



AGENDA ITEM REPORT

DATE: June 19, 2018
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Award Contract for Security and Parking Monitor Services - Countywide

I. MOTION REQUESTED

- A) Award contract for Request to Proposal No. RFP160632DKR Security and Parking Monitor Services Countywide to First Coast Security Services, Inc., for use on an as needed basis for security and parking monitor services, as approved in the departments' annual adopted budgets, for an initial period of one year.
- B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C) Grant the Director of Procurement Management the authority to negotiate renewals of the contract, including changes in price, for up to three additional one-year periods, and/or to extend the contract, and to execute all associated documents, with County Administration approval, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County. And grant the Director of Procurement Management authorization to terminate Allied Universal Security Services existing contract.

II. ITEM SUMMARY

Awards a contract to First Coast First Coast Security Services, Inc., for use on an as needed basis for security and parking monitor services countywide for an initial period of one year with an option to renew the contract for up to three additional one-year periods. Total expenditures under this contract during Fiscal Year 2016-2017 were approximately \$115,733.41.

III. BACKGROUND AND IMPLICATIONS OF ACTION

- A) Board Action and Other History
 Procurement Management obtained proposals for security and parking monitor services to fulfill the needs of the main users, Facilities Construction and Management and the Library System. On the submission deadline of December 7, 2016, Procurement Management received seven submittals. The proposals were reviewed by the evaluation committee on January 30, 2017. The evaluation committee considered such criteria as staff overall experience/ business qualifications methodology, transition and approach to perform the required services, and ultimately recommended awarding the contract to Universal Protection Service, LLC dba Allied Universal Security Services.

 The Board awarded a contract to Allied Universal Security Services on May 16, 2017 (Blue Sheet No. 20170216), but the firm failed to meet the contract requirements. As a result, the contract with Allied Universal Security Services shall be terminated, and staff recommends award to the second-ranked proposer, First Coast Security Services, Inc.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See comments below.
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	Yes
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments:	

Expenditures will be as needed and as approved in the departments' annual adopted budgets.
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V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION**VII. FOLLOW UP****ATTACHMENTS:**

Description	Upload Date	Type
Blue Sheet 20170216	6/5/2018	Backup Material
Proposed Contract	6/8/2018	Contract
061918R-C29-Serv Contract Agr with First Coast Security Services Inc	6/27/2018	Agreement

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Turner, Nicole	Approved	6/8/2018 - 12:48 PM
Budget Services	Henkel, Anne	Approved	6/8/2018 - 12:58 PM
Budget Services	Winton, Peter	Approved	6/8/2018 - 1:14 PM
County Attorney	Fraser, Andrea R.	Approved	6/8/2018 - 3:40 PM
County Manager	Brady, Christine	Approved	6/11/2018 - 3:04 PM