

Environment Committee

Meeting date: October 27, 2015

For the Metropolitan Council meeting of: November 18, 2015

Subject: Authorization to Award and Execute a Contract for Security Officer Services, Contract 15P069

District(s), Member(s): All

Policy/Legal Reference: Council Policy 3-3A Expenditures for Procurement of Goods and Services

Staff Prepared/Presented: Jim Schmidt, Director, Plant Maintenance/Security (651) 602-8335; Cathy Calder, Warehouse Manager (651) 602-8306

Division/Department: MCES c/o Leisa Thompson, 651-602-8101

Proposed Action

That the Metropolitan Council authorizes the Regional Administrator to negotiate and execute a contract with Securitas Security Services USA, Inc. to provide Security Officer Services for MCES Locations and 390 North Robert Street from December 1, 2015 through November 30, 2018 in the amount of \$3,395,222.00.

Background

This contract provides regular and armed security guard service at the MCES and 390 North Robert Street facilities. The licensed Contractor must provide professional, fully trained and qualified uniformed security officers to perform security services reasonably necessary to protect the Council from vandalism, theft or other similar damage. The Contractor's staff will have full responsibility for securing buildings, grounds and entrances to Council locations so as to provide a safe and secure working environment. A St. Paul off duty Police officer must be hired through the contractor during the term of the contract.

Rationale

A Request for Proposals (RFP) was advertised and posted on the Council's website. Three proposals were received and evaluated by a four-member evaluation panel consisting of staff from Central Services, Finance, Security and Maintenance. The panel evaluated and ranked all technical proposals on the following criteria: quality of the proposal; qualifications of the proposer; experience of the proposer; service delivery plan and the price (total hourly bill rates for various types of Security Officers and Off-Duty St. Paul Police).

The evaluation panel determined that it is in the best interest of the Council to award the Security Officer Services contract to Securitas Security Services USA, Inc. The proposed costs for the services appear reasonable and sustainable for the 3-year contract term.

Funding

Funding for this service is included in the annual operating budget.

Known Support / Opposition

No known opposition.