

# ACTION ITEM

Board of Governors Teleconference Meeting, September 27, 2017

<b>CONTRACT ID:</b>	<b>Security Services – Jacksonville and Tampa</b> <b>RECOMMENDED VENDOR: ALLIED UNIVERSAL</b>
<b>BUDGETED ITEM</b>	This is an operating expense item budgeted annually.
<b>CONTRACT AMOUNT</b>	Approximately \$826,671 for Jacksonville and Tampa offices.  Jacksonville – \$537,479 (3 year period) <ul style="list-style-type: none"><li>• \$486,071 Daily Services</li><li>• \$51,408 Contingency/Emergency Operation Services</li></ul> Tampa - \$289,192 (22 months period)* <ul style="list-style-type: none"><li>• \$254,174 Daily Services</li><li>• \$35,018 Contingency/Emergency Operation Services</li></ul> *This action item seeks approval through the end of the Tampa lease date; however, as the exit strategy is executed there is a possibility services could end sooner reducing this projected expense.
<b>PURPOSE / SCOPE</b>	<b>Purpose:</b> This procurement seeks Board approval of the proposed estimated expenditure for security officer services. The current procurement of services with this State Term Contract vendor expires on 11/30/2017.  <b>Scope:</b> This procurement provides for continued security officer services within Citizens leased office space at the EverBank Center located in Jacksonville and the Sable Park facility in Tampa. Primary services include roaming patrols, daily monitoring of cameras and lobby area support during normal working hours. In addition, this contract will allow for the activation of additional services as needed resulting from a Catastrophic event or other emergency requiring security support services. Hours are site specific and based on the business need.
<b>CONTRACT TERM(S)</b>	Jacksonville: December 1, 2017 – November 30, 2020 Tampa: December 1, 2017 – October 31, 2019  The current state term contract being utilized expires 12/15/2019 and use of services through this contract cannot exceed more than 12 months past the state term contract expiration date per policy. While the contract has available renewal options, Department Management Services (DMS) has not yet executed any extended terms.
<b>PROCUREMENT METHOD</b>	Procurement will be through the Florida State Term Contract No. 92121500-14-01 which meets the requirements of Citizens' Purchasing Policy.

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<b>RECOMMENDATION</b>	It is recommended that Citizens' Board: <ul style="list-style-type: none"><li>a) Approve the expenditures for Security Services Jacksonville and Tampa to Allied Universal Security Services, LLC. as set forth in this Action Item; and</li><li>b) Authorize staff to take any appropriate or necessary action consistent with this Action Item.</li></ul>
<b>CONTACTS</b>	Kelly Booten, Chief, Systems and Operations Cherri Linn, Director, Facilities Management