



AGENDA MEMORANDUM

Future Item for the City Council Meeting of November 13, 2018
Action Item for the City Council Meeting of November 27, 2018

DATE: November 13, 2018

TO: Keith Selman, Interim City Manager

FROM: Dan Grimsbo, Executive Director of Utilities
DanG@cctexas.com
(361) 826-1718

Kim Baker, Assistant Director of Financial Services-Purchasing Division
KimB2@cctexas.com
(361) 826-3169

Amendment to Uniformed Security Guard Service Agreement
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CAPTION:

Motion authorizing an amendment to Service Agreement No. 830 for additional security guard services at O. N. Stevens Water Treatment Plant with BasE Security and Fire Consultants, LLC, of Rosenberg, Texas, in the amount not to exceed \$208,269.25 for a total revised amount not to exceed \$1,968,755.50.

PURPOSE:

The purpose of this agenda item is to increase the hours of Level 2 security guards at O. N. Stevens Water Treatment Plant.

BACKGROUND AND FINDINGS:

The contract hours requested by the Utilities Department originally for this service was 2,470 hours per contract year. However, the water treatment plant had a need to add the services of Level 2 security guards at O. N. Stevens Water Treatment Plant, including a guard posted at the Contractor Entrance on Hearn Road, with such additional services beginning on April 1, 2017 and lasting for the remaining term of the agreement. Additional security coverage is required by Homeland Security, at the water treatment plant, due to a construction project underway.

ALTERNATIVES:

None

OTHER CONSIDERATIONS:

Not applicable

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Utilities

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year 2018-2019	Current Year	Future Years	TOTALS
Budget	\$1,157,862.94	\$0.00	\$1,157,862.94
Encumbered / Expended Amount	\$371,300.53	\$0.00	\$371,300.53
This item	\$208,269.25	\$0.00	\$208,269.25
BALANCE	\$578,293.16	\$0.00	\$578,293.16

Fund(s): Water Fund

Comments:

RECOMMENDATION:

City staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement No. 830 for Uniformed Security Guard Services
Amendment No. 6