



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

**AGENDA ITEM NO.: 13
AGENDA DATE: Thu 04/14/2005
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SUBJECT: Authorize execution of a 12-month service agreement with U.S. SECURITY ASSOCIATES, INC., Austin, TX, for uniformed security guard services in an amount not to exceed \$930,528.56, with four 12-month extension options in an amount not to exceed \$930,528.56, for a total agreement amount not to exceed \$4,652,642.80.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$387,720.20 is available in the Fiscal Year 2004-2005 Amended Operating Budget of Austin Energy. 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 Energy; **AUTHORIZATION:** Vickie Schubert

FOR MORE INFORMATION CONTACT: Karen Williams, Buyer/322-6467

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Best evaluated proposal of eleven proposals 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, no goals were established for this solicitation.

This service agreement is for an estimated 61,152 hours of security guard services that will be provided at four levels to include uniformed field officers, system operators, corporate officers and supervision at various sites for Austin Energy. This service is required in order to protect personnel and assets of Austin Energy and minimize losses, accidents, fires, property damage, safety hazards and other security related incidents. Service sites vary in environment to include corporate offices, service yards, power plants, substations, material storage facilities, construction sites and other various operations common to an electrical utility organization. Uniformed security personnel are required to conduct inspections, patrol rounds, document activities and incidents and maintain facility logs.

MBE/WBE Solicited: 3/1

MBE/WBE Bid: 0/0



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PRICE ANALYSIS

- a. Adequate competition.
- b. Twelve notices were sent including three MBEs and one WBE. Twelve solicitations were issued. Eleven proposals were received. No MBEs/WBEs responded.
- c. Price comparison of the previous contract reflects an overall 4.2% increase in pricing.

APPROVAL JUSTIFICATION

- a. Best evaluated proposal. The proposal meets the requirements of the solicitation.
- b. Austin Energy concurs with the recommended award.
- c. Advertised on the Internet.