

Portland, Oregon
FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT
For Council Action Items

(Deliver original to City Budget Office. Retain copy.)

1. Name of Initiator Bob Kieta, Project Manager		2. Telephone No. 503-823-2039	3. Bureau/Office/Dept. OMF-Internal Business Services-Facilities Services
4a. To be filed (hearing date): May 28, 2014	4b. Calendar (Check One) <div style="display: flex; justify-content: space-around;"> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/> 4/5ths <input type="checkbox"/> </div>		5. Date Submitted to Commissioner's office and CBO Budget Analyst:
6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed		6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed	

1) Legislation 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.
(Procurement Report - RFP No. 116370)

2) Purpose of the Proposed Legislation:

The purpose of this legislation is to authorize a five year Price Agreement for Uniformed Security Officer Services for a term of five years.

3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?

- | | | | |
|--|------------------------------------|------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> City-wide/Regional | <input type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input type="checkbox"/> North |
| <input type="checkbox"/> Central Northeast | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input type="checkbox"/> East |
| <input type="checkbox"/> Central City | | | |

FINANCIAL IMPACT

4) Revenue: Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If so, please identify the source. No change in revenue generation is anticipated.

5) Expense: What are the costs to the City as a result of this legislation? What is the source of funding for the expense? *(Please include costs in the current fiscal year as well as costs in future year, including Operations & Maintenance (O&M) costs, if known, and estimates, if not known. If the action is related to a grant or contract please include the local contribution or match required. If there is a project estimate, please identify the **level of confidence**.)*

The costs to the City related to this legislation are not expected to exceed \$6,903,568.60 over a five-year period. Funding for the Contract is provided through interagency agreement rental rates

for buildings owned by Facilities Services and interagency agreement billing for other City facilities receiving these security services.

6) Staffing Requirements:

Will any positions be created, eliminated or re-classified in the current year as a result of this legislation? *(If new positions are created please include whether they will be part-time, full-time, limited term, or permanent positions. If the position is limited term please indicate the end of the term.)* **No**

- **Will positions be created or eliminated in *future years* as a result of this legislation?**

No

(Complete the following section only if an amendment to the budget is proposed.)

7) Change in Appropriations *(If the accompanying ordinance amends the budget please reflect the dollar amount to be appropriated by this legislation. Include the appropriate cost elements that are to be loaded by accounting. Indicate "new" in Fund Center column if new center needs to be created. Use additional space if needed.)*

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011]

PUBLIC INVOLVEMENT

8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:

☒ **YES:** Please proceed to Question #9.

☐ **NO:** Please, explain why below; and proceed to Question #10.

9) If "YES," please answer the following questions:

a) What impacts are anticipated in the community from this proposed Council item? This contract will provide for higher wages and health benefits for the contract employees hired to work on this contract as compared to the previous contract. Work has also been done with the participation of SEIU to develop performance standards test which will allow incumbent contract employees a fair opportunity to meet the increased standards of this new contract.

b) Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved? The goods and services contracting community, including contractors certified with the State of Oregon as minority, women, and emerging small businesses became involved when the public notice was noticed on the City's Online Procurement Center on February 14, 2014. Mr. Roy Jay participated as a minority evaluator in the selection process.

c) How did public involvement shape the outcome of this Council item? Potential proposers were able to review the competitive solicitation, ask questions, provide comments, and submit a proposal to the competitive Request for Proposals (RFP).

d) Who designed and implemented the public involvement related to this Council item? The Office of Management and Finance, Bureau of Internal Business Services, Procurement Services advertised the competitive procurement notification on the City's Online Procurement Center that was open to the goods and services contracting community, including numerous contractors certified with the State as minority, women, and emerging small businesses.

e) Primary contact for more information on this public involvement process (name, title, phone, email): Denice Henshaw, CPPB, Sr. Procurement Specialist, 503-823-2299; denice.henshaw@portlandoregon.gov.

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not. No future public involvement is anticipated or necessary for this item.

Bryant Enge

Director, Bureau of Internal Business Services



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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DATE: May 6, 2014

TO: Mayor Charlie Hales

FROM: Christine Moody, Chief Procurement Officer *CM*

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

RE: 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 (Procurement Report – RFP No. 116370)

1. **INTENDED THURSDAY FILING DATE:** May 21, 2014
2. **REQUESTED COUNCIL AGENDA DATE:** May 28, 2014
3. **CONTACT NAME & NUMBER:** Christine Moody x31095
4. **PLACE ON:** ☐ CONSENT ☒ REGULAR
5. **BUDGET IMPACT STATEMENT ATTACHED:** ☒ Yes ☐ No ☐ N/A
6. **ONE (1) ORIGINAL OF CONTRACT "APPROVED AS TO FORM" BY CITY ATTORNEY ATTACHED:** ☐ Yes ☐ No ☒ N/A

7. BACKGROUND/ANALYSIS:

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. The City has a need for Uniformed Security Officer Services for the City at various locations. With the passage of Ordinance 186475, Facilities Services received Council authorization to use a competitive Request for Proposal (RFP) to procure these services.

On February 14, 2014, the Chief Procurement Officer advertised a 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 an 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 the transactions from the previous year are well documented and the prices are in line with what was expected for the forthcoming Price Agreement. Awarding a price agreement to G4S Secure Solutions USA, Inc., will allow the Facilities Services Division to continue its efficient and cost effective uniformed security officer services without interruption in services.

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.

Legal issues - none known

Controversial issues – none known

Citizen participation – Mr. Roy Jay, participated as an evaluator under the Minority Evaluator Program.

Link to current city policies – none

Other governmental participation – none

8. FINANCIAL IMPACT:

The Bureau of Internal Business Services, Facilities Services anticipates the yearly cost for the Price Agreement to be approximately \$1,380,713.72 with funding for the Agreement provided through interagency agreement rental rates for buildings owned by Facilities Services and interagency agreement billing for other City facilities receiving these security services.

9. RECOMMENDATION/ACTION REQUESTED:

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 five year contractual total not to exceed \$6,903,568.60.