

Audit and Accountability Committee



Post Solicitation Briefing for Citywide Security Officer Services

Date: February 23, 2022

Presented by: Craig Hopkins, CIO, Information Technology Services
Department

Solicitation Overview

The Information Technology Services Department solicited a contractor to provide security officer services for buildings, facilities, grounds, and rights-of-ways, for employees, and visitors; emergency response, access control, technology control station monitoring, mobile patrol, and other related security services. It is estimated that the City will utilize these services for approximately 335,000 hours annually for security officer services for emergency response, access control, technology control station monitoring, mobile/foot patrol and other related security services.

Solicitation Type

- Request for Competitive Sealed Proposals (RFCSP)

Estimated Value

- \$9.4 million annually/\$47 million total

Proposed Term

- 3 years with 2, 1-year renewal options

Recommended Award

RFCSP for Citywide Security Officer Services (22-022; 6100014352)	Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D
Score Summary *FINAL EVALUATION JANUARY 31, 2022					
A - Experience, Background, Qualifications	25	24.00	15.29	7.43	8.86
B - Proposed Plan	40	38.71	25.86	13.00	11.00
A - B Sub-Total	65	62.71	41.15	20.43	19.86
C - Price	15	12.40	15.00	14.08	14.98
D - SBE Prime Contract Program	15	0.00	0.00	15.00	0.00
D - MWBE Prime Contract Program	5	0.00	0.00	5.00	0.00
TOTAL SCORE	100	75.11	56.15	54.51	34.84
RANK BASED ON TOTAL SCORE		1	2	3	4

*One evaluation meeting held with interviews and scoring completed.

SBEDA Subcontracting Requirements: 10% M/WBE Subcontracting Goal
 Local Preference Program – Not Applicable
 Veteran Owned Small Business Preference Program – Not Applicable

Due Diligence

Finance and Audit Departments – Due Diligence Results

Number of vendors notified:	1,867
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Number of vendors at pre-submittal conference:	11
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Number of responses received:	5
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Results of Minimum Requirements Review	One respondent deemed non-responsive for failure to meet the 10% M/WBE subcontracting requirement.
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Results of Due Diligence Review	No material findings
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