

Executive Summary

Board of Governors Meeting, June 24, 2020

**Security Officer Services – TLH and JAX
Recommended Vendors: (TLH) Giddens Security Corporation
and (JAX) Universal Protection Service, LLC d/b/a Allied
Universal Security Services, LLC**

Topic

Citizens is requesting approval of new contracts for security services for Tallahassee and Jacksonville office operations. These services are currently under a contract which expires on 11/30/2020.

As this anticipates a five (5) year term, the total dollar amount requested is \$1,754,809 for both the Tallahassee and Jacksonville offices. This is further broken down as follows:

Tallahassee – Giddens Security Corporation	\$ 637,762
Contingency Services	\$ 10,000
Jacksonville – Allied Universal Security Services, LLC	\$1,097,047
Contingency Services	\$ 10,000

The additional contingency services will allow for activation as needed resulting from emergencies requiring security support services.

History

The services are currently provided under an earlier State Term contract, 92121500-14-01, through purchase orders expiring on 11/30/2020. This new procurement of services, also through the State Term Contract vendors, 92121500-01 will begin on December 1, 2020 and expire on March 8, 2025.

Primary security services include roaming patrols, daily monitoring of cameras and, during working hours, lobby area support. Hours are site specific and based on business need.

The new contracts will be based upon the Request for Quotes (RFQ) process through the State Term Contract vendors, as follows:

Tallahassee RFQ issued 4/24/20

- Security Alliance, LLC – no response
- First Coast Security Services, Inc. – quote received
- Giddens Security Corporation – quote received (awarded - lowest price)
- Dynamic Security Services, Inc. – no quote

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Jacksonville RFQ issued 4/24/20

- Security Alliance, LLC – no response
- Veterans Security Corps of America, Inc. – quote received
- First Coast Security Services, Inc. – quote received
- Giddens Security Corporation – quote received
- Dynamic Security Services, Inc. – no quote
- Universal Protection Service, LLC d/b/a Allied Universal Security Services, LLC – quote received (awarded - lowest price)

Recommendation

- a) Approve these contracts, for an amount not to exceed \$1,754,809, with Giddens Security for Tallahassee and Allied Universal for Jacksonville under State Term Contract 92121500-20-1, for a term from December 1, 2020 to March 8, 2025, as described in the Action Item; and
- b) Authorize staff to take any appropriate or necessary action consistent with this Action Item.

ACTION ITEM

Board of Governors Meeting, June 24, 2020

CONTRACT ID	Security Officer Services – TLH and JAX RECOMMENDED VENDORS: (TLH) GIDDENS SECURITY CORPORATION AND (JAX) UNIVERSAL PROTECTION SERVICE, LLC D/B/A ALLIED UNIVERSAL SECURITY SERVICES, LLC
BUDGETED ITEM	This is an operating expense item budgeted annually.
CONTRACT AMOUNT	Approximately \$1,754,809 for Tallahassee and Jacksonville offices. Tallahassee – Giddens Security Corporation \$647,762 <ul style="list-style-type: none">- \$637,762 Daily Services- \$ 10,000 Contingency Services Jacksonville – Allied Universal Security Services, LLC \$1,107,047 <ul style="list-style-type: none">- \$1,097,047 Daily Services- \$ 10,000 Contingency Services
PURPOSE / SCOPE	Purpose: This procurement seeks Board approval of the proposed estimated expenditure for security officer services. The services are currently provided under an earlier State Term contract, through purchase orders expiring on 11/30/2020. This new procurement of services, also through the State Term Contract vendors, will begin on December 1, 2020 and expire on March 8, 2025. Scope: This procurement provides for the continuation of security officer services for Citizens leased office space at the TIAA Bank Center located in Jacksonville and Citizens Centre located in Tallahassee. Primary services include roaming patrols, daily monitoring of cameras and, during normal working hours, lobby area support. In addition, this contract will allow for the activation of additional contingency services as needed resulting from emergencies requiring security support services. Hours are site specific and based on business need.
CONTRACT TERM(S)	December 1, 2020 – March 8, 2025
PROCUREMENT METHOD	These contracts will be procured utilizing the Florida State Term Contract No. 92121500-20-1 which meets the requirements of Citizens' Purchasing Policy.
RECOMMENDATION	It is recommended that Citizens' Board: <ul style="list-style-type: none">a) Approve these contracts, for an amount not to exceed \$1,754,809, with Giddens Security for Tallahassee and Allied Universal for Jacksonville under State Term Contract 92121500-20-1, for terms from December 1, 2020 – March 8, 2025, as described in this Action Item; andb) Authorize staff to take any appropriate or necessary action consistent with this Action Item.
CONTACTS	Violet Bloom, Chief Human Resources Officer Cherri Linn, Director of Facilities Management