

AGENDA



Thursday, November 18, 2010

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**

Item No. 34

Subject: Authorize award and execution of a 12-month requirements service contract with U. S. SECURITY ASSOCIATES, INC, Austin, TX, or one of the other qualified bidders to IFB-BV No. KDW0060, to provide unarmed uniformed security guard services in an estimated amount not to exceed \$1,478,110, with four 12-month extension options in an estimated amount not to exceed \$1,478,110 per extension option, for a total estimated contract amount not to exceed \$7,390,550.

Amount and Source of Funding: Funding in the amount of \$1,354,934 is available in the Fiscal Year 2010-2011 Operating Budget of Austin Energy. Funding for the remaining month 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: Karen Williams, Senior Buyer, 322-6467.

Purchasing Language: Best evaluated bid of nine 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 Electric Utility Commission.

This contract will provide for an estimated 90,000 hours per year of unarmed security guard services at three levels, including field officers, corporate officers, and supervision, at various Austin Energy (AE) facilities. Such services are required to protect AE and City of Austin personnel and assets, and critical electrical infrastructure as defined by governing regulatory entities. The AE sites to be protected vary in environment and include power plants, service yards, substations, material storage facilities, construction areas, pay stations, corporate offices, and other operations common to an electric utility.

Uniformed security officers will conduct physical inspections and vehicle patrols, document and report activities and incidents, and maintain facility logs. The contractor will provide vehicles for on-site patrol services at the Holly site, Sand Hill Energy Center, and the St. Elmo and Kramer service yards. The contractor is responsible for keeping the vehicles in good running condition and maintaining appropriate and adequate insurance and liability coverage for the vehicles for the duration of the contract. The contractor will own the vehicles and hold the title and registration to all vehicles used for this contract. AE does not intend to assume ownership of vehicles at anytime during the contract and, at the end of contract term, the contractor will retain ownership.

The top two best evaluated bids have excellent experience and are both highly qualified.

This request allows for the execution of a contract with a bidder, who provides the best value to the City, chosen by Council. If this bidder does not execute a contract with the City, staff will return to Council for selection of another best-value bidder and authorization to enter into a contract with this bidder.

MBE/WBE solicited: 6/4

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. One hundred thirteen notices were sent, including six MBEs and four WBEs. Nine bids were received, with no responses from MBE/WBE.
- c. The pricing offered represents a 1% increase to the last contract award in May 2005.

APPROVAL JUSTIFICATION

- a. Best evaluated bid received. U.S. Security Associates is the current provider of these services.
- b. The Purchasing Office concurs with Austin Energy's recommended award.
- c. Advertised on the Internet.