

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a Contract with **Premier Security** for **Unarmed Security Services**.

Board Meeting Date: March 7, 2017

Project Name/Contract#: Unarmed Security Services/ Contract #044-2016

Primary Contact: Mel Damewood Ext. 7145

Purchasing Contact: Collin Logan Ext. 7426

Contract Amount:

Original Contract Amount: \$335,000 Over 5 years

Additional \$ Previously Approved: \$

Invoices over last approval: \$

Percentage over last approval: %

Amount this Request: \$335,000 over 5 years

Resulting Cumulative Total: **\$335,000 over 5 years**

Contracting Method:

Method of Solicitation: Formal Request for Proposals

If applicable, basis for exemption: N/A

Term of Agreement: 1 Year, with the option for 4 additional renewals

Option to Renew? Yes

Approval for purchases "*as needed*" for the life of the contract No

Proposals/Bids Received (Range): \$240,000-\$335,000 over 5 years

Selection Basis: Highest scoring, responsive and responsible proposal

Narrative:

EWEB requires an increased security presence on the graveyard shift to respond to security and safety concerns. This proposed increased coverage is required to meet EWEB's obligation regarding Federal NERC-CIP compliance requirements for Physical Security. Providing an adequate security presence during the overnight hours will further ensure the safety of employees and discourage security breaches and damage to EWEB facilities and other assets. EWEB considered hiring a full time regular FTE for this added obligation but instead is trying contract security services in order to control labor costs. A security FTE within EWEB is about \$88,000 per year in loaded rate.

Contract activities include foot and mobile patrols, training to meet EWEB and NERC security requirements, daily report log submittals, notification to public authorities, and field contacts. Contractor is responsible for all vehicles, uniforms, badges, and state required security training.

Staff issued a Formal RFP in December, 2016. Eleven firms showed interest and three proposals were received, responses were submitted from Premier Security (Eugene, OR), Advanced Security (Eugene, OR), and Allied Universal (Conshohocken, PA). The evaluation committee reviewed all three proposals and found Premier Security the highest scoring and most responsive Proposer. Premier scored highest in the proposer's ability and capability to perform the requested services and reference checks. Premier submitted an organized proposal and answered each of the bullet points on the evaluation scoring sheet in relation to the RFP. This showed that they took the time to understand EWEB's needs and specifically

stated how they intended to meet those needs. They provided information about the key persons, which are local. Having a local point of contact minimizes the logistical and communication breakdowns when training, scheduling and other issues arise. They were transparent in their pricing and step increases for their employees and take training and retention seriously. Pricing from local security contractors were comparable (\$66,000-\$67,000 per year), with the contractor from PA being an outlier. If approved, Premier Security will provide Unarmed Security Services for one-year with the option to renew for four additional years.

ACTION REQUESTED:

Management requests the Board approve a contract with **Premier Security** for **Unarmed Security Services**. Funds for this work, these services were budgeted. The 2017 Budget for Building Operations, Physical Security and Fleet Services is \$8.336 million.

SIGNATURES:

Project Coordinator:	_____
Manager:	_____
Purchasing Manager:	_____
Executive Officer	_____
Board Approval Date:	_____