THE CITY OF ASHEVILLE

STAFF REPORT

Council Meeting Date: June 23, 2020

Subject: City Security Guard Services Contract I

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

Action Requested: Adoption of a resolution authorizing the City Manager to enter into a contract with Martin Edwards and Associates in the amount not to exceed $140,000 for a period of one year with the option of four, one-year renewals 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 services including overseeing Security Guards to Public Works and City Hall Buildings.
- Security guard services were previously provided by GuardOne at a not to exceed amount of $140,000 per year.
- A Request for Proposals was issued recently requesting proposals and costs for providing Security Guard services.
- Scoring 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 ensures an overall approach to work is best suited vs just being the lowest bid.
    - Experience and capacity weighting of 40% comprised two tiers
        - 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 and Associates scored the highest and is being recommended as the service provider.
    - Martin Edwards & Associates - Linden NC - 8.69
    - Strategic Security Corp - Commack NY - 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 will coordinate with the reopening of city facilities during the COVID-19 pandemic.
- Annually, renewals will be brought before City Council for authorization to extend the contract.

Vendor Outreach Efforts:

- Staff performed outreach through solicitation processes using the State's Interactive Purchasing System. Martin Edwards and Associates is a certified Historically Underutilized Business (HUB) identified on the HUB website as a female-owned business out of Linden, NC.

Council Goal(s):

- Smart City

Committee(s):

- None

Pro(s):

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

Con(s):

- Security personnel will be learning about the security of City facilities in a transition period post COVID.

Fiscal Impact:

- Costs for the first year of these services are included in the FY 2020-21 Proposed General Fund Budget in the City Hall Operations Division of the Capital Projects Department.
- The contract is contingent on budget appropriations in future fiscal years.

Suggested Motion:

- Motion to adopt a resolution authorizing the City Manager to enter into a contract with Martin Edwards and Associates in the amount not to exceed $140,000 for a period of one year, with the option of four, one year renewals to provide City security guard 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 SECURITY GUARD SERVICES AGREEMENT WITH MARTIN EDWARDS AND ASSOCIATES FOR A PERIOD OF ONE YEAR, WITH THE OPTION OF FOUR, ONE YEAR RENEWALS TO PROVIDE CITY ARMED 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 Martin Edward Associates for the provision of City Security 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 in the City Hall Operations Division 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 Armed Guards agreement with Martin Edwards and Associates in the amount not to exceed $140,000 for a period of one year, with the option of four, one year renewals to provide City security guard services for no more than five consecutive years.

Read, approved, and adopted this 23th day of June 2020.

_____ _____

City Clerk Mayor

Approved as to form:

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City Attorney