

## AGENDA



Thursday, May 3, 2007

**Purchasing Office  
RECOMMENDATION FOR COUNCIL ACTION**

Item No. 21

**Subject:** Authorize award and execution of a 12-month requirements service contract with SENTRY SECURITY AND INVESTIGATIONS, L.P., Austin, TX (MBE/MH) for security guard services in an estimated amount not to exceed \$123,615, with two 12-month extension options in an estimated amount not to exceed \$123,615 per extension option, for a total estimated contract amount not to exceed \$370,845.

**Amount and Source of Funding:** Funding in the amount of \$51,506 is available in the Fiscal Year 2006-2007 Operating Budget of the Austin Water Utility. Funding for the remaining seven months of the original contract period and extension options is contingent upon available funding in future budgets.

**Fiscal Note:** There is no unanticipated fiscal impact. A fiscal note is not required.

**For More Information:** Steve Aden, Supervising Sr. Buyer, 974-2021.

**Purchasing Language:** Lowest bid of four bids received.

**MBE/WBE:** This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting Opportunities were identified; therefore no goals were established for this solicitation.

**Boards and Commission Action:** Recommended by the Water & Wastewater Commission.

This contract will establish a 12-month service agreement for unarmed security guard services at the Austin Water Utility. The contract will provide for unarmed guards to monitor and secure City property, 24-hours per day, seven days a week, at Waller Creek Plaza facility.

MBE/WBE solicited: 1/1

MBE/WBE bid: 1/0

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Two hundred thirty-five notices were sent, including one MBE and one WBE. Twenty-one solicitations were issued, including eight MBEs and one WBE firm. Four bids were received, including one MBE.
- c. The pricing offered represents a 13% increase from the last contract award April 2004. This increase can be attributed to the rising costs for labor. The current contractor is Diamond Detective Agency, Chicago, IL.

**APPROVAL JUSTIFICATION**

- a. Lowest bid.
- b. The Purchasing Office concurs with Austin Water Utility's recommended award.
- c. Advertised in the Austin American-Statesman and Internet.