



Request for City Council Committee Action from the City Coordinator and Department of Public Works

Date: December 2, 2008

To: Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee

Referral to: Honorable Paul Ostrow, Chair Ways & Means/Budget Committee

Subject: **Acceptance of Proposal of ABM Security Services to provide Security Services for the Minneapolis Convention Center, Minneapolis Water Works, City Impound Lot and City Emergency Mobilization.**

Recommendation:

That the proper City Officers be authorized to negotiate and enter into a contract with ABM Security Services to provide security services for the Minneapolis Convention Center (MCC) at an estimated annual cost of \$1.3 million, payable from Convention Center Fund 01760/MCC, City Impound Lot (Impound), at an estimated annual cost of \$700,000 payable from P.W. Fund 07500/6850 800 and Minneapolis Water Works (MWW) /City Emergency Mobilization (Mobilization) at an estimated annual cost of \$600,000 payable from P.W. Fund 07400/6900 200. Contract will be effective January 1, 2009, for an initial one year period with two one-year renewal options.

Previous Directives:

Council action on October 24, 2008 authorizing issuance of the RFP, to include the addition of security services for the City Impound Lot.

Prepared by: Arthur Thomas, City Security Manager,
City Security Manager, Public Works (612) 673-2484

Chris J. Larson, Director Facility Services
Minneapolis Convention Center, (612) 335-6116

Approved by: _____
Steven Bosacker, City Coordinator

Steven A. Kotke, P.E., City Engineer, Director of Public Works

Presenters: Arthur Thomas, City Security Manager, Public Works

Chris J. Larson, Minneapolis Convention Center

Reviews

Permanent Review Committee (PRC)	Approval <u>X</u> _____	Not applicable _____
Policy review Group (PRG)	Approval _____	Not applicable <u>X</u> _____
Civil Rights Affirmative Action Plan:	Approval _____	

Financial Impact (Check those that apply)

- No financial impact - or - Action is within current department budget (If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Business Plan: Action is within the plan. Action requires a change to plan.
- Other financial impact (Explain):
- Request provided to department's Finance Dept. contact when provided to the Committee Coordinator

Community Impact

Neighborhood Notification: Not Applicable
 City Goals: **A SAFE PLACE TO CALL HOME:** the city's infrastructure will be well-maintained, people will feel safe in the city.
 Comprehensive Plan: Not Applicable
 Zoning Code: Not Applicable

Supporting Information

On October 24, 2008, the City Council authorized issuance of a Request for Proposal for security services.

The scope of services provides that the vendor will be responsible to provide on-site safety and security protection services for city assets located at the identified sites. City assets are defined as; employees, customers, critical infrastructure, key facilities, financial resources, material resources and proprietary information. The Vendor will also provide emergency security mobilization services to assist or replace police and fire personnel performing security related duties during the "recovery" phase of a significant event resulting in a major disruption of city services and business.

Twelve proposals were received from prospective vendors. Four of the twelve vendors were invited to present their proposals on November 19, 2008. These vendors were ABM, Allied Barton, Avalon, and Whelan Security. The evaluation committee was comprised of representatives from Property Services, Traffic and Parking Services and the Minneapolis Convention Center. Proposals were evaluated according to the following criteria;

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| 1. Company qualifications and experience | 7. Transition plan |
| 2. Management approach/philosophy | 8. SUBP initiatives. |
| 3. Management operating plan. | 9. Labor Peace initiatives |
| 4. Training program. | 10. Proposed fee schedule |
| 5. Workforce size. | 11. Financial capacity/stability |
| 6. Hiring/screening process | 12. Submittal of required documents |

As a result of the evaluation of all proposals, this is to request that the proper City Officials be authorized to enter into contract with ABM Security Services, according to the submitted proposal, to provide security services for the MCC at an estimated annual cost of \$1.3 million (Fund 01760/MCC), for Impound at an estimated annual cost of \$600,000 (Fund 07500/6850 800) and MWW/City Emergency Mobilization at an estimated annual cost of \$700,000 (Fund 07400/6900 200), for a combined total contract amount of \$2.6 million. This contract will be effective January 1, 2009, for an initial one year period with two one-year renewal options.