



## AGENDA MEMORANDUM

Action Item for the City Council Meeting October 15, 2019

**DATE:** October 15, 2019

**TO:** Peter Zaroni, City Manager

**FROM:** Michael Markle, Police Chief  
[MikeMa@cctexas.com](mailto:MikeMa@cctexas.com)  
(361) 886-2601

Kim Baker, Director of Contracts and Procurement  
[KimB2@cctexas.com](mailto:KimB2@cctexas.com)  
(361) 826-3169

### Uniformed Security Guard Services

#### **CAPTION:**

Motion approving a three-year service agreement in an amount not to exceed \$3,659,703.30 with Sec Ops, Inc., of Corpus Christi, Texas, to provide onsite armed and unarmed uniformed security guard services at 11 City facilities, effective upon notice to proceed, with first-year funding in the amount of \$1,046,994.76 available through the Water Fund, Airport Fund, General Fund and Asset Management-Facility Fund.

#### **SUMMARY:**

This motion authorizes a three-year service agreement with Sec Ops, Inc. in an amount not to exceed \$3,659,703.30 to provide uniformed security guard services. The uniformed security guards provide onsite security at various locations including City Hall, the Frost Building (Development Services and EOC), all six libraries, O.N. Stevens Water Plant, the Airport and Corpus Christi-Nueces County Public Health District. The security guards shall be responsible for patrolling and monitoring all spaces contained within the buildings and surrounding parking areas to ensure safety and order are maintained.

#### **BACKGROUND AND FINDINGS:**

The current onsite armed and unarmed uniformed security guard services contract with Base Security & Fire Consultants expires October 31, 2019, with a contract value of \$2,059,513.19. To obtain a new contract, the Contracts and Procurement Department conducted a competitive Request for Proposal (RFP) process and received eight proposals. All eight proposals were screened for the minimum requirements on a pass/fail

basis, and five firms passed. The technical proposals were scored based on the published evaluation criteria, which consisted of: minimum qualifications, technical proposal and interview. The review of the proposals found four firms who ranked the highest and were interviewed by the evaluation committee and scored. After review of the proposals and interview scores, the sealed pricing was opened for the four firms. The proposer with the lowest price received 20 points, the other responsible proposers received a proportional share of the points based on their price. Sec Ops, Inc. ranked the highest based on their overall score of 90.1 out of 100.

The uniformed security guards will be a combination of armed and unarmed guards and will provide onsite security at various locations including City Hall, the Frost Building (Development Services and EOC), all six libraries, O.N. Stevens Water Plant, the Airport and Corpus Christi-Nueces County Public Health District. The security guards shall be responsible for patrolling and monitoring all spaces contained within the buildings and surrounding parking areas to ensure safety and order are maintained.

**ALTERNATIVES:**

Hiring security guards keeps the police officers in the places they are needed most rather than providing security at different City locations. A competitive RFP process was followed for this procurement to continue to supply security at the various locations across the city.

**FISCAL IMPACT:**

The fiscal impact for the FY2020 budget, to the Water Fund, Airport Fund, General Fund and Asset Management-Facility Fund, is \$1,046,994.76 for the first of the three-year service agreement. The cost of \$2,612,708.54 for the remaining two years will be budgeted in future years through the annual budget process.

**Funding Detail:**

Fund: 4010 Water  
Organization/Activity: 31010 Stevens Filter Plant  
Mission Element: 062 Treat Water  
Project # (CIP Only): N/A  
Account: 530000 Professional Services

Fund: 4610 Airport  
Organization/Activity: 35055 Airport Operations  
Mission Element: 272 Manage Airport Operations  
Project # (CIP Only): N/A  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12610 Health Office Building  
Mission Element: 101 Enforce Health & Safety Codes  
Project # (CIP Only): N/A  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12800 Central Library  
Mission Element: 111 Provide Materials  
Project # **(CIP Only)**: N/A  
Account: 530000 Professional Services  
Fund: 1020 General Fund  
Organization/Activity: 12820 Ben F McDonald Public Library  
Mission Element: 111 Provide Materials  
Project # **(CIP Only)**: N/A  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12850 Dr C P Garcia Public Library  
Mission Element: 111 Provide Materials  
Project # **(CIP Only)**: N/A  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12840 Janet F. Harte Public Library  
Mission Element: 111 Provide Materials  
Project # **(CIP Only)**: N/A  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12810 Anita & WT Neyland Public Libr  
Mission Element: 111 Provide Materials  
Project # **(CIP Only)**: N/A  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12830 Facility Management and Maintenance  
Mission Element: 111 Provide Materials  
Project # **(CIP Only)**: N/A  
Account: 530000 Professional Services

Fund: 5115 Asset Management-Facility Fund  
Organization/Activity: 40310 Facility Maintenance – City Hall  
Mission Element: 191 Operate City Buildings and Facilities  
Project # **(CIP Only)**: N/A  
Account: 530210 Building Maint and Service

Fund: 5115 Asset Management-Facility Fund  
Organization/Activity: 40305 Facility Maintenance – Dev Center/EOC  
Mission Element: 191 Operate City Buildings and Facilities  
Project # **(CIP Only)**: N/A  
Account: 530210 Building Maint and Service

**RECOMMENDATION:**

Staff recommends approval of this motion authorizing a three-year service agreement with Sec Ops, Inc. for onsite armed and unarmed uniformed security guard services as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Evaluation Matrix  
Service Agreement