

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve an increase to an existing contract with **Advanced Security, Inc.** for armed and unarmed security services.

Backgrounder (if "yes," "See backgrounder information") No

Board Meeting Date: November 17, 2009

Project or Job Name: Security Services

Project Contact: Kim Spear/Terry Bequette Ext.7710/3364

Purchasing Contact: Tracy Davis Ext.7710

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Contract Amount:

Original Contract Amount: \$75,000

Additional \$ Previously Approved: \$24,200, \$49,800, and \$50,000

Invoices over last approval: \$

Percentage over last approval: 7%

Amount this Request: \$50,000

Resulting Cumulative Total: \$250,000

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Exemption

If applicable, basis for exemption: Rule 6-0270 Class Exemption of Personal Services under \$150,000

Term of Agreement: October 5, 2005 - October 4, 2010

Option to Renew? No

Approval for purchases "as needed" for the life of the contract Yes

Form of Contract:

Single Purchase
 Services
 Personal Services
 Construction
 IGA
 Price Agreement
 Other

NARRATIVE:

The Board is being asked to approve an increase to an existing contract with **Advanced Security, Inc.** for armed and unarmed security services.

In 2005, EWEB security staff worked to remove vagrant and transient camping at the EWEB's Roosevelt & Beltline property. Vagrant and transient camping creates personal safety, security, and environmental concerns for neighboring residents and businesses. As a result, a contract was approved and awarded to Advanced Security for armed and unarmed security services "as-needed" to patrol the Roosevelt site.

In addition, the utility had no security patrols or visible security "presence" at its headquarters site between midnight and 7:00 a.m., so staff amended the contract to include security services at the Headquarters site as well as the continued Roosevelt patrols. Graveyard shift patrols are also initiated, as needed, when a project (such as the Willamette Substation project and the recent Data Rewire project for the Headquarters Building) has significant exposure to theft. In a previous request, the Board also approved the addition of patrol car services at the Headquarters building during off-hours in an effort to curtail periodic instances of theft or suspected entry into the yard.

Because of the need for increased security services at these sites, staff's original estimate of \$15,000 per year quickly expanded to approximately \$50,000 per year. This increase, if approved, will cover security services through March 4, 2010. Staff is determining how security will be handled at both sites once the Roosevelt Center is constructed. Therefore, this request is to March 4th only, until staff has a better idea of how we will move forward with security services.

ACTION REQUESTED:

The Board is being asked to approve an increase to an existing contract with **Advanced Security, Inc.** for armed and unarmed security services. Funds for these services were budgeted for 2009 and 2010.

SIGNATURES:

Project Coordinator: _____

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____