

CITY OF OAKLAND

AGENDA REPORT

2011 JAN 13 PM 6:03

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Public Works Agency
DATE: January 25, 2011

RE: Resolution Awarding The Security Services Contract For City Facilities For A Term Period Of Two Years With A One Year Extension Option To Cypress Private Security In An Amount Not-To-Exceed Two Million Dollars (\$2,000,000) Annually And Authorizing The City Administrator To Increase The Contract Up To An Additional Ten Percent (10%) To Cover Increased Labor Costs During The Term Of The Contract And To Extend The Contract On A Month-To-Month Basis Upon Expiration Of The Original Or Extended Term Until A New Request For Proposal Process Is Completed

SUMMARY

A resolution has been prepared awarding a security services contract to Cypress Private Security for two years, with a one year option to extend in an amount not-to-exceed two million dollars (\$2 million) annually.

The City initiated the request for proposal (RFP) process to secure the most qualified security contractor to meet the current security needs of the City of Oakland. The RFP process was successfully completed and the selection process produced a highly qualified security company with a vast array of security expertise in all key areas including high-rise and high level security for other city/county government facilities, public utility companies, parking structures, event venues and municipal corporation yards.

Staff is recommending that a contract be awarded to Cypress Private Security to provide the security guard services at Civic Center Complex, including: the Frank H. Ogawa Plaza, City Hall, the Dalziel Building, the Lionel J. Wilson Building, and all other City facilities requiring security services including but not limited to: the Oakland Main and branch libraries, senior centers, Malonga Casquelourd Center, and City corporation yards at 7101 Edgewater, 5050 Coliseum and 750 50th Avenue. The required shifts and locations were specified in the RFP.

FISCAL IMPACT

Approval of the resolution would authorize the City Administrator to award Cypress Private Security a two-year contract with a one year option to extend, and thereafter on a month-to-month basis until a new request for proposal process is conducted, for an amount not to exceed \$2 million annually. The not to exceed amount was used for RFP purposes and for ensuring future additional security needs could be included as a part this contract.

The City of Oakland in FY 09-10 was invoiced \$1.5 million for security services. The current hourly rate for security service is \$19.49, whereas the proposed hourly rate is \$17.94. The proposed hourly rate presents a cost savings opportunity to the City without compromising the integrity of the security services.

The resolution would provide the City Administrator the authority to increase the estimated contract amount by up to 10 percent. The percentage increase would address any additional labor cost increases resulting from annual Oakland Living Wage adjustments, and State and Federal labor legislation enacted during the course of the contracts.

Funding for each requesting City department/Agency is based on the current levels of service and contract rates. Funding is available within each requesting City Department/Agency funding sources such as the Facilities Services Fund (4400), the Library Services Retention and Enhancement Fund (2240), and the Multipurpose Reserve Fund (1750). Additional funding may need to be identified by the requesting departments/Agencies based on changes to the scope of work at the given location. Each City department/Agency is responsible for funding any scope of work changes within the existing authorized budget allocation.

BACKGROUND

The City has utilized the services of uniformed, unarmed contract security guards to ensure appropriate access between staff and the public, to oversee and monitor the removal of city property, to ensure the safety of citizens and to report incidents and injuries at various facilities including the Civic Center, Main and branch libraries, community centers, parking lots, municipal corporation yards and at special events as needed.

In 1998, the City awarded the security contract to ABC Security Services Inc. for all City facilities. Council also authorized the City Administrator to extend the contract for a period of one year with the subsequent option to extend on a month-to-month basis until a new selection process was completed.

In early 2001, the City initiated the RFP process to select a new security service company. Following the completion of the RFP process, a local security contractor was determined to be the most qualified. However, prior to final Council approval, the RFP process was halted in the aftermath of the 9-11. To avoid disrupting security services following the national security incident and to allow time to review existing security procedures in place, the City Administrator recommended that no changes be made to the security contract at that time. Thus, the contract with ABC Security Services Inc. was extended.

Under the authority of the City Administrator, the vendor operated on a month to month basis until February 29, 2010, at which time the Department of Contracting & Purchasing informed staff they can no longer operate under a month to month term with the vendor. A new contract was needed.

To pay outstanding invoices and to ensure continued security services, the City established a "Cooperative Agreement" with ABC Security Services Inc. A cooperative agreement may be

established when another public entity has a valid contract in place with the same vendor for similar services. As the City of Hayward holds a valid contract with ABC Security Services Inc., the City of Oakland was able to utilize that contract to pay for continued security services until a new RFP process is completed and a new contract is in place.

The Cooperative Agreement with the City of Hayward was established for a term of one year and is due to expire in March, 2011.

This report is the result of the full RFP process.

Selection Process: The following describes the timeline and selection process.

March 11, 2010	Legal ads ran in local papers. Copies were sent to a mailing list of known interested and/or qualified companies and a notice was posted in the Oakland Tribune.
March 22, 2010	Pre-bid proposal conference.
April 2, 2010	RFP's were submitted to Contract Compliance.
April 30, 2010	RFP's were rejected and a new RFP was initiated to clarify submittal requirements.
June 11, 2010	Legal ads ran in local papers, copies were sent to a mailing list of known interested and/or qualified companies and a notice was posted in the Oakland Tribune.
June 16, 2010	Pre-bid proposal conference.
June 25, 2010	Proposal due date - ten companies submitted proposals.
July 30, 2010	Contract Compliance performs initial compliance review and forwards RFP packets and analysis to project manager for review.
August 5, 2010	RFP evaluation by project manager for content and ability to fulfill the terms of the contract is completed. Invitations are sent to ten security companies inviting them to participate in the oral interviews.
August 30 & 31, 2010	Oral Interviews were conducted.

All RFP submittals received were reviewed to ensure that they met or contained the following criteria as outlined below and in the RFP.

Qualifications:

Organizational chart, company resume, hiring/ screening processes, training program and verification of similar responsibilities for comparable contracts.

References/ Reputation:

Number of employees, year founded, special recognition, union affiliation.

Liability and Financial Stability:

Insurance certificates, profit and loss statements, letter from financial institution(s).

Compliance:

Contract Administration compliance, social equity compliance, L/SLBE partner if applicable.

All proposals met the requirements and all ten companies were invited to participate in the oral interview phase of the selection process.

The oral interview process consisted of a question and answer segment and time allotted for a presentation from each company. The interview panel was comprised of three subject matter experts. Rater A was a Sergeant with the Oakland Police Department. Rater B was a Facilities Maintenance Superintendent with the City of Richmond. Rater C was a Facilities Manager for the City of Oakland's Parks and Recreation Department. A sample of the interview rating form and questions are provided as *Attachment A*.

The questions were developed to evaluate the following attributes of each company:

- Presentation/ Communication
- Relevant Experience
- Guard Qualifications
- Project Knowledge
- Management Qualifications, Administrative Capacity and Fiscal Strength
- Proposed rates were also evaluated to ensure that the cost associated for each classification was clearly identified, competitive, and in-line with the required scope of services.

The final results of the interview process are included on the chart below:

Contractor	Rater A	Rater B	Rater C	Average
Cypress Private Security	73.5	74.0	73.5	73.6
U.S. Security Associates Inc.	69.5	66.5	69.5	68.5
Comprehensive Security	74.0	63.0	73.5	70.17
Security Code 3	63.5	60.5	59.5	61.17
ABC Security Services Inc.	60.5	59.5	58.0	59.3
Security Mgmt & Consulting	55.0	61.5	60.5	59.0
Premiere Protective Service	54.0	50.0	51.0	51.67
Fisher Executive Protection	42.0	50.5	45.0	45.83
Marina Securities Services Inc.	41.0	46.0	42.0	43.0
DTM Corporation	31.0	37.5	31.5	33.3

Cypress Private Security Company ranked highest of all ten participating companies. Their presentation was delivered by key management, administrative and supervisory staff. Throughout the RFP process they demonstrated their ability to provide trained and qualified security personnel. Their guards are trained in fire and life safety and emergency distress response systems and have experience coordinating with emergency responders. They possess training in Closed Circuit Television Systems, fire alarms and access management of vendors and visitors. Cypress Private Security's experience and qualifications match the needs of the City as outlined in the RFP.

The proposed vendor also has 14 years of experience in securing government buildings, maintenance yards, libraries and senior centers. Below is a current list from Cypress Private Security with descriptions of comparable contracts to the City of Oakland and the number of security staff provided:

- EBMUD – 19 Bay Area Sites, 6 in Oakland including their Main Administration Building, Waste Water Treatment Plant and Fleet Yard; 50 guards
- MUNI (San Francisco Municipal Transportation Agency) – Office Building, Bus Yards, Security Operating Control Center; 80 guards
- PORT OF SAN FRANCISCO – Office, Storage, Piers, Ferry Buildings and Parking Structures; 10 guards
- SFMOMA (San Francisco Museum of Modern Art) – Public Museum; 40 guards

KEY ISSUES AND IMPACTS

The City seeks to provide, through approval of this resolution qualified contracted security personnel to meet the current security needs of the City. Those needs are identified by the various types of programs and functions of each department, ranging from youth and senior clientele and programs addressing the needs of visitors and citizens conducting City related business, attending public meetings and accessing other city resources.

It is the intent and goal of the City to provide safe access, protect the health and safety of the public and the building occupants and preserve and protect public property, interests and assets.

Subject to City Council's approval, the anticipated start of the new contract is March 1, 2011.

COMPLIANCE WITH CITY SLB/LBE PROGRAMS

The Department of Contracting and Purchasing (DCP), Division of Social Equity, reviewed the ten (10) proposals in response to the RFP for security services contract to verify the minimum 20% Local and Small Local Business Enterprise (L/SLBE) participation requirement, and to conduct a preliminary review for compliance with the Equal Benefits Ordinance (EBO).

Seven of the ten companies met the minimum 20% L/SLBE requirement and were deemed responsive for the compliance evaluation. Three (3) companies were deemed unresponsive as they failed to meet the minimum 20% L/SLBE participation. Because these firms could have revised their Schedule E to satisfy EBO compliance prior to contract award, they were invited to participate in the interview selection process. (See *Attachment B*).

SUSTAINABLE OPPORTUNITIES

The resolution provides opportunities for economic and social equity benefits for the citizens of Oakland, such as:

Economic: The selected contractor has been certified as meeting the minimum 20% **SLBE** requirement. The local economy will benefit from the services provided by the terms of this contract through job opportunities as well as the generation of business tax revenue.

Social Equity: The resolution will protect the health and safety of the public and the building occupants by providing safe and secure facilities to visit, conduct official business, participate in various activities and meet local public officials and City representatives for various issues.

Environmental: No environmental opportunities are identified in this contract.

DISABILITY AND SENIOR CITIZEN ACCESS

The resolution will support the Americans with Disabilities Act (**ADA**) and Older Americans ACT. Guard assignments for all locations covered by this agreement require security guards to provide direction, information and assistance to employees and visitors at City facilities.


RECOMMENDATION AND RATIONALE

Staff is recommending that the City Council award a security service contract to Cypress Private Security, the top rated security company that participated in the RFP process.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council approve the resolution awarding the contract for two years with a one year option to extend with Cypress Private Security Company totaling a not-to-exceed amount of two million dollars annually (\$2,000,000.00) and authorizing the City Administrator to increase the contract by 10% to cover any rate increases resulting from the Oakland Living Wage annual adjustments or any other State or Federal legislation that occurs during the term of the contract.

Respectfully submitted,



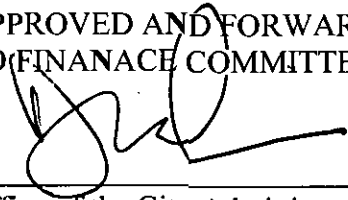
Vitaly B. Troyan, P.E.
Interim Director, Public Works Agency

Reviewed by:
Brooke A. Levin, Assistant Director
Department of Facilities & Environment

Prepared by: Derin Minor, Complex Manager
Facilities Service Division

Attachments:
Attachment A – RFP Evaluation Criteria
Attachment B – EBO Compliance

**APPROVED AND FORWARDED
TO FINANCE COMMITTEE**



Office of the City Administrator

City of Oakland
Public Works Agency
Department of Facilities and Environment
Facilities Services Division

Security Guard Services
Interview Questions

1. Please describe your organization--indicating the name and responsibilities for each of the assigned staff to be used on this project. Who handles your dispatching, scheduling and after hours emergency calls?
2. Describe a past contract where you have provided security services that are similar in scope to those of the City of Oakland, particularly those in high rise, campus type facilities, corporation yards and equipment or material storage areas.
3.

A. What is your company's process for recruitment and hiring new employees and what steps do you take to screen applicants and perform background investigations? What process do you use to ensure that all new security guards have a valid guard card at the time of hire and for the duration of the assignment?

B. Describe your training program and manner in which you ensure that all employees are kept current with all licenses, registrations and mandatory trainings. What is your monthly and annual turnover rate?
4. In our libraries, there are many instances where we have had unruly teenagers bullying younger children, in other areas we may have incidents where a person under the influence of alcohol is threatening staff. What procedures have you put in place to ensure direct communication with on-site security officers should they need immediate assistance in an emergency or after hours. What is the chain of command of your organization and at what point in a situation does the guard consult the next level?
5. What steps will you take to set up the standard operating procedures for each facility? What on site training will you provide to every new guard and who will provide it? The Procedures for Fire Life Safety equipment and the response to Emergency Distress buttons are key to performance of the guards, how will you make sure that all the guards are trained in the Fire Life Safety and that there is an on-going training?
6. The RFP states that you must be able to provide at least five guards and two supervisory personnel trained to work at each site. There are times when the City may request (on 48 hours notice) additional guards for special events or the City may ask that you remove a guard from an assignment for poor performance. How will you guarantee that you have staff available without it requiring overtime charged to the City?
7. The guards not only represent your company, they represent the City as well. Give some examples of unacceptable attire or personal grooming and how your company would deal with these issues. Can you also give some examples of unacceptable behavior that you consider worthy of termination?

**City of Oakland
Public Works Agency
Department of Facilities and Environment
Facilities Services Division**

**Security Guard Services
Interview and Company Presentation**

Name of Proposing Company: _____ Name of Evaluator: _____

Name of Chief Officer _____ Date of Evaluation: _____

Evaluation Criteria:

Score each section on a 1-10 scale. For the final score multiply each individual score by the percentage and total all 6 sections.

1. **Presentation /Communication (1-7)** _____ X 1.0 % = _____

- Key management and project staff participated in presentation.
- Responses were given in a professional, clear, concise manner. Questions answered fully, knowledgeably and confidently.
- Organization was prepared and provided pertinent information and documentation supporting their ability to fulfill the contract from day one

2. **Relevant Experience (2, 4 & 5)** _____ X 1.0 % = _____

- Organization has experience securing government or public buildings
- Organization has experience with emergency distress and fire life safety systems and demonstrated the ability to handle emergencies, after hours situations and special event guard requests.
- Organization clearly outlined their plan and the ability to assess and recognize different levels of security issues. Company explained how their staff is trained to respond and handle them.
- Organization demonstrated that staff is trained on appropriate procedures to deal with various types of security related situations.
- Organization is clear in communicating chain of command to employees and has a clear process for escalating and expediting assistance when needed.

3. **Guard Qualifications (3)** _____ X 1.5% = _____

- Organization communicated their hiring and screening process which ensures that each guard met and /or exceeded the minimum guard qualifications.
- Organization has a comprehensive training schedule for all mandatory and annual employee training and clearly identified its process for ensuring that the guards stay current and compliant with all required permits and certificates.
- Organization has additional trained staff and supervisors readily available (within 48 hours notice) to work at each project site.

4. Project Knowledge and Planning (5, 6 & 7) _____ X 2.5 % = _____

- Organization understands the diverse needs of each project site and communicated how they would cover the areas effectively.
- Organization has a plan to develop procedures and policies specific to each project location.
- Organization is familiar with fire life safety, and emergency distress systems and protocols.
- Organization has policies in place and is prepared to deal with sub par performance and behavior issues effectively and expeditiously.

5. Management Qualifications, Administrative Capacity and Fiscal Strength (1, 4 & 5) _____ X 2.0 % = _____

- Organization demonstrated the ability to train and supervise its personnel effectively.
- Organization demonstrated the ability to manage the day-to-day business requirements associated with the scope and length of this contract.
- Organization is prepared to provide a useful guard manual, appropriate guard equipment and uniforms.
- Organization has a dispatch system and after hours protocol to handle security related issues and emergencies.

6. Proposed Rate Sheet Supplied _____ X 2.0 % = _____

- Rate sheet was submitted in a sealed envelope as requested
- Cost for each classification to be used on this contract was clearly outlined in rate sheet. Overtime and Holiday pay rates were included.
- Organization was clear in identifying reasons or stating instances where the city would be charged a higher rate.
- Organizations rates are in line with or competitive with the other submittals.

Evaluation Criteria:

Score each section on a 1-10 scale. For individual scores multiply each score by the weighted percentage. Total all 6 sections for final score. Points Assigned x Weighted Factor = Score (1 to 10 scale)

Total combined score (maximum of 100 points) _____

Signature of Rater _____ Date: _____

Memo



Department of Contracting and Purchasing
Social Equity Division

To: Derin Minor, Assistant Facilities Manager
 From: Vivian Inman, Contract Compliance Officer
 Through: Shelley Darenburg, Sr. Contract Compliance Officer *S. Darenburg*
 Cc: Deborah Barnes, Director, DCP
 Gwen McCormick, Contract Administration Supervisor
 Date: July 30, 2010
 Re: Request for Proposal Security Guard Services at Various City Buildings

The Department of Contracting and Purchasing (DCP), Division of Social Equity, reviewed ten (10) proposals in response to the above referenced project. Below is the outcome of the compliance evaluation for the minimum 20% Local and Small Local Business Enterprise (L/SLBE) participation requirement, and a preliminary review for compliance with the Equal Benefits Ordinance (EBO).

Below are the results of our findings:

Responsive to L/SLBE and/or EBO Policies		Proposed Participation				Earned Credits and Discounts			Banked Credits Eligibility	EBO Compliant? Y/N
Company Name	Original Bid Amount	Total LBE/SLBE	LBE	SLBE	Trucking	Total Credited Participation	Earned Bid Discounts	Adjusted Bid Amount		
Comprehensive Security Services, Inc.	NA	25%	0%	25%	NA	25%	2 points	NA	0 points	Y
Cypress Security, LLC	NA	20%	0%	20%	NA	20%	2 points	NA	0 points	Y
DTM Corporation	NA	100%	75%	25%	NA	25%	5 points	NA	0 points	N
Premier Protective Service	NA	100%	0%	100%	NA	100%	5 points	NA	2 points	N
Security Code 3	NA	25%	0%	25%	NA	25%	2 points	NA	0 points	N
Security Management & Consulting International, Inc.	NA	25%	0%	25%	NA	25%	2 points	NA	0 points	N
US Security Associates, Inc.	NA	25%	0%	25%	NA	25%	2 points	NA	0 points	N

Comments: As noted above, seven (7) firms met or exceeded the L/SLBE participation requirements. Firms that are not EBO compliant will have to come into EBO compliance prior to full contract execution.

Non-Responsive to L/SLBE and/or EBO Policies		Proposed Participation				Earned Credits and Discounts			Banked Credits Eligibility	EBO Compliant? Y/N
Company Name	Original Bid Amount	Total LBE/SLBE	LBE	SLBE	Trucking	Total Credited Participation	Earned Bid Discounts	Adjusted Bid Amount		
ABC Security Services	NA	100%	100%	0%	NA	0%	0 points	NA	0 pts	N
Fisher Executive Protection	NA	0%	0%	0%	NA	0%	0 points	NA	0 pts	N
Marina Security Services	NA	0%	0%	0%	NA	0%	0 points	NA	0 pts	N

Comments: As noted above, three (3) firms were deemed non-responsive. ABC Security had a 10% SLBE shortfall; Fisher Executive Protection and Marina Security Services had a 20% L/SLBE shortfall, therefore all three firms failed to meet the minimum 20% L/SLBE participation requirement. As this is a negotiated agreement process and not a low bid process, firms may revise Schedule E to increase L/SLBE participation levels and if selected may come into EBO compliance prior to full contract execution.

Should you have any questions you may contact Vivian Inman at (510) 238-3970.



DEPARTMENT OF CONTRACTING AND PURCHASING

Social Equity Division

PROJECT COMPLIANCE EVALUATION FOR :

Project No.

RE: Request for Proposal for Security Guard Services at Various City Buildings

CONSULTANT/CONTRACTOR: Comprehensive Security Services, Inc.

<u>Engineer's Estimate:</u>	<u>Contractors' Bid Amount</u>	<u>Over/Under Engineer's Estimate</u>
NA	NA	NA

<u>Bid discounted amount:</u>	<u>Discount/Preference Points:</u>
N/A	2 points

- 1. Did the 20% local/small local requirement apply: YES
- 2. Did the contractor meet the 20% requirement YES
 - a) % of LBE participation 0%
 - b) % of SLBE participation 25%

3. Did the contractor receive bid discount/preference points? YES
 (If yes, list the points received) 2 points

5. Additional Comments.

6. Date evaluation completed and returned to Contract Admin./Initiating Dept.

7/29/2010
Date

Reviewing Officer: *Vivian [Signature]*

Date: 7/29/10

Approved By: *Shelley [Signature]*

Date: 7/29/10

LBE/SLBE Participation Comprehensive Security Services, Inc.

Project Name: Request for Proposal for Security Guard Services at Various City Buildings

Project No.:		Engineer's Estimate				Under/Over Engineers Estimate:					
Discipline	Prime & Subs	Location	Cert. Status	LBE	SLBE	Total LBE/SLBE %	Total Percentages	For Tracking Only			
								Ethn	MBE	WBE	
PRIME Security Services	Comprehensive Security Services	Sacramento	UB				75%	C			
	ANI Private Security & Patrol, Inc.	Oakland	CB		25%	25%	25%	AA	25%		
Project Totals				0%	25%	25%	100%		25%	0%	
Requirements: The 20% requirements is a combination of 10% LBE and 10% SLBE participation. An SLBE firm can be counted 100% towards achieving 20% requirements.				LBE 10%	SLBE 10%	TRUCKING 20%		Ethnicity AA = African American A = Asian C = Caucasian H = Hispanic NA = Native American O = Other NL = Not Listed			
Legend				LBE = Local Business Enterprise SLBE = Small Local Business Enterprise Total LBE/SLBE = All Certified Local and Small Local Businesses NPLBE = NonProfit Local Business Enterprise NPSLBE = NonProfit Small Local Business Enterprise				UB = Uncertified Business CB = Certified Business MBE = Minority Business Enterprise WBE = Women Business Enterprise			



DEPARTMENT OF CONTRACTING AND PURCHASING

Social Equity Division

PROJECT COMPLIANCE EVALUATION FOR :

Project No.

RE: Request for Proposal for Security Guard Services at Various City Buildings

CONSULTANT/CONTRACTOR: Cypress Security, LLC

<u>Engineer's Estimate:</u>	<u>Contractors' Bid Amount</u>	<u>Over/Under Engineer's Estimate</u>
NA	NA	NA

<u>Bid discounted amount:</u>	<u>Discount/Preference Points:</u>
N/A	2 points

- 1. Did the 20% local/small local requirement apply: YES
- 2. Did the contractor meet the 20% requirement
 - a) % of LBE participation 0%
 - b) % of S-LBE participation 20%

3. Did the contractor receive bid discount/preference points? YES
 (If yes, list the points received) 2 points

5. Additional Comments.

[Empty box for additional comments]

6. Date evaluation completed and returned to Contract Admin./Initiating Dept.

7/29/2010

Date

Reviewing Officer:

Vivian Jim

Date: 7/29/10

Approved By:

Shelley Darenburg

Date: 7/29/10

LBE/SLBE Participation Cypress Security, LLC

Project Name: Request for Proposal for Security Guard Services at Various City Buildings

Project No.:		Engineer's Estimate				Under/Over Engineers Estimate:					
Discipline	Prime & Subs	Location	Cert. Status	LBE	SLBE	Total LBE/SLBE %	Total Percentages	For Tracking Only			
								Ethn:	MBE	WBE	
PRIME Security Service	Cypress Security, LLC	San Francisco	UB				80%	C			
	intogral Protection	Oakland	CB		20%	20%	20%	C			
Project Totals				0%		20%	100%		0%	0%	
Requirements: The 20% requirements is a combination of 10% LBE and 10% SLBE participation. An SLBE firm can be counted 100% towards achieving 20% requirements.				LBE 10%	SLBE 10%	TRUCKING 20%		Ethnicity AA = African American A = Asian C = Caucasian H = Hispanic NA = Native American O = Other NL = Not Listed			
Legend				LBE = Local Business Enterprise SLBE = Small Local Business Enterprise Total LBE/SLBE = All Certified Local and Small Local Businesses NPLBE = NonProfit Local Business Enterprise NPSLBE = NonProfit Small Local Business Enterprise				UB = Uncertified Business CB = Certified Business MBE = Minority Business Enterprise WBE = Women Business Enterprise			



DEPARTMENT OF CONTRACTING AND PURCHASING

Social Equity Division

PROJECT COMPLIANCE EVALUATION FOR :

Project No.

RE: Request for Proposal for Security Guard Services at Various City Buildings

CONSULTANT/CONTRACTOR: DTM Corporation

<u>Engineer's Estimate:</u>	<u>Contractors' Bid Amount</u>	<u>Over/Under Engineer's Estimate</u>
NA	NA	NA
<u>Bid discounted amount:</u>	<u>Discount/Preference Points:</u>	
N/A	5 points	

- 1. Did the 20% local/small local requirement apply: YES
- 2. Did the contractor meet the 20% requirement YES
 - a) % of LBE participation 75%
 - b) % of SLBE participation 25%

3. Did the contractor receive bid discount/preference points? YES
 (If yes, list the points received) 5 points

5. Additional Comments.

[Empty box for additional comments]

6. Date evaluation completed and returned to Contract Admin./Initiating Dept.

7/29/2010

Date

Reviewing Officer:

Vivian [Signature]

Date: 7/29/10

Approved By:

Shelley Sorenburg

Date: _____

LBE/SLBE Participation DTM Corporation

Project Name: Request for Proposal for Security Guard Services at Various City Buildings

Project No.:		Engineer's Estimate:				Under/Over Engineers Estimate:					
Discipline	Prime & Subs	Location	Cert. Status	LBE	SLBE	Total LBE/SLBE %	Total Percentages	For Tracking Only			
								Ethn	MBE	WBE	
PRIME Security Services	DTM Corporation ANI Private Security Patrol	Oakland Oakland	UB CB	75%	25%	75% 25%	75% 25%	C			
								AA	25%		
Project Totals				75%	25%	100%	100%		25%	0%	
Requirements: The 20% requirements is a combination of 10% LBE and 10% SLBE participation. An SLBE firm can be counted 100% towards achieving 20% requirements.				LBE 10%	SLBE 10%	TRUCKING 20%		Ethnicity AA = African American A = Asian C = Caucasian H = Hispanic NA = Native American O = Other NL = Not Listed			
Legend				LBE = Local Business Enterprise SLBE = Small Local Business Enterprise Total LBE/SLBE = All Certified Local and Small Local Businesses NPLBE = NonProfit Local Business Enterprise NPSLBE = NonProfit Small Local Business Enterprise				UB = Uncertified Business CB = Certified Business MBE = Minority Business Enterprise WBE = Women Business Enterprise			



DEPARTMENT OF CONTRACTING AND PURCHASING

Social Equity Division

PROJECT COMPLIANCE EVALUATION FOR :

Project No.

RE: Request for Proposal for Security Guard Services at Various City Buildings

CONSULTANT/CONTRACTOR: Premier Protective Service

<u>Engineer's Estimate:</u>	<u>Contractors' Bid Amount</u>	<u>Over/Under Engineer's Estimate</u>
NA	NA	NA

<u>Bid discounted amount:</u>	<u>Discount/Preference Points:</u>
N/A	5 points

1. Did the 20% local/small local requirement apply: YES

2. Did the contractor meet the 20% requirement: YES

a) % of LBE participation 0%

b) % of SLBE participation 100%

3. Did the contractor receive bid discount/preference points? Yes

(If yes, list the points received)

5 points

5. Additional Comments.

[Empty box for additional comments]

6. Date evaluation completed and returned to Contract Admin./Initiating Dept.

7/29/2010

Date

Reviewing Officer:

Vivian Jam

Date:

7/29/10

Approved By:

Shelley Darenburg

Date:

7/29/10

LBE/SLBE Participation Premier Protective Services

Project Name: Request for Proposal for Security Guard Services at Various City Buildings

Project No.:		Engineer's Estimate				Under/Over Engineers Estimate:				
Discipline	Prime & Subs	Location	Cert. Status	LBE	SLBE	Total LBE/SLBE %	Total Percentages	For Tracking Only		
								Ethn:	MBE	WBE
PRIME	Premier Protective Services	Oakland	CB		100%	100%	100%	C		
Project Totals				0%	100%	100%	100%		0%	0%
Requirements: The 20% requirements is a combination of 10% LBE and 10% SLBE participation. An SLBE firm can be counted 100% towards achieving 20% requirements.				LBE 10%	SLBE 10%	TRUCKING 20%		Ethnicity AA = African American A = Asian C = Caucasian H = Hispanic NA = Native American O = Other NL = Not Listed		
Legend		LBE = Local Business Enterprise SLBE = Small Local Business Enterprise Total LBE/SLBE = All Certified Local and Small Local Businesses NPLBE = NonProfit Local Business Enterprise NPSLBE = NonProfit Small Local Business Enterprise			UB = Uncertified Business CB = Certified Business MBE = Minority Business Enterprise WBE = Women Business Enterprise					



DEPARTMENT OF CONTRACTING AND PURCHASING

Social Equity Division

PROJECT COMPLIANCE EVALUATION FOR :

Project No.

RE: Request for Proposal for Security Guard Services at Various City Buildings

CONSULTANT/CONTRACTOR: Security Code 3 Inc.

<u>Engineer's Estimate:</u>	<u>Contractors' Bid Amount</u>	<u>Over/Under Engineer's Estimate</u>
NA	NA	NA

<u>Bid discounted amount:</u>	<u>Discount/Preference Points:</u>
N/A	2 points

- 1. Did the 20% local/small local requirement apply: YES
- 2. Did the contractor meet the 20% requirement YES
 - a) % of LBE participation 0%
 - b) % of SLBE participation 25%

3. Did the contractor receive bid discount/preference points? YES
 (If yes, list the points received) 2 points

5. Additional Comments.

6. Date evaluation completed and returned to Contract Admin./Initiating Dept.

7/29/2010
Date

Reviewing Officer: Vivian Orner

Date: 7/29/10

Approved By: Shelley Oarensburg

Date: 7/29/10

LBE/SLBE Participation Security Code 3, Inc.

Project Name: Request for Proposal for Security Guard Services at Various City Buildings

Project No.:		Engineer's Estimate				Under/Over Engineers Estimate:				
Discipline	Prime & Subs	Location	Cert. Status	LBE	SLBE	Total LBE/SLBE %	Total Percentages	For Tracking Only		
								Ethn	MBE	WBE
PRIME Security	Security Code 3, Inc. ANI Security	San Jose Oakland	UB CB		25%	25%	75%			
							25%			
								25%		
Project Totals				0%	25%	25%	100%		25%	0%
Requirements: The 20% requirements is a combination of 10% LBE and 10% SLBE participation. An SLBE firm can be counted 100% towards achieving 20% requirements.				LBE: 10%	SLBE: 10%	TRUCKING: 20%		Ethnicity AA = African American A = Asian C = Caucasian H = Hispanic NA = Native American O = Other NL = Not Listed		
Legend LBE = Local Business Enterprise SLBE = Small Local Business Enterprise Total LBE/SLBE = All Certified Local and Small Local Businesses NPLBE = NonProfit Local Business Enterprise NPSLBE = NonProfit Small Local Business Enterprise				UB = Uncertified Business CB = Certified Business MBE = Minority Business Enterprise WBE = Women Business Enterprise						



DEPARTMENT OF CONTRACTING AND PURCHASING

Social Equity Division

PROJECT COMPLIANCE EVALUATION FOR :

Project No.

RE: Request for Proposal for Security Guard Services at Various City Buildings

CONSULTANT/CONTRACTOR: Security Management & Consulting International, Inc.

Engineer's Estimate:

NA

Contractors' Bid Amount

NA

Over/Under Engineer's Estimate

NA

Bid discounted amount:

N/A

Discount/Preference Points:

2 points

1. Did the 20% local/small local requirement apply: YES

2. Did the contractor meet the 20% requirement YES

a) % of LBE participation 0%

b) % of SLBE participation 25%

3. Did the contractor receive bid discount/preference points? Yes

(If yes, list the points received)

2 points

5. Additional Comments.

[Empty box for additional comments]

6. Date evaluation completed and returned to Contract Admin./Initiating Dept.

7/29/2010

Date

Reviewing Officer:

Maria M...

Date: 7/29/10

Approved By:

Shelley Qarenburg

Date: 7/29/10

LBE/SLBE Participation Security Management & Consulting International. Inc.

Project Name: Request for Proposal for Security Guard Services at Various City Buildings

Project No.:		Engineer's Estimate				Under/Over Engineers Estimate:					
Discipline	Prime & Subs	Location	Cert. Status	LBE	SLBE	Total LBE/SLBE %	Total Percentages	For Tracking Only			
								Ethn	MBE	WBE	
PRIME Security Services	Security Management & Consulting International, Inc.	Oakland	UB				75%	H	75%		
	ANI Private Security & Patrol, Inc.	Oakland	CB		25%	25%	25%	AA	25%		
Project Totals				0%	25%	25%	100%		100%	0%	
Requirements: The 20% requirements is a combination of 10% LBE and 10% SLBE participation. An SLBE firm can be counted 100% towards achieving 20% requirements.				LBE 10%	SLBE 10%	TRUCKING 20%		Ethnicity AA = African American A = Asian C = Caucasian H = Hispanic NA = Native American O = Other NL = Not Listed			
Legend				LBE = Local Business Enterprise SLBE = Small Local Business Enterprise Total LBE/SLBE = All Certified Local and Small Local Businesses NPLBE = NonProfit Local Business Enterprise NPSLBE = NonProfit Small Local Business Enterprise				UB = Uncertified Business CB = Certified Business MBE = Minority Business Enterprise WBE = Women Business Enterprise			



DEPARTMENT OF CONTRACTING AND PURCHASING

Social Equity Division

PROJECT COMPLIANCE EVALUATION FOR :

Project No.

RE: Request for Proposal for Security Guard Services at Various City Buildings

CONSULTANT/CONTRACTOR: US Security Associates, Inc.

<u>Engineer's Estimate:</u>	<u>Contractors' Bid Amount</u>	<u>Over/Under Engineer's Estimate</u>
NA	NA	NA

<u>Bid discounted amount:</u>	<u>Discount/Preference Points:</u>
N/A	2 points

- 1. Did the 20% local/small local requirement apply: YES
- 2. Did the contractor meet the 20% requirement YES
 - a) % of LBE participation 0%
 - b) % of SLBE participation 25%

3. Did the contractor receive bid discount/preference points? Yes
 (If yes, list the points received) 2 points

5. Additional Comments.

6. Date evaluation completed and returned to Contract Admin./Initiating Dept.

7/29/2010
Date

Reviewing Officer: Maria Jume

Date: 7/29/10

Approved By: Shelley Darenburg

Date: _____

al for Security Gu	Engineer's E	Location		eot Totals	10% LBE and 10% S 1 100% towards achit	prise ss Enterprise ed Local and Small Loc usiness Enterprise ocal Business Enterpr
			Belmont Oakland			

LBE/SLBE Participation Marina Security Services

Project Name: Request for Proposal for Security Guard Services at Various City Buildings

Project No.:		Engineer's Estimate				Under/Over Engineers Estimate:				
Discipline	Prime & Subs	Location	Cert. Status	LBE	SLBE	Total LBE/SLBE %	Total Percentages	For Tracking Only		
								Ethn	MBE	WBE
PRIME	Marina Security Services	Oakland	UB				100%	C		
Project Totals				0%	0%	0%	100%		0%	0%
Requirements: The 20% requirements is a combination of 10% LBE and 10% SLBE participation. An SLBE firm can be counted 100% towards achieving 20% requirements.				LBE: 10%	SLBE: 10%	TRUGKING: 20%		Ethnicity AA = African American A = Asian C = Caucasian H = Hispanic NA = Native American O = Other NL = Not Listed		
Legend		LBE = Local Business Enterprise SLBE = Small Local Business Enterprise Total LBE/SLBE = All Certified Local and Small Local Businesses NPLBE = NonProfit Local Business Enterprise NPSLBE = NonProfit Small Local Business Enterprise			UB = Uncertified Business CB = Certified Business MBE = MInority B business Enterprise WBE = Women Business Enterprise					

FILES
OFFICE OF THE CLERK
OAKLAND

OAKLAND CITY COUNCIL

DRAFT

City Attorney

2011 JAN 19 PM 6:03
RESOLUTION No. _____ C.M.S.

RESOLUTION AWARDING THE SECURITY SERVICES CONTRACT FOR CITY FACILITIES FOR A TERM PERIOD OF TWO YEARS WITH A ONE YEAR EXTENSION OPTION TO CYPRESS PRIVATE SECURITY IN AN AMOUNT NOT-TO-EXCEED TWO MILLION DOLLARS (\$2,000,000) ANNUALLY AND AUTHORIZING THE CITY ADMINISTRATOR TO INCREASE THE CONTRACT UP TO AN ADDITIONAL TEN PERCENT (10%) TO COVER INCREASED LABOR COSTS DURING THE TERM OF THE CONTRACT AND TO EXTEND THE CONTRACT ON A MONTH-TO-MONTH BASIS UPON EXPIRATION OF THE ORIGINAL OR EXTENDED TERM UNTIL A NEW REQUEST FOR PROPOSAL PROCESS IS COMPLETED

WHEREAS, the City of Oakland has various municipal facilities and properties which require unarmed guard personnel to provide security services to protect the public, city personnel, officials, and property; and

WHEREAS, these facilities include, but not limited to, Civic Center Complex, certain branch libraries, parking facilities, Public Works maintenance facilities, senior centers, multi-service centers; and

WHEREAS, the City issued a request for proposals and interviewed all ten (10) companies who submitted proposals and the most qualified, firm was selected to provide the needed professional security services; and

WHEREAS, Cypress ranked number one in the RFP process and met the minimum 20% LBE/SLBE requirement, was selected to provide security services at all other City sites based on their experience providing security services at government and municipal sites; and

WHEREAS, the City Council finds and determines that this contract is of a professional, technical or scientific and temporary nature; and

WHEREAS, funds are available in the Facilities Services Fund (4400), Library Services Retention-Enhancement Fund (2240) and Multipurpose Reserve Fund (1750); and

WHEREAS, the City Council finds and determines that this contract shall not result in the loss of employment or salary of any person having permanent status in the competitive services; now, therefore, be it

RESOLVED: That the Security Services Contract for City Facilities is awarded to Cypress Private Security for a term period of two years in an amount not-to-exceed two million dollars (\$2,000,000.00), annually; and be it

FURTHER RESOLVED: That the City Administrator is authorized to extend the Security Services Contract for one additional year upon satisfactory performance by the contractor; and be it

FURTHER RESOLVED: Upon expiration of the original or extended term of the contract the City Administrator is authorized to extend the contract on a month-to-month basis until such time as the City completes a new request for proposal process; and be it

FURTHER RESOLVED: That the City Administrator or his designee authorized to increase up to 10% over the estimated contract amount to provide compensation to meet the cost of labor resulting from the Oakland Living Wage Ordinance annual adjustments or other State and federal legislation that is enacted during the course of the contract; and be it

FURTHER RESOLVED: That the City Administrator or his designee is hereby authorized as agent for the City to conduct all negotiations, execute and submit all documents, including but not limited to agreements, amendments, extensions, modifications, payment requests and related actions, which may be necessary for the completion of the aforementioned agreement in accordance with its basic purpose; and be it

FURTHER RESOLVED: That a copy of said agreement will be approved by the Office of the City Attorney for form and legality and a copy will be on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20_____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, BRUNNER DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, SCHAFF, and PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California