

Action Brief

BOARD OF DIRECTORS



Agenda Number 2.c.

CONTACT: Tom Delgado
(623)869-2361
tdelgado@cap-az.com

DATE: November 17, 2009

AGENDA ITEM: Renewal of Contract for Security Services for 2010-11 with Allied Barton, LLC in the Amounts not to Exceed \$990,000 for 2010 and \$990,000 for 2011

RECOMMENDATION:

Renew the Allied Barton Security, LLC contract to provide security services for two years beginning January 1, 2010.

FINANCIAL IMPLICATIONS:

Impact on Budget:

Budget Year	Funds Requested	Funds Included in the Budget	(Over) / Under Budget
2010	\$990,000	\$990,000	0
2011	\$990,000	\$990,000	0

Impact on Reserves: None

Impact on Rates: None

RELEVANT POLICY, STATUTE OR GUIDING PRINCIPLE:

Administrative Purchasing Policy

PREVIOUS BOARD ACTION/ACTIVITY:

The Board awarded the current security services contract on November 1, 2007. Qualified proposals were received from four companies. Allied Barton Security, LLC submitted the lowest responsive and responsible proposal totaling \$935,800 for 2008 and \$986,500 for 2009. Proposals were based on a firm rate for security services at the Seventh Street headquarters facility and an hourly rate based on projected hours for security services at remote sites.

ISSUE SUMMARY/DESCRIPTION:

The current security officers' contract expires on December 31, 2009, and the contract includes a provision for a two year renewal. Allied Barton has performed their duties in a professional manner in accordance with the provisions of the contract.

Allied Barton's rates will remain as originally proposed. The 2010-11 estimate includes security at the Seventh Street facility and security at remote sites. The contract does not guarantee a minimum or maximum number of hours for remote site security. The actual cost for security at remote sites will vary based on the number of planned and emergency maintenance projects at remote sites that occur during the budget years.

Before the end of the renewal period in 2011, staff plans to seek requests for proposal to ensure competitive pricing and that CAP's employees and infrastructure are adequately protected.

SUGGESTED MOTION:

I move to renew the contract with Allied Barton Security, LLC to provide contract security services in the amounts not to exceed \$990,000 for 2010 and \$990,000 for 2011.