

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of September 25, 2012

ITEM TITLE:

Consider *Ratification* of Agreements for District-Wide Security Services with Securitas Security Services USA, Inc. and American Guard Services

SPECIFIC BOARD ACTION REQUESTED:

Ratification is requested for the District to enter into the following two agreements for District-wide security services:

- Agreement with Securitas Security Services USA, Inc. (Securitas) for Berkeley City College in a not-to-exceed amount of \$135,838.00 for the period from November 1, 2012 to June 30, 2013
- Agreement with American Guard Services for College of Alameda, Laney College, Merritt College and the District Administrative Center in a not-to-exceed amount of \$203,451.00 for the period from November 1, 2012 to June 30, 2013

ITEM SUMMARY:

A formal request for proposals (RFP No. 11-12/16) for District-Wide Security Services was issued, and proposals were due June 20, 2012. Proposals were received from six vendors. Interviews were conducted between July 11 and July 17, 2012, by a committee of five representatives from the District Administrative Center (DAC) and other colleges, with the following results:

SUMMARY OF EVALUATORS SCORES

District-Wide Security Services

INTERVIEWS

Interviews Conducted on July 11 - July 17, 2012

	Evaluators					Total	Average
	SS	JP	AT	MM	CN		
American Security Management	55	50	51	60	51	267	53.40
Guard Enforcement	45	65	62	68	55	295	59.00
ABC Security Services, Inc.	90	90	90	77	74	421	84.20
ANI Security	85	90	90	87	86	438	87.60
American Guard Services	95	95	95	80	75	440	88.00
Securitas	95	93	95	81	81	445	89.00

The highest scores were received by Securitas Security Services USA, Inc. (Securitas) and American Guard Services. Securitas has performed security services at Berkeley City College since 2007. In November 2009, Securitas began providing security services on weekends and holidays at College of Alameda, Laney College, Merritt College and the District Administrative Center. In an effort to safeguard life and property, the administration is augmenting Peralta's police services with trained security guards to minimize the cost of security.

A performance evaluation was done by staff regarding the contract for Securitas District-wide. The outcome is as follows:

The performance of Securitas at Berkeley City College has been outstanding. Securitas staff

assigned to work at Berkeley City College also did very well in the evaluation. Based on the interview results and performance evaluation, it is recommended that the District enter into an agreement with Securitas for security services at Berkeley City College.

However, Securitas' performance at the other colleges was rated as deficient and less than ideal. As a result, the administration is recommending American Guard Services to provide security on weekends and holidays for College of Alameda, Laney College, Merritt College and the DAC.

The estimated costs for Securitas and American Guard Services are broken down as follows:

AMERICAN GUARD SERVICES (AGS)

BREAKDOWN FOR LANEY, MERRITT, COLLEGE OF ALAMEDA & DISTRICT ADMINISTRATIVE CENTER

	2013	2014	2015
	November 1, 2012 to June 30, 2013	July 1, 2013 to June 30, 2014	July 1, 2014 to June 30, 2015
Standard Coverage (PER MONTH)			
Security Officer	\$ 4,915.20	\$ 4,915.20	\$ 5,063.68
Security Officer (Annex)	\$ 5,529.60	\$ 5,529.60	\$ 5,696.64
Site Supervisor	\$ 7,522.44	\$ 7,522.44	\$ 7,747.52
Subtotal - Standard Coverage (MONTHLY)	\$ 17,967.24	\$ 17,967.24	\$ 18,507.84
Holiday Coverage (PER YEAR)			
Security Officer	\$ 3,686.40	\$ 3,686.40	\$ 3,796.48
Security Supervisor	\$ 4,096.00	\$ 4,096.00	\$ 4,226.56
Subtotal - Holiday Coverage (YEARLY)	\$ 7,782.40	\$ 7,782.40	\$ 8,023.04
AGS - Yearly Cost for Standard Coverage	\$ 143,737.92	\$ 215,606.88	\$ 222,094.08
AGS - Yearly Cost for Holiday Coverage	\$ 7,782.40	\$ 7,782.40	\$ 8,023.04
AGS - Yearly Cost for Graveyard (Laney Only)	\$ 51,930.00	\$ 77,894.00	\$ 77,894.00
AGS TOTAL	\$ 203,450.32	\$ 301,283.28	\$ 308,011.12

SECURITAS SECURITY SERVICES, INC (SSI)

BREAKDOWN FOR BERKELEY CITY COLLEGE ONLY

	2013	2014	2015
	November 1, 2012 to June 30, 2013	July 1, 2013 to June 30, 2014	July 1, 2014 to June 30, 2015
Standard Coverage (PER MONTH)			
Security Officer	\$ 9,525.00	\$ 9,811.20	\$ 10,103.20
Security Officer (Annex)	\$ 4,175.50	\$ 4,301.00	\$ 4,429.00
Site Supervisor	\$ 3,134.50	\$ 3,229.00	\$ 3,326.50
Subtotal - Standard Coverage (MONTHLY)	\$ 16,835.00	\$ 17,341.20	\$ 17,858.70
Holiday Coverage (PER YEAR)			
Security Officer	\$ 922.60	\$ 958.00	\$ 986.00
Security Supervisor	\$ 235.00	\$ 242.00	\$ 249.50
Subtotal - Holiday Coverage (YEARLY)	\$ 1,157.60	\$ 1,200.00	\$ 1,235.50
SSI - Yearly Cost for Standard Coverage	\$ 134,680.00	\$ 208,094.40	\$ 214,304.40
SSI - Yearly Cost for Holiday Coverage	\$ 1,157.60	\$ 1,200.00	\$ 1,235.50
SSI TOTAL	\$ 135,837.60	\$ 209,294.40	\$ 215,539.90

TOTAL ESTIMATED COSTS FOR SECURITY GUARD SERVICES, DISTRICT-WIDE

	2013	2014	2015
	November 1, 2012 to June 30, 2013	July 1, 2013 to June 30, 2014	July 1, 2014 to June 30, 2015
College of Alameda, Laney, Merritt & District Admin Ctr:	\$ 203,450.32	\$ 301,283.28	\$ 308,011.12
Berkeley City College Only	\$ 135,837.60	\$ 209,294.40	\$ 215,539.90
GRAND TOTAL	\$ 339,287.92	\$ 510,577.68	\$ 523,551.02

Following is a comparison of the actual District-wide security services expenditures for 2011-2012 and the estimated 2012-2013 expenditures:

Security Services, District-wide Breakdown of Expenditures

Securitas 2011-2012 Fiscal Year Expenditures

Location	Work Schedule	Contract Amount
COA, Laney, Merritt & DAC	Weekends & Holidays (Day & Swing-Shift)	\$ 162,328.00
COA, Laney & Merritt Temporary (Dec/2012 - May/2012)	Weekdays, Weekends & Holidays (Graveyard Shift)	\$ 103,721.00
BCC	Weekdays, Weekends & Holidays (Day & Swing-Shift)	\$ 247,354.00
Grand Total:		\$ 513,403.00

Securitas & American Guard 2012-2013 Fiscal Year Estimated Expenditures

Location	Work Schedule	Estimated Contract
Securitas Month-to-Month Contract for COA, Laney, Merritt & DAC	July 1, 2012 - October 31, 2012 Weekends & Holidays (Day & Swing-Shift)	\$ 54,110.00
Securitas Month-to-Month Contract for BCC	July 1, 2012 - October 31, 2012 Weekdays, Weekends & Holidays (Day & Swing-Shift)	\$ 82,452.00
Securitas Proposed Contract BCC only	November 1, 2012 - June 30, 2013 Weekdays, Weekends & Holidays (Day & Swing Shifts)	\$ 135,838.00
American Guard Proposed Contract COA, Laney, Merritt & DAC	November, 2012 - June 30, 2013 Weekends & Holidays (Day & Swings Shifts)	\$ 151,521.00
American Guard Proposed Contract Laney only	November 1, 2012 - June 30, 2013 Monday - Sunday (Graveyard Shift)	\$ 51,930.00
Grand Total:		\$ 475,851.00

COMPARISONS OF 2012 & 2013 EXPENDITURES

2011-2012 Expenditures *	\$ 513,403.00
2012-2013 Estimated Expenditures	\$ 475,851.00
Difference:	\$ 37,552.00

**All Colleges were served for graveyard shift for Fiscal Year 2012, whereas only Laney College will have graveyard shift for Fiscal Year 2013.*

Each initial agreement will be effective for the period of November 1, 2012 to June 30, 2013, with a provision for two additional annual renewals at the discretion of the District. The renewals will be contingent upon favorable performance evaluations. This will give the District the opportunity to terminate services if the vendors are not performing satisfactorily. The District may also choose to conduct a new Request for Proposals on or before the expiration of the existing contract. Staff has done its due diligence in checking the background of American Guard Services, and there is nothing that will preclude them from implementing securing services for the District.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

District General Funds

BACKGROUND/ANALYSIS:

The agreement with Securitas for District-Wide security services ended June 30, 2012 and Securitas has been performing security services on a month-to-month basis since July 1, 2012.

The Chancellor's approval, as permitted under the Chancellor Authorization to Sign (Resolution 99/00-5), to negotiate the new agreements during the Board recess was requested to allow the administration to send the required thirty-day notification to the existing vendor, Securitas, by October 1, 2012. Board ratification of the agreements is now requested.

DELIVERABLES/SCOPE OF WORK:

Full security services for Berkeley City College and security services on weekends and holidays at College of Alameda, Laney College, Merritt College and the District Administrative Center.

ANTICIPATED COMPLETION DATE:

The initial term of the agreements will be from November 1, 2012 through June 30, 2013. The contracts will include provisions for two additional annual renewals at the rates identified. The renewals will be contingent upon favorable performance evaluations.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Ratification is recommended for the District to enter into the following two agreements for District-wide security services:

- Agreement with Securitas Security Services USA, Inc. (Securitas) for Berkeley City College in a not-to-exceed amount of \$135,838.00 for the period from November 1, 2012 to June 30, 2013
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OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):

YES _____ NO X

COMMENTS:

No additional comments.

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR)

Vice Chancellor Ikhara

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: Dr. Sadiq B. Ikharo Date: September 13, 2012
Vice Chancellor of General Services

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Sadiq B. Ikharo Date: September 13, 2012
Vice Chancellor of General Services

FINANCE DEPARTMENT REVIEW

Finance review required Finance review *not* required

If Finance review is required, determination is: Approved Not Approved

If not approved, please give reason: _____

Signature: Ronald Gerhard Date: 9-21-12
Ronald Gerhard, Vice Chancellor of Finance

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):

Legal review required Legal review *not* required

If Legal review is required, determination is: Approved Not Approved

Signature: _____ Date: _____
General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda

Signature: José M. Ortiz Date: 9-18-12
José M. Ortiz, Chancellor