



# CITY OF PORTLAND

## OFFICE OF MANAGEMENT AND FINANCE

Charlie Hales, Mayor

Fred Miller, Interim Chief Administrative Officer

Bryant Enge, Director, Bureau of Internal Business Services

Christine Moody

Chief Procurement Officer

Procurement Services

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### REGULAR CALENDAR

May 6, 2014

#### TO THE COUNCIL:

The City's Office of Management and Finance, Bureau of Internal Business Services, Facilities Services Division is responsible for providing routine and special event security within City buildings. They manage approximately three million square feet of building space with over 1,500 employees working at the various locations along with a high volume of public use.

On February 26, 2014, City Council passed Ordinance 186475 authorizing the use of a competitive Request for Proposal (RFP) for Uniformed Security Officer Services for the Bureau of Internal Business Services, Facilities Services Division.

On February 14, 2014, the Chief Procurement Officer advertised competitive request for proposal (RFP) #116370 for Uniformed Security Officer Services for the Portland Building, City Hall, 1900 Building, Kerby Building, Columbia Boulevard Wastewater Treatment Plant, ECC and Union Station. On March 18, 2014, seven (7) proposals were received. The proposals were reviewed, evaluated, and scored by the evaluation committee made up of city staff and a minority evaluator, in accordance with Portland City Code 5.33. The proposal from G4S Secure Solutions USA, Inc. was deemed responsive to the requirements of the solicitation and received the highest evaluation score. The City issued a Notice of Intent to Negotiate and Award a Price Agreement to G4S Secure Solutions USA, Inc. on April 10, 2014 and no protests were received.

G4S Secure Solutions USA, Inc. has a current City of Portland Business License Tax Account, is in full compliance with the Equal Benefits Program and their EEO Certification is current through March 1, 2015. G4S Secure Solutions is not a State of Oregon Certified MWESB contractor but will be using a local Qualified Rehabilitation Firm (QRF) to perform some of the duties as part of these services. The level of confidence in the cost estimates for this project is High based on previous years transactions being well documented.

The Chief Procurement Officer recommends the City Council authorize the execution of a price agreement with G4S Secure Solutions USA, Inc. to provide Uniformed Security Officer Services for the Bureau of Internal Business Services, Facilities Services Division for a not to exceed yearly value of \$1,380,713.72 and a 5 year contractual total not to exceed \$6,903,568.60.

Recommended by:

Christine Moody

Chief Procurement Officer

*An Equal Opportunity Employer*

*To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request*

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Agenda No.

## REPORT

Title

Authorize a Price Agreement for Uniformed Security Officer Services for a not to exceed yearly value of \$1,380,713.72 and a five year contractual total not to exceed \$6,903,568.60. 9  
(Procurement Report - RFP No. 116370)

<p style="text-align: center;"><b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Charlie Hales</b></p>	<p>CLERK USE: DATE FILED <u>MAY 23 2014</u></p>
<p style="text-align: center;"><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance and Administration - Hales <i>[Signature]</i></p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p>	<p style="text-align: center;">LaVonne Griffin-Valade Auditor of the City of Portland</p> <p>By: <u><i>[Signature]</i></u> Deputy</p>
<p style="text-align: center;"><b>BUREAU APPROVAL</b></p> <p>Bureau: OMF/Bureau of Internal Business Services <i>[Signature]</i> Interim OMF CAO: Fred Miller Bureau Head: Bryant M. Enge <i>[Signature]</i></p>	<p><b>ACTION TAKEN:</b> <b>MAY 28 2014 ACCEPTED PREPARE CONTRACT</b></p>
<p>Prepared by: Denice Henshaw Date Prepared: May 6, 2014</p>	
<p>Financial Impact &amp; Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p>	
<p><b>City Auditor Office Approval:</b> required for Code Ordinances</p>	
<p><b>City Attorney Approval:</b> required for contract, code, easement, franchise, charter, Comp Plan</p>	
<p>Council Meeting Date <b>May 28, 2014</b></p>	

<b>AGENDA</b>
<p><b>TIME CERTAIN</b> <input type="checkbox"/></p> <p>Start time: _____</p> <p><b>Total amount of time needed:</b> _____ (for presentation, testimony and discussion)</p>
<p><b>CONSENT</b> <input type="checkbox"/></p>
<p><b>REGULAR</b> <input checked="" type="checkbox"/></p> <p><b>Total amount of time needed: 5</b> (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	<i>[Signature]</i>	
2. Fish	2. Fish	✓	
3. Saltzman	3. Saltzman	✓	
4. Novick	4. Novick	✓	
Hales	Hales	✓	