



AGENDA MEMORANDUM

Future Item for the City Council Meeting of February 12, 2013
Action Item for the City Council Meeting of February 26, 2013

DATE: February 12, 2013
TO: Ronald L. Olson, City Manager
FROM: Michael Barrera, Assistant Director of Financial Services
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361-826-3169

Uniformed Guard Security Services

CAPTION:

Motion approving a service agreement with Eddie Garza Security & Investigations, of Corpus Christi, Texas for uniformed guard security services for City Hall, Frost Bank Building, Central Library, Ben F. McDonald Library, Janet F. Harte Library and the O.N. Stevens Water Treatment Plant in accordance with Bid Invitation No. BI-0035-13 based on lowest local bid for an estimated twelve month expenditure of \$296,186.63 of which \$123,411.10 is required for the remainder of FY 2012-2013. The term of the agreements shall be for twelve months with options to extend for up to two additional twelve months periods, subject to the approval of the supplier and the City Manager or designee. Funds have been budgeted by the using departments in FY 2012- 2013.

PURPOSE:

Security Services are required at City Hall, Frost Bank Building, Central Library, Ben F. McDonald Library, Janet F. Harte Library and the O.N. Stevens Water Treatment Plant.

BACKGROUND AND FINDINGS:

The contractor shall be responsible for opening the buildings in the morning's, deactivating the alarm system, monitoring fire alarm system, onsite monitoring of the security system and video surveillance system, patrolling and monitoring all spaces contained within the building and surrounding parking areas to ensure safety and order are maintained.

ALTERNATIVES:

Not Applicable.

OTHER CONSIDERATIONS:

The recommended award is based on Section 26 of the Council Policies of the City of Corpus Christi Code of Ordinance. The ordinance provides for local preference when the local bidder is within 5% of a non local bidder.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and Texas State procurement laws.

EMERGENCY / NON-EMERGENCY:

Non-Emergency.

DEPARTMENTAL CLEARANCES:

Corpus Christi Public Libraries, Facility Maintenance and Water Department

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2012-2013	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$811,524.05	\$172,775.53	\$984,299.58
Encumbered / Expended Amount		\$357,791.67		\$357,791.67
This item		\$123,411.10	\$172,775.53	\$296,186.63
BALANCE		\$330,321.28		\$330,321.28

Fund(s): Corpus Christi Public Libraries, Facility Maintenance and Water Department

Comments:

The \$123,411.10 financial impact shown above represents five months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$172,775.53 will be requested during the normal FY 2013-2014 budget approval process.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation.