

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: ALAN ALTON, ACTING CHIEF FINANCIAL OFFICER, FINANCE  
DEPARTMENT  
BRANDALYN TRAMEL, PURCHASING AGENT, FINANCE  
DEPARTMENT  
SUBJECT: BID AWARD - GENERAL SERVICES AGREEMENTS F001651 -  
SECURITY GUARD SERVICES

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Finance, Police, Transportation and Public Works, and Recreation and Parks Departments that the Council, by resolution, approve bid award and issuance of three year General Services Agreement (GSA) F001651 to DHS Private Security Inc., Canoga Park, CA for unarmed security services, in the amount of \$197,883.

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EXECUTIVE SUMMARY

On March 19, 2013, the City Council awarded Contract No. F000505 for a three-year term with two one-year extension options for security guard services. The current contract is due to expire March 31, 2018 with no further extensions.

BACKGROUND

Unarmed security guards are required for mobile or foot patrol security guard services at various City locations, such as City Hall and City Hall Annex; MSC South; various City Parks; Franklin Cemetery; Luther Burbank Home and Gardens; and Youth Camps. Also included are money pick-up services for Bennett Valley Senior Center, Finley Community/Aquatic Center, Ridgway Swim Center, Steel Lane Community Center and Howarth Park.

PRIOR CITY COUNCIL REVIEW

Not Applicable

ANALYSIS

On February 14, 2018, Invitation For Bid (IFB) 18-20 for security guard services was opened by Purchasing. Of the 23 vendors notified, 5 responses were received and were considered responsive and responsible to the bid requirements. A tabulation of the responsive and responsible bids received is listed below:

**Section I (Unarmed Security Services)**

<b>Vendor</b>	<b>Bid Amount</b>
DHS Private Security, Inc. Antioch, CA	\$197,883
First Alarm Security, Inc. Aptos, CA 95003	\$433,820.88
Weinstein Security Windsor, CA	\$452,844
Shield Protection & Public Safety, Inc. Antioch, CA	\$1,082,849.34
Security Enforcement Alliance American Canyon, CA	\$1,602,467.04

**Section II (Armed Security Services)**

<b>Vendor</b>	<b>Bid Amount</b>
Shield Protection & Public Safety, Inc. Antioch, CA	\$11,250
Security Enforcement Alliance American Canyon, CA	\$13,500
First Alarm Security, Inc. Aptos, CA 95003	\$26,955

Due to the difference in costs of bids received for unarmed security services, staff contacted DHS Private Security Inc. to discuss and confirm acknowledgement of services required at the price identified in the bid response. DHS Private Security is expanding their services to Northern California and has confirmed that sufficient staffing levels in this general area will be provided to provide satisfactory services for this contract. Staff has received good reference check responses for ongoing contract services. As a result, it is determined that DHS Private Security Inc., Antioch, CA is the lowest responsive, and responsible bid for unarmed security guard services (Section I).

Shield Protection & Public Safety, Inc. has been determined as the lowest responsive and responsible bid for armed security guard services (Section II).

FISCAL IMPACT

Funds for this expense are included in the Fiscal Year 2017-18 adopted budget within the departments that utilize the service. As a regular operating expenditure, the services as described are expected to be included in subsequent years' budget proposals when presented to the City Council.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not Applicable

NOTIFICATION

Not Applicable

ATTACHMENTS

- Resolution/Exhibit A (Agreement F001651 DHS Private Security)

CONTACT

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