THE CITY OF ASHEVILLE

STAFF REPORT

Council Meeting Date: November 10, 2020

Subject: City Security Guard Services Contract

Staff Resource(s): Jade Dundas, Capital Projects Director

Action Requested: Adoption of a resolution authorizing the City Manager to enter into a contract with Strategic Security Corp. in the amount not to exceed $250,000 for a period of one year and to execute four, one-year renewal options with no more than a 3% annual increase in the cost of the contract to provide security services for no more than five consecutive years.

Background:

- The City Hall Operations (CHO) Division of the Capital Projects Department provides a variety of functions including overseeing security services at the Public Works and City Hall Buildings.
- The firm GuardOne previously provided security guard services at a cost not to exceed $140,000 per year. The hourly rate charged by GuardOne was $17.70 per hour. Strategic Security Corp charges $22.66 per hour. In addition, a guard was added last winter at Public Works to provide full time consistent coverage during all hours of operation.
- A Request for Proposals (RFP) was issued recently requesting proposals and costs for providing Security Guard services.
- Scoring of the proposals was based upon a weighted combination considering qualifications and costs. The recommendations were not based exclusively on the lowest cost. The use of the following criteria ensured that the overall approach to work was best suited to meet the City's needs and not just the lowest bid.
    - Evaluations were based upon the below weighted categories
        - Development of Team 25%
        - Portfolio Summary 15%
        - Approach to work weighted at 20%.
        - Proposed cost has a 40% weighting.
- Six companies submitted proposals and costs. Using a weighted scoring system, Martin Edwards & Associates scored the best, but was unable to meet the needs of the City. Strategic Security Corp. scored second highest and is being recommended as the service provider.
    - Martin Edwards & Associates - Linden NC - 8.69
    - Strategic Security Corp - Commack NY (Local Charlotte North Carolina Branch) - 8.52
    - GuardOne Security - HQ Lawrenceville GA (Local branch Matthews NC) - 8.51
    - Allied Universal Security Services - HQ Conshohocken, PA (Local branch Charlotte, NC) - 8.39
    - SAKOM -- HQ Appleton WI (Local branch Greenville SC) - 8.13
    - Global Guardian - McLean VA - 4.56
- The transition of these service providers occurred at the time of the reopening of city facilities during the COVID-19 pandemic and due to unexpected complications with another contractor which resulted in an interim contract.
- There will be an expected annual increase to the cost of the contract of 3%.

Vendor Outreach Efforts:

- Staff performed outreach through solicitation processes using the State's Interactive Purchasing System.
- Strategic Security Corp is a certified female-owned business out of New York with a local branch in Charlotte, North Carolina.

Council Goal(s):

- Smart City

Committee(s):

- None

Pro(s):

- Provides security for both staff and visitors
- Consistent security services at multiple buildings
- Flexibility to add additional staff if security needs change

Con(s):

- Security personnel will be learning about the security of City facilities in a transition period while COVID still impacts facility activity.
- Annual costs show an increase of $110,000 compared to the prior contract.

Fiscal Impact:

- The current adopted General Fund budget included $140,000 to continue the prior security contract.
- Funding needed to cover the higher costs in the current year will come from vacancy savings in the Capital Project Department.
- The contract is contingent on budget appropriations to cover the costs in future fiscal years.

Suggested Motion:

- Motion to adopt a resolution authorizing the City Manager to enter into a contract with Strategic Security Corp in the amount not to exceed $250,000 for a period of one year and to execute four, one-year renewal options with no more than a 3% annual increase in the cost of the contract to provide security services for no more than five consecutive years.

Attachment(s)

- Resolution

RESOLUTION NO. 20-_____

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A NEW CONTRACT FOR CITY GUARDS AGREEMENT WITH STRATEGIC SECURITY CORP FOR A PERIOD OF ONE YEAR, WITH THE OPTION OF FOUR, ONE YEAR RENEWALS TO PROVIDE CITY GUARD SERVICES FOR NO MORE THAN FIVE CONSECUTIVE YEARS

WHEREAS, the City of Asheville has authority pursuant to Article 3 of Chapter 160A of the North Carolina General Statutes to enter into contracts for services with other entities; and

WHEREAS, the City of Asheville is currently under contract with Strategic Security Corp for the provision of City Guard services; and

WHEREAS, the City of Asheville desires to renew the above-referenced contract for an additional one-year; and

WHEREAS, the City of Asheville is seeking to modify the existing contract to include a term of service that will not exceed a period of five consecutive years; and

WHEREAS, funding for said work is included in the current fiscal budget of the Capital Projects Department;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ASHEVILLE THAT:

The City Manager is hereby authorized to enter into a new contract for City Guards agreement with Strategic Security Corp in the amount not to exceed $250,000 for a period of one year, with the option of four, one year renewals to provide City guard services for no more than five consecutive years.

Read, approved, and adopted this 10th day of November 2020.

_____ _____

City Clerk Mayor

Approved as to form:

_____

City Attorney