REPORT TO COUNCIL
City of Sacramento

915 I Street, Sacramento, CA 95814-2604
Www. CityofSacramento.org

Continued to 12-4-07

CONSENT
November 27, 2007

Honorable Mayor and
Members of the City Council

Title: Pre-Qualification of Contractors for Citywide Unarmed Security Guard Services Contract

Location/Council District: Citywide

Recommendation: Adopt a **Resolution:** 1) approving the recommended list of unarmed security guard services contractors; 2) suspending competitive bidding as in the best interests of the City; and 3) authorizing the Procurement Division to issue an invitation for bid to the eleven contractors recommended through a pre-qualification process.

Contact: Christopher Stewart, Procurement Services Manager, 808-6202

Presenters: None

Department: General Services

Division: Procurement Services

Organization No: 1181

Description/Analysis

Issue: The City of Sacramento has ongoing requirements for unarmed security guard services for various City facilities. Securitas International Security Services, the current contractor, has provided these critical services for the past five years. Now that the current six-month contract extension, No. 2007-193, will expire on February 28, 2008, the City must solicit bids to determine which contractor is most qualified to continue these critical services.

As directed by City Council, staff has initiated a pre-qualification process to identify a list of potential contractors that are capable of providing the level of security service required to support City operations. On October 8, 2007 staff solicited a Request for Qualifications (RFQ) to over 150 providers of unarmed

security guard services. The qualification survey was developed in response to recommendations from City staff, public comment, and City Council's recommendations. The survey included questions that made inquiries as to a contractor's years in business, employment and hiring practices, guard training, licensing and certification, availability of medical and dental benefits, composition and size of workforce, small business certification, current or pending litigation, willingness to conform to City requirements, capability to perform services for an organization similar in size to the City, and a list of references. A summary of the survey response is listed in attachment 3.

The solicitation for qualified security contractors was posted on the City's website and advertised to the general public via direct mail. Responses were received from twelve security contractors. After carefully evaluating all responses, staff determined that the eleven contractors listed in Attachment 1 are qualified to proceed to the bidding phase. The Invitation for Bid (IFB) is scheduled to be issued on November 28, 2007. Because the IFB will be to a limited number of contractors and not to the general public, in order to issue the IFB it is necessary to suspend competitive bidding as in the best interests of the City.

Policy Considerations: The recommendation in this report is in accordance with the provisions of City Code Section 3.56.

Environmental Considerations: The current project has been determined to be exempt from the requirements of the California Environmental Quality Act (CEQA), under Sections 15061(b)(3), which states that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and 15301 relating to projects for repairs and maintenance of existing City facilities.

Rationale for Recommendation: Each of the recommended companies shown in Attachment 2 are capable of providing the City with unarmed security guard service based on the responses provided in the contractor questionnaire. These findings are presented to City Council in an open forum in order to facilitate public comment and advice that should be considered prior to approving this list of contractors. Each of the contractors recommended to participate in this process have already registered with the Sacramento Police Department, which will be a contractual requirement for the successful contractor.

The only company not recommended to proceed to the next phase of the bid process is Cerberus Protection Services. This determination is based on the vendor's responses to the Request for Qualifications (RFQ), specifically length of time in business, licensing and permits, number of total workforce, etc. As such, only those contractors contained within this approved list will be allowed to participate in the upcoming bid that will evaluate the contractors' capability and pricing according to City requirements.

Financial Considerations: There is no financial impact with the actions recommended in this report. Security services are included in the FY2007/08 operating budget of the various City departments.

Emerging Small Business Development (ESBD): Two of the RFQ responses were from certified emerging/small business enterprise companies. However, only one of those, National Security Industries of San Jose, is recommended as a qualified contractor.

Respectfully Submitted by: _____
Chris Stewart
Procurement Services Manager

Approved by: _____
Reina J. Schwartz
Director, Department of General Services

Recommendation Approved:

_____
for Ray Kerridge
City Manager

Table of Contents:

	Report	Pg 1
Attachments		
1	Background	Pg 4
2	List of Recommended Contractors	Pg 5
3	Summary of RFQ responses	Pg 6
4	Resolution	Pg 7

Attachment 1

Background

On August 8, 2002, City Council adopted staff's recommendation to award a contract for uniformed unarmed security guard services to Burns International Security Services in an amount not to exceed $2.75 million per contract year. This contract expired August 31, 2007.

On August 28, 2007, City Council adopted Resolution No. 2007-627 awarding a contract to Securitas Security Services, Inc. (formerly Burns International Security Services) for a maximum length of one year in an amount not to exceed $2.75 million. This contract was intended to provide continuity of security services and give staff sufficient time to develop new bid specifications in anticipation of a new invitation for bid process for security services.

Attachment 2

COMPANIES RECOMMENDED TO PARTICIPATE IN INVITATION FOR BID FOR UNARMED SECURITY GUARD SERVICES – RFQ NO. B081181032

American Corporate Security 15 Business Pk Way #115 Sacramento, CA 95828

Cal State Patrol Service Inc, 7000 Franklin Blvd #645 Sacramento, CA 95823

Comprehensive Security Services, 1250 Sutterville Rd #150 Sacramento, CA 95822

DWB Protective Services, P.O. Box 1431 North Highlands, CA.95660

International Services Inc.3771 West 242nd Street, Torrance, CA 90505

Monument Security, 5634 Price Ave McClellan, CA 95652

National Security Industries, 2081 Curtner Ave San Jose, CA 95124 **

Olympic Security Services, 631 Strander Blvd. #A Tukwila, WA 98188

Securitas Security Services, 2045 Hurley Way #175, Sacramento, CA 95825

Silicon Valley Security, 4990 Speak Lane #270 San Jose, CA 95118

Universal Protection Services, 980 9th Street, 16th Floor, Sacramento, CA. 95814

** Small Business Enterprise

Summary of responses to RFQ #B081181032 security contractors

Questions	1	2	3	4	5	6	7	8	9	10	11	12	13
Business Name	Yrs In Business /State License expiration date	Employment/ EO/ND Policy	Provides Guard Trng	CA License	Offers medical/ dental benefits	Comply with LW/EBO Reqmts.	SBE	Drug test	Pending lawsuits	Currently or previously performed contract similar to size/scope of Sacramento	Number of Security Guards employed	Legal judgment filed against employer	Reference
American Corporate Security, Inc. Sacramento, CA	5 yrs/ 2008	Y	Y	Y	Y	Y	N	Y	N	N	897	N	P
Cal State Patrol Service, San Francisco, CA	9 yrs/ 2008	Y	Y	Y	Y	Y	N	Y	N	Y	30	N	P
Cerberus Protection Services, Citrus Heights, CA	1.5 yrs/Not Provided	Y	Y	N	Y	Y	Y	N	Y	N	10	Y	P*
Comprehensive Security Services, Sacramento CA	10 yrs/2007	Y	Y	Y	N	Y	N	Y	N	N	459	N	P
DWB Protective Service,North Highlands, CA	6 yrs/ 2008	Y	Y	Y	Y	Y	N	Y	N	N	67	N	P
International Services Inc	3 yrs/ 2009	Y	Y	Y	N	Y	N	Y	N	Y	1743	N	P
Monument Security McClellan, CA	3 yrs/ 2009	Y	Y	Y	Y	Y	N	Y	N	N	340	N	P
National Security Industries San Jose, CA	9 yrs/ 2009	Y	Y	Y	Y	Y	Y	Y	N	Y	290	N	P
Olympic Security Services, Tukwilla, WA	7 yrs/ 2008	Y	Y	Y	Y	Y	N	Y	N	Y	710	N	P
Securitas Security Service Sacramento, CA	6 yrs/ 2009	Y	Y	Y	Y	Y	N	Y	N	Y	878	N	P
Silicon Valley Security San Jose, CA	5 yrs/ 2008	Y	Y	Y	N	Y	N	Y	N	Y	289	N	P
Universal Protection Service, Santa Ana, CA	6 yrs/ 2009	Y	Y	Y	Y	Y	N	Y	Y	Y	4723	N	P

Key:
Y=yes, N=no, P=positive
P* = References relunctant

RESOLUTION NO. 2007-XXXX

Adopted by the Sacramento City Council

November 27, 2007

APPROVING PRE-QUALIFIED LIST OF CONTRACTORS TO PARTICIPATE IN THE INVITATION FOR BID PROCESS FOR UNARMED SECURITY GUARD SERVICES

BACKGROUND

A. The City of Sacramento has ongoing requirements for unarmed security guard services for various city facilities. The current contract expires February 28, 2008.

B. On October 8, 2007, staff solicited a public Request for Qualifications (RFQ) survey B081181032 to all known providers of unarmed security services.

C. This solicitation was posted on the City's website through the inter-net bid posting and advertised to the general public via direct mail. One hundred-fifty (150) potential bidders and/or security contractors received a copy of the RFQ. Responses were received from twelve security contractors.

D. Staff has evaluated all responses and determined that the eleven contractors meet the requirements for participating in a future Invitation for Bid (IFB) process for unarmed security services.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

Section 1. The recommended unarmed security guard services contractors shown in Exhibit A are accepted and qualified to participate in the IFB process scheduled for November 28, 2007.

Section 2. The process for qualifying unarmed security guard services contractors is hereby closed.

Section 3. It is in the best interests of the City to suspend competitive bidding and competitive bidding is hereby suspended.

Section 4. The Procurement Division is authorized to issue an invitation for bid for unarmed security guard services, in accordance with City policy, to all contractors recommended from the results of RFQ.

Table of Contents

Exhibit A – List of Recommended Contractors Pg 8

Exhibit A

COMPANIES RECOMMENDED TO PARTICIPATE IN INVITATION FOR BID FOR UNARMED SECURITY GUARD SERVICES – RFQ NO. B081181032

American Corporate Security 15 Business Pk Way #115 Sacramento, CA 95828

Cal State Patrol Service Inc, 7000 Franklin Blvd #645 Sacramento, CA 95823

Comprehensive Security Services, 1250 Sutterville Rd #150 Sacramento, CA 95822

DWB Protective Services, P.O. Box 1431 North Highlands, CA.95660

International Services Inc.3771 West 242nd Street, Torrance, CA 90505

Monument Security, 5634 Price Ave McClellan, CA 95652

National Security Industries, 2081 Curtner Ave San Jose, CA 95124 **

Olympic Security Services, 631 Strander Blvd. #A Tukwila, WA 98188

Securitas Security Services, 2045 Hurley Way #175, Sacramento, CA 95825

Silicon Valley Security, 4990 Speak Lane #270 San Jose, CA 95118

Universal Protection Services, 980 9th Street, 16th Floor, Sacramento, CA. 95814

** Small Business Enterprise