

A SUBSTITUTE RESOLUTION

09-R-0512

BY CITY UTILITIES COMMITTEE

AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE AGREEMENT WITH THORPE BUILDING SERVICES, INC. FOR FC-4843, ANNUAL CONTRACT FOR SECURITY GUARD SERVICES ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED SIX MILLION THIRTY-ONE THOUSAND ONE HUNDRED THIRTY-FOUR DOLLARS AND SEVENTY-TWO CENTS (\$6,031,134.72); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION NUMBER 5051 (WATER & WASTEWATER REVENUE FUND) 170901 (DWM OFFICE OF WATERSHED SECURITY) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 3920000 (EMERGENCY MANAGEMENT); AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta ("City") did advertise FC-4843, Annual Contract for Security Guard Services, on behalf of the Department of Watershed Management; and

WHEREAS, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer have recommended that FC-4843, Annual Contract For Security Guard Services, be awarded to Thorpe Building Services, Inc. ("Agreement") in an amount not exceed Six Million Thirty-One Thousand One Hundred Thirty-Four Dollars and Seventy-Two Cents (\$6,031,134.72), funded on an annual basis; and

WHEREAS, the Department of Watershed Management will satisfy the financial obligation of FC-4843, Annual Contract for Security Guard Services, using "phased funding"; and

WHEREAS, Department of Watershed Management did appropriate funding for a portion of year one (1) of the Agreement in an amount not to exceed Three Hundred Forty Thousand Dollars and No Cents (\$340,000.00), with the remaining portion of year one (1) of the Agreement to be apportioned out of FY10 budget;

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor be and is hereby authorized to enter into an Agreement with Thorpe Building Services, Inc. for FC-4843, Annual Contract for Security Guard Services, in an amount not exceed Six Million Thirty-One Thousand One Hundred Thirty-Four Dollars and Seventy-Two Cents (\$6,031,134.72) to be funded in an amount not to exceed \$2,010,378.24 annually.

BE IT FURTHER RESOLVED, that the portion of year one (1) of the Agreement occurring in FY09 shall be funded in an amount not to exceed Three Hundred Forty Thousand Dollars (\$340,000.00) with the remaining portion of year one (1) of the Agreement to be appropriated and funded from the FY10 budget in an amount not to

exceed, One Million, Six Hundred Seventy Thousand, Three Hundred Seventy-Eight Dollars and Twenty-Four Cents (\$1,670,378.24).

BE IT FURTHER RESOLVED, the Chief Procurement Officer is hereby directed to prepare the appropriate Agreement for execution by the Mayor and to be approved by the City Attorney as to form.

BE IT FURTHER RESOLVED, that the term of Agreement shall be a three (3) year initial term with two (2) one (1) year renewal options at the sole discretion of the City.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is directed to assist the City Attorney in the preparation of an appropriate contractual agreement for execution by the Mayor.

BE IT FURTHER RESOLVED, that the Contract will not become binding upon the City, and the City will incur no liability under it until the Contract is executed by the Mayor, approved by the City Attorney as to form, attested to by the Municipal Clerk and delivered to Thorpe Building Services, Inc.

AND FINALLY BE IT RESOLVED, that all services contracted for the said work for the base term of the Agreement shall be charged to and paid from 5051 (Water & Wastewater Revenue Fund) 170901 (DWM Office Of Watershed Security) 5212001 (Consulting/Professional Services) 3920000 (Emergency Management).

**A RESOLUTION BY
CITY UTILITIES COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE AGREEMENT WITH THORPE BUILDING SERVICES, INC. FOR FC-4843, ANNUAL CONTRACT FOR SECURITY GUARD SERVICES ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED SIX MILLION THIRTY-ONE THOUSAND ONE HUNDRED THIRTY-FOUR DOLLARS AND SEVENTY-TWO CENTS (\$6,031,134.72); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION NUMBER 5051 (WATER & WASTEWATER REVENUE FUND) 170901 (DWM OFFICE OF WATERSHED SECURITY) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 3920000 (EMERGENCY MANAGEMENT); AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta (“City”) did advertise FC-4843, Annual Contract For Security Guard Services, on behalf of the Department of Watershed Management; and

WHEREAS, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer have recommended that FC-4843, Annual Contract For Security Guard Services, be awarded to Thorpe Building Services, Inc. in an amount not exceed Six Million Thirty-One Thousand One Hundred Thirty-Four Dollars and Seventy-Two Cents (\$6,031,134.72).

WHEREAS, the Department of Watershed Management will satisfy the financial obligation of FC-4843, Annual Contract For Security Guard Services, using “phased funding”; and

WHEREAS, the funding phases for the initial and subsequent years are to be appropriated as follows:

Year '09 Funding	\$340,000.00
Year 1	\$1,670,378.24
Year 2	\$2,010,378.24
Year 3	\$2,010,378.24

WHEREAS, Department of Watershed Management did appropriate funding for the FY 09 portion of the base term of year one (1) of the Agreement in an amount not to exceed Three Hundred Forty Thousand Dollars and No Cents (\$340,000.00).

THEREFORE, THE CITY COUNCIL OF ATLANTA, GEORGIA HEREBY RESOLVES that the Mayor be and is hereby authorized to enter into an Agreement with Thorpe Building Services, Inc. for FC-4843, Annual Contract For Security Guard

Services, in an amount not exceed Six Million Thirty-One Thousand One Hundred Thirty-Four Dollars and Seventy-Two Cents (\$6,031,134.72) to be funded in phases.

BE IT FURTHER RESOLVED, that the payment for Year 1 shall be paid in two (2) fiscal years and may be anticipated in the Agreement, subject to the approval of Council through duly approved budgets and issuances of Notice to Proceeds in the following amounts: FY 2009 Budget -in an amount not to exceed Three Hundred Forty Thousand Dollars and No Cents (\$340,000.00); FY 2010 in an amount not to exceed One Million, Six Hundred Seventy Thousand, Three Hundred Seventy-Eight Dollars and Twenty-Four Cents (\$1,670,378.24)

BE IT FURTHER RESOLVED, the Chief Procurement Officer is hereby directed to prepare the appropriate Agreement for execution by the Mayor and to be approved by the City Attorney as to form.

BE IT FURTHER RESOLVED, that the term of Agreement shall be a three (3) year base with two (2) one (1) year renewal options at the sole discretion of the City.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is directed to assist the City Attorney in the preparation of an appropriate contractual agreement for execution by the Mayor.

BE IT FINALLY RESOLVED, that the Contract will not become binding upon the City, and the City will incur no liability under it until the Contract is executed by the Mayor, approved by the City Attorney as to form, attested to by the Municipal Clerk and delivered to Thorpe Building Services, Inc.

BE IT FINALLY RESOLVED, that all services contracted for the said work for the base term of the Agreement shall be charged to and paid from 5051 (Water & Wastewater Revenue Fund) 170901 (DWM Office Of Watershed Security) 5212001 (Consulting/Professional Services) 3920000 (Emergency Management).

LEGISLATIVE SUMMARY
FC-4843, Annual Contract For Security Guard Services

TO: CITY UTILITIES COMMITTEE

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE AGREEMENT WITH THORPE BUILDING SERVICES, INC. FOR FC-4843, ANNUAL CONTRACT FOR SECURITY GUARD SERVICES ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED SIX MILLION THIRTY-ONE THOUSAND ONE HUNDRED THIRTY-FOUR DOLLARS AND SEVENTY-TWO CENTS (\$6,031,134.72); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION NUMBER 5051 (WATER & WASTEWATER REVENUE FUND) 170901 (DWM OFFICE OF WATERSHED SECURITY) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 3920000 (EMERGENCY MANAGEMENT); AND FOR OTHER PURPOSES.

Committee Meeting Date: March 31, 2009

Council Meeting Date: April 20, 2009

Requesting Dept.: Department of Watershed Management

Contract Type: BID

Advertisement: Webpage 11/17/08 to 01/14/09

Bids/Proposals Due: 01/14/09

Invitations Mailed: 25 invitations mailed

Bids/Proposals Received: 7

Bidders/Proponents: *Thorpe Building Services, Inc.
Digby's Detective & Security, Inc.
SecurAmerica, LLC
**Diamond Detective Agency, Inc.
**DSI Security Services
**Confidential Security, Inc.
**Allegiance Security Group, Inc.

Contractor Thorpe Building Services, Inc.

Estimated Value: \$2,010,378.24 – Year 1
\$2,010,378.24 - Year 2
\$2,010,378.24 - Year 3

Scope Summary: The services required by this contract provide security services to the Department Watershed Management Water Treatment Plants.

*Denotes lowest Most Responsive/Responsible Bidder

**Denotes that Bidder was deemed Non-Responsive or Non-Responsible

Evaluation Team: The Review/Evaluation Committee members comprised of representatives from the Department of Watershed Management.

Term of Contract: One year (1) with two (2) one (1) year renewal options at the City's sole discretion.

Fund Account Centers: 5051 (Water & Wastewater Revenue Fund) 170901 (DWM Office of Watershed Security) 5212001 (Consulting/Professional Services) 3920000 (Emergency Management)

Prepared By: Kimberly Lyons, Contracting Officer

Contact Number: (404) 865-8521

CITY OF ATLANTA
DEPT. OF PROCUREMENT

09 JAN 28 PM 2:12



SHIRLEY FRANKLIN
MAYOR

CITY OF ATLANTA
55 TRINITY AVENUE, SW, SUITE 5400, SOUTH BLDG.
ATLANTA, GEORGIA 30303-0324
OFFICE (404) 330-6081
FAX (404) 658-7194

DEPARTMENT OF
WATERSHED MANAGEMENT
ROBERT J. HUNTER
Commissioner

January 27, 2009

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Robert J. Hunter, Commissioner *Robert J. Hunter*
Department of Watershed Management

RE: Recommendation of Award for FC-4843-08, Annual Contract for
Security Guard Services

After careful review of the bids submitted for the above referenced project, the Department of Watershed Management recommends award to the lowest, responsive, responsible bidder, **Thorpe Building Services, Inc.**, in an amount not to exceed **\$2,010,378.24**.

The funds shall be charged to:

FDOA: 5051 (Water & Wastewater Revenue) **170901** (DWM Office of Watershed Security) **5212001** (Consulting/Professional Services) **3920000** (Emergency Management).

If you have any questions please contact Courtney Hunt, Contracting Officer, Departmental at (404) 330-6346.

Thank you for your assistance in this matter.

Attachment

cc: Shelia Pierce, Deputy Commissioner, DWM
Cathy Martin, Deputy Chief Procurement Officer, DOP
Dan Oakley, Director, DWM
Alan Nutes, Watershed Security Manager, DWM
Rufus Walden, Security Manager, DWM
Gerald Powe, Occupational Safety Manager, DWM
Gwendolyn J. Carswell, Watershed Manager, DWM
Santana Kempson, Administrative Analyst, Sr., DWM
Courtney Hunt, Contracting Officer, Departmental, DWM
File



CITY OF ATLANTA

SUITE 1700
55 TRINITY AVENUE, SW
ATLANTA, GA 30303

(404) 330-6010 Fax: (404) 658-7359
Internet Home Page: www.atlantaga.gov

Shirley Franklin
Mayor

OFFICE OF CONTRACT COMPLIANCE
Hubert Owens
Director
howens@atlantaga.gov

MEMORANDUM

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Hubert Owens, Director *HO*
Mayor's Office of Contract Compliance

RE: **Bid Recommendation for FC 4843, Annual Contract for Security Guard Services**

DATE: February 17, 2009

The Office of Contract Compliance has reviewed the three bids for minority and female business enterprise participation. Two of three bidders have been deemed responsive by the Office of Contract Compliance. For your information, they have committed to utilize AABEs and FBEs as indicated below:

SecurAmerica, LLC

Starr Protection Services	AABE	31%
Corps Security Services	FBE	5%
Participation Total		36%

Thorpe Buildings Services, Inc.

Corps Security Services, Inc.	FBE	5%
Dixon Security Pro, LLC	AABE	20%
Participation Total		25%

Digby's Detective & Security, Inc.

All-N-One Security	FBE	5%
Participation Total		5%
Non responsive		

If you have questions, please contact me at (404) 330-6010 or Bruce T. Bell at (404) 330-6009.

cc: File
Kimberly Lyons, DOP

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: CITY UTILITIES COMMITTEE

Caption:

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE AGREEMENT WITH THORPE BUILDING SERVICES, INC. FOR FC-4843, ANNUAL CONTRACT FOR SECURITY GUARD SERVICES ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED SIX MILLION THIRTY-ONE THOUSAND ONE HUNDRED THIRTY-FOUR DOLLARS AND SEVENTY-TWO CENTS (\$6,031,134.72)); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION NUMBER 5051 (WATER & WASTEWATER REVENUE FUND) 170901 (DWM OFFICE OF WATERSHED SECURITY) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 3920000 (EMERGENCY MANAGEMENT); AND FOR OTHER PURPOSES.

Council Meeting Date: March 2, 2009

Requesting Dept.: Watershed Management

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

The purpose of this legislation is to seek approval for issuance of Notice to Proceed for FC-4843-08, Annual Contract for Security Guard Services with THORPE BUILDING SERVICES, INC.

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

The Annual Contract for Security Guard Services is an agreement being entered into to provide Security Guard Services for the Department of Watershed Management Bureau's of Drinking Water and Wastewater Treatment and Collections Facilities. The Contractor shall provide armed and unarmed services for the labor, personnel, material, tools, supplies,

equipment, uniforms, vehicles, telephones, transportation, supervision, technical and professional Gate Guard Services at facilities within the City of Atlanta.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services
- (b) **Source Selection:**
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:** Three (3) yrs w/ two (2) One (1) yr renewals

4. Fund Account Center (Ex. Name and number): \$6,031,134.72 - 5051 (WATER & WASTEWATER REVENUE FUND) 170901 (DWM Office of Watershed Security) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 3920000 (EMERGENCY MANAGEMENT)

Fund: _____ **Account:** _____ **Center:** _____

5. Source of Funds: *Example: Local Assistance Grant*

6. Fiscal Impact: \$6,031,134.72 - 5051 (WATER & WASTEWATER REVENUE FUND) 170901 (DWM Office of Watershed Security) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 3920000 (EMERGENCY MANAGEMENT)

Example: This legislation will result in a reduction in the amount of _____ to Fund Account Center Number _____.

7. Method of Cost Recovery:

Examples:

- a. **Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.**
- b. **Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.**

This Legislative Request Form Was Prepared By: Courtney A. Hunt

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: Maisha L. Wood

Contact Number: (404) 330-6887

Originating Department: Department of Watershed Management

Committee(s) of Purview: City Utilities

Chief of Staff Deadline: March 19, 2009

Anticipated Committee Meeting Date(s): March 31, 2009

Anticipated Full Council Date: April 20, 2009

Legislative Counsel's Signature: [Signature]

Commissioner Signature: Robert J. Hunter ^{SR}

Chief Procurement Officer Signature: [Signature]

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE AGREEMENT WITH THORPE BUILDING SERVICES, INC. FOR FC-4843, ANNUAL CONTRACT FOR SECURITY GUARD SERVICES ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED SIX MILLION THIRTY-ONE THOUSAND ONE HUNDRED THIRTY-FOUR DOLLARS AND SEVENTY-TWO CENTS (\$6,031,134.72); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION NUMBER 5051 (WATER & WASTEWATER REVENUE FUND) 170901 (DWM OFFICE OF WATERSHED SECURITY) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 3920000 (EMERGENCY MANAGEMENT); AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any): \$6,031,134.72

Mayor's Staff Only

Received by CPO: _____ (date) Received by LC from CPO: _____ (date)

Received by Mayor's Office: B/10/09 AMO (date) Reviewed by: [Signature] (date)

Submitted to Council: _____ (date)