REPORTS

321. From the Chief Financial Officer
Report 2002/08/15

Award of Contract for the Provision of Security Services - RFP No. 927-2001
File GL-9 (Vol. 18) [c/r GP-1.29 (Vol. 1)]

Recommending.

1. That sections A, C & D of the contract for the provision of security services for the period of January 1, 2003 to December 31, 2005 be awarded to Initial Security Services, a Division of Rentokil Initial Canada Limited, the Offerer who submitted the proposal deemed most advantageous to the City in the total conditional amount of $1,241,641.92, plus GST.

2. That section B of the contract for the provision of security services for the period of January 1, 2003 to December 31, 2005 be awarded to Securitas Canada Limited, the Offerer who submitted the proposal deemed most advantageous to the City in the total conditional amount of $115,656.84, plus GST.

3. That the Manager of Materials be authorized to issue Purchase Orders for the above Contracts.

Moved by Councillor Eadie,
That the recommendations be concurred in and forwarded to Council.

Carried

Re: AWARD OF CONTRACT FOR THE PROVISION OF SECURITY SERVICES RFP NO. 927-2001

For submission to: **Executive Policy Committee**

Submitted by: **Chief Financial Officer**

Report date: **August 15, 2002**

In Camera Item: **no**

Recommendation(s):

1. **That sections A, C & D of the contract for the provision of security services for the period of January 1, 2003 to December 31, 2005 be awarded to, Rentokil Initial Canada Limited, the Offerer who submitted the proposal deemed most advantageous to the City in the total conditional amount of $1,241,641.92, plus GST.**

2. **That section B of the contract for the provision of security services for the period of January 1, 2003 to December 31, 2005 be awarded to Securitas Canada Limited, the Offerer who submitted the proposal deemed most advantageous to the City in the total conditional amount of $115,656.84, plus GST.**

3. **That the Manager of Materials be authorized to issue Purchase Orders for the above Contracts.**

Report Summary

Key Issues:

Various Departments of the City require security services. This contract provides for foot patrol services at several locations including Assiniboine Park Pavilion, Rainbow Stage, Centennial Library, Concourse, St. Vital Pool, etc. Guarded status at the Assiniboine Park Conservatory. Mobile patrol at City cemeteries, Little Mountain Park, Centennial Library Parking Garage, Provencher Pool, etc. and alarm response services for required City wide facilities.

Implications of the Recommendation(s):

General Implications

ð None

X For the organization overall and/or for other departments

ð For the community and/or organizations external to the City of Winnipeg

X Involves a multi-year contract

Comment:

Policy implications

X No

ð Yes

Comment:

Financial Implications

X Within approved current and/or capital budget

ð Current and/or capital budget adjustment required

Comment:

Funding for this Contract is through the budgets of the various user departments.

Report

Recommendation(s):

1. That sections A, C & D of the contract for the provision of security services for the period of January 1, 2003 to December 31, 2005 be awarded to Initial Security Services, a Division of Rentokil Initial Canada Limited, the Offerer who submitted the proposal deemed most advantageous to the City in the total conditional amount of $1,241,641.92, plus GST.

2. That section B of the contract for the provision of security services for the period of January 1, 2003 to December 31, 2005 be awarded to Securitas Canada Limited, the Offerer who submitted the proposal deemed most advantageous to the City in the total conditional amount of $115,656.84, plus GST.

3. That the Manager of Materials be authorized to issue Purchase Orders for the above Contracts.

Reason for the report:

Only Council has the authority to approve an award of Contract where the funds are committed from future budgets.

History:

A Request for Proposals is issued triennially by the Materials Management Division of the Corporate Finance Department for the Provision of Security Services for various City departments.

Final receipt of Offers took place on August 2, 2002 with Offers being received from three (3) Offerers.

Discussion:

The Request for Proposal specified that this contract may be awarded as a whole, or separately in sections. The recommended Offerers received the highest evaluation for each applicable section.

All offers were evaluated on a pass/fail and point system basis, for qualifications of the offerer and conformance of the RFP package.

All bids were in accordance with the requirements of the Proposal package.

Bids were evaluated in accordance with the specified criteria and the results are shown in Appendix A – Evaluation of Bids.

The requirements for Bid and Performance Securities, and the execution of a formal contract were waived for this purchase in accordance with the authority delegated to the Director of Purchasing on April 9, 1992 and February 9, 1995.

Rentokil Initial Canada Limited, one of the recommended Offerers is the current Contractor and has, by successfully performing previous work similar in nature, scope and value, demonstrated that they have the necessary qualifications and resources to perform the work of this contract.

Securitas Canada Limited, one of the recommended Offerers has, by successfully performing previous work similar in nature and scope, demonstrated that they have the necessary qualifications and resources to perform the work of this contract.

Proposals are valid for acceptance until October 31, 2002.

Financial Impact Statement:

Project Name: RFP No. 927-2001, Provision of Security Services

Date: August 15, 2002 First Year of Program **2003**

	2003	2004	2005	2006	2007
Capital					
Capital Expenditures Required					
Less: Existing Budgeted Costs					
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal					
Debt - External					
Grants (Enter Description Here)					
Reserves, Equity, Surplus					
Other - Enter Description Here					
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ 452,433	$ 452,433	$ 452,433		
Less: Incremental Revenue/Recovery					
Net Cost/(Benefit)	$ 452,433	$ 452,433	$ 452,433	$ -	$ -
Less: Existing Budget Amounts	452,433	452,433	452,433		
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: The total conditional amount of the contract for the provision of security services from January 1, 2003 to December 31, 2005 is $1,357,298.76 (before GST). This represents a $4,010.43 increase from the previous contract. Funding for this contract is through the budgets of the various City of Winnipeg departments.

Pat Bodnar
Senior Financial Accountant

This Report Submitted By:

Department	Corporate Finance
Division	Materials Management
Prepared by:	Coleen Groening
File No.	RFP No. 927-2001

APPENDIX A – EVALUATION OF BIDS

Evaluation of Proposals (23.1)		Rentokil Initial	Securitas Canada Ltd.	Intellicom
23.1.1 Section A: Foot Patrol (Total 100 points)				
conformance with mandatory requirements	pass/fail;	pass	pass	no bid
qualifications of the offerer	pass/fail;	pass	pass	
employee training/general	20 points;	20	20	
site training/orientation	10 points;	10	8	
uniforms/appearance/personal supplies	10 points;	10	8	
continuity/consistency of work	10 points;	10	10	
control centre	20 points;	20	20	
total contract cost	30 points;	30	28	
TOTAL POINTS		**100**	**94**	
23.1.2 Section B: Guarded Status (Total 100 Points)				
(b) conformance with mandatory requirements	pass/fail;	pass	pass	no bid
(c) qualifications of the offerer	pass/fail;	pass	pass	
(d) employee training/general	20 points;	20	20	
(e) site training/orientation	10 points;	10	8	
(f) uniforms/appearance/personal supplies	10 points;	10	8	
(g) continuity/consistency of work	10 points;	10	10	
(h) control centre	20 points;	20	20	
(i) total section cost	30 points;	24	30	
TOTAL POINTS		**94**	**96**	
23.1.3 Section C: Mobile Patrol (Total 120 points)				
(a) conformance with mandatory requirements	pass/fail;	pass	pass	pass
(b) qualifications of the offerer	pass/fail;	pass	pass	pass
(c) employee training/general	20 points;	20	20	20
(d) site training/orientation	10 points;	10	8	10
(e) uniforms/appearance/personal supplies	10 points;	10	8	8
(f) continuity/consistency of work	10 points;	10	10	0
(g) control centre	20 points;	20	20	10
(h) vehicles/licenses	20 points;	20	20	8
(i) total section cost	30 points;	24	20	30
TOTAL POINTS		**114**	**106**	**86**
23.1.4 Section D: Alarm (Total of 80 points)				
(a) conformance with mandatory requirements	pass/fail;	pass	pass	pass
(b) qualifications of the offerer	pass/fail;	pass	pass	pass
(c) employee training/general	20 points;	20	20	20
(d) control centre	20 points;	20	20	10
(e) uniform/appearance/personal supplies	10 points;	10	8	8
(f) total section cost	30 points;	30	15	26
TOTAL POINTS		**80**	**63**	**64**
TOTAL SCORE (total possible is 400)		**388**	**359**	**150**