



**Purchasing Service Agreement
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 25
AGENDA DATE: Thu 02/12/2004
PAGE: 1 of 3**

SUBJECT: Authorize execution of a 12-month service agreement with DIAMOND DETECTIVE AGENCY, INC., Chicago, IL for security guard services in an amount not to exceed \$107,134.80, with two 12 -month extension options in an amount not to exceed \$107,134.80 per extension option, for a total agreement amount not to exceed \$321,404.40.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$44,639.50 is available in the Fiscal Year 2003-2004 Approved Operating Budget of the Austin Water Utility Department. 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.

REQUESTING Purchasing **DIRECTOR'S**
DEPARTMENT:for Austin Water Utility; **AUTHORIZATION:** Vickie Schubert

FOR MORE INFORMATION CONTACT: Martha L. Gaines, 322-6583

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Low bid meeting specification of ten bids received.

MBE / WBE: This contract will be awarded in compliance with Chapter 2-9 of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore M/WBE goals were not established for this solicitation.

This contract will establish a 12-month service agreement for 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, 625 East 10th Street.

All services provided would be in accordance with the provisions of the PRIVATE INVESTIGATORS and PRIVATE SECURITY AGENCIES ACT ARTICLE 4413(29bb) V.A.C.S. The Contractor will conduct a criminal history check on each security guard. No security guard will be allowed to provide service until the certification has been reviewed and approved by the Contract Administrator or designee. Furthermore, periodic background investigations shall be conducted and documented by the Contractor to verify that each security officer continues to meet the qualifications.

MBE/WBE Solicited: 9/1

MBE/WBE Bid: 3/2



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**BID TABULATION
Security Guard Services
IFB No. MG04300002**

<u>Vendor</u>	<u>Bid</u>
Nationwide Investigation Houston, TX	\$ 86,286.84*
Trans Texas Security (MB) Longview, TX	\$105,120.00*
Diamond Security Austin, TX	\$107,134.80
Executive Security Austin, TX	\$109,675.00
Initial Security Austin, TX	\$109,986.24
Paramount Security (MB) Pflugerville, TX	\$113,967.00
Ameritex Guard Services (FH) Richardson, TX	\$116,186.52
Sentry Security (MH) Austin, TX	\$130,626.96
Sterling Security San Antonio, TX	\$147,868.80
Truth & Error Investigations (FB) Austin, TX	\$161,568.00

*Did not meet specification. Bidders did not meet the requirement to have an office in the local area as required by the solicitation.



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PRICE ANALYSIS

- a. Adequate competition.
- b. Twelve notices were sent including nine MBEs and one WBE. Twenty-one solicitations were issued. Ten bids were received including three MBEs and two WBEs.
- c. The current contract is for \$98,193. This contract award represents an increase of approximately 10% from the previous contract period (2001-2003) due to change in minimum wage rate requirement.

APPROVAL JUSTIFICATION

- a. Low bidder meeting specification.
- b. The Austin Water Utility Department concurs with the recommended award herein.
- c. Advertised in the Austin American-Statesman and Internet.