



City of Sacramento City Council

915 I Street, Sacramento, CA, 95814
www.CityofSacramento.org

Meeting Date: 12/4/2012

Report Type: Consent

Title: Unarmed Security Guard Services [2/3 Vote Required]

Report ID: 2012-00913

Location: Citywide

Recommendation: Pass a Motion: 1) suspending competitive bidding in the best interests of the City; and 2) authorizing the use of a Request for Qualification (RFQ) process to solicit qualified contractors to participate in an Invitation for Bid (IFB) for unarmed security guard services.

Contact: Rochelle Freyman, Administrative Technician, (916) 808-5748, General Services Department

Presenter: None

Department: General Services Dept

Division: Procurement Services Admin

Dept ID: 13001061

Attachments:

1-Description/Analysis

City Attorney Review

Approved as to Form
Kourtney Burdick
11/21/2012 10:37:57 AM

City Treasurer Review

Reviewed for Impact on Cash and Debt
John Colville
11/16/2012 8:01:04 AM

Approvals/Acknowledgements

Department Director or Designee: Craig Lymus - 11/19/2012 9:58:51 AM



Description/Analysis

Issue: The City has an ongoing requirement for unarmed security guard services for approximately 22 City facilities. The current contract with National Security Services, Inc. will expire on March 23, 2013. This report recommends the use of a RFQ process to establish a pool of qualified candidates to participate in an IFB process.

Policy Considerations: The recommendations in this report are in accordance with the provisions of City Code Section 3.56.230(C), which states that the restrictions and provisions of City Code requiring the award of contracts by competitive bidding shall not apply when, upon two-thirds vote of the City Council, it is determined that it is in the best interests of the City to suspend competitive bidding for any contract.

Economic Impacts: None

Environmental Considerations:

California Environmental Quality Act (CEQA): The recommendations in this report involve the administrative activity of contracting for nonprofessional services and are exempt from CEQA review pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

Sustainability: Not applicable

Commission/Committee Action: None

Rationale for Recommendation: The recommendations in this report to use a RFQ process followed by an IFB follow the same process that was used for the existing contract. A RFQ process requires respondents to provide information that is critical in selecting a provider for security services such as experience, training and medical certifications, screening requirements for testing of controlled substances, etc. In addition, respondents will be required to identify health benefits offered, which was a key factor when City Council awarded the existing contract on February 26, 2008 (Resolution No. 2008-106). The RFQ process will establish a pool of qualified candidates to participate in the subsequent IFB, which will be awarded based on price among the pre-qualified firms. Suspending competitive bidding is required because using an RFQ process for nonprofessional services is an alternative to the typical process of selecting a contractor on the basis of lowest qualified bid.

Financial Considerations: This report does not result in any financial impact to the City.

Emerging Small Business Development (ESBD): At this time no goods or services are being purchased as a result of this report.