



	Approved	Denied
Date Action Taken:	6/12/06	
Other:		
Verified by:	<i>[Signature]</i>	

**WASILLA CITY COUNCIL ACTION MEMORANDUM**

**AM No. 06-26**

**TITLE: AUTHORIZATION OF A THREE-YEAR CONTRACT AND AWARD OF BID FOR SECURITY GUARD SERVICES TO GUARDIAN SECURITY IN AN AMOUNT NOT TO EXCEED \$95,760 BEGINNING JULY 1, 2006 THROUGH JUNE 30, 2009.**

Agenda of: June 12, 2006

Date: May 26, 2006

Originator: William A. Miller, Purchasing Officer

Route to:	Department	Signature/Date
	Police Chief Youth Court, Dispatch, Code Compliance	
	Culture and Recreation Services Director Library, Museum, Sports Complex	
X	Public Works & Recreation Facility Maintenance Director	<i>[Signature]</i> 5/26/06
X	Finance, Risk Management & MIS Director Purchasing	<i>[Signature]</i>
X	Deputy Administrator Planning, Economic Development, Human Resources	<i>[Signature]</i> 5/26/06
X	City Clerk	<i>[Signature]</i>

**REVIEWED BY MAYOR DIANNE M. KELLER:**

*[Signature: Dianne M. Keller]*

**FISCAL IMPACT:**  yes \$ 31,920.00 or  no Funds Available  yes  no

Account name/number: 001-4510-451.40-90, 340-4530-453.50-90,  
310-4351-435.40-91, 001-4330-433.40-91,  
001-4520-452.40-91, 210-4550-455.40-90

- Attachments:
- Graphs (3)
  - Invitation to Bid #0614-0-2006/WM
  - Bid Procedure & Timeline
  - Invitation to Bid Questions and Answers
  - Bid abstract
  - Bid protest & response

**SUMMARY STATEMENT:** On March 23, 2006, the City of Wasilla issued Invitation to Bid number 0614-0-2006/WM for security patrol services. In 2005, the city spent \$44,060 for security services and \$16,004 has been expended YTD 2006. Since 1988, the City has had a contract security patrol service conducting multiple nightly checks of

city facilities including city hall, the museum, library, and airport, MUSC and various other public works and parks locations.

Bids received were as follows:

Guardian Security	\$1,995.00 per month
Purcell Security Services	\$11,462.00 per month
Mat-Su Security Services	\$11,529.00 per month

Guardian Security, who has been the security patrol contractor for the City since 1988, was the low cost bidder at \$1995 per month. All three bids were reviewed and the Mat-Su Security and Purcell Security bids were significantly higher than budgeted. In addition, the amounts bid by Purcell and Mat-Su were above the annual \$63,000 threshold in which it would have been more cost efficient for the City to hire in-house security personnel rather than contracting it out.

Post-bid negotiations with Guardian Security resulted in an additional \$665 per month being added to the \$1995 as we were able to increase the scope of work as the bid was lower than budgeted. Per WMC 5.08.110, the Purchasing Agent is authorized to award the contract to the bidder with the best negotiated terms. In this case, the lowest responsive and responsible bidder has agreed to furnish an additional service of electronic security verification for \$665 per month. This service will allow for nightly electronic tracking of security patrol activities and weekly downloading to the City of Wasilla for verification and archiving. While the ITB required the successful bidder to furnish activity report log books, the addition of the electronic security verification will serve as an additional method for the City to ensure it is receiving the contracted services.

The Guardian bid of \$31,920 annually versus the current annual contract of \$33,255 will save the taxpayer more than \$1,335 per year.

**ACTION:** Council is requested to authorize the award of a three-year contract for security patrol services to Guardian Security. The contract will be effective July 1, 2006 and is not to exceed \$95,760 for the term of the three year contract. The continuation of the new Contract beyond the current fiscal year is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the Wasilla City Council. The City may terminate this Contract, and Guardian Security, waives any and all claim(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the funding from City, State, and/or federal sources is not appropriated or is withdrawn, limited, or impaired.