



## Request for City Council Committee Action from the City Coordinator and Department of Public Works

**Date:** October 25, 2011

**To:** Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee

**Referral to:** Honorable Betsy Hodges, Chair Ways & Means/Budget Committee

**Subject:** **Contract award of Whelan Security to provide Security Services for the Minneapolis Convention Center, Minneapolis Water Works, City Impound Lot and City Emergency Mobilization.**

**Recommendation:**

That the proper City Officers be authorized to negotiate and enter into a two-year contract (with three one-year renewal options) with Whelan Security to provide security services for the Minneapolis Convention Center, Public Works Water Treatment & Distribution Campuses and the Impound Lot at an estimated not-to-exceed annual cost of \$3.2 million.

Security services will be paid through the appropriate operating funds: Fund 01760 Department 8650124 (\$2.2 million), Fund 07500 Department 06850800 (\$600,000) and Fund 07400 Department 06900200 (\$400,000).

**Previous Directives:**

August 15, 2011 Council authorized issuance of the RFP, to include Security Services at the Minneapolis Convention Center, Public Works Impound Lot, Water Treatment & Distribution Campus, and Contingency Emergency Security Mobilization Services.

**Prepared by:** Arthur Thomas, City Security Manager,  
City Security Manager, Property Services (612) 673-2484

**Approved by:** \_\_\_\_\_  
Kevin Carpenter, Chief Financial Officer

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Jeff Johnson, Director of Minneapolis Convention Center

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Steven Bosacker, City Coordinator

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Steven A. Kotke, P.E., City Engineer, Director of Public Works

**Presenters:** Arthur Thomas, City Security Manager, Property Services  
Marcus Travis, Minneapolis Convention Center

**Reviews**

|                                       |                         |                               |
|---------------------------------------|-------------------------|-------------------------------|
| Permanent Review Committee (PRC)      | Approval <u>X</u> _____ | Not applicable _____          |
| Policy Review Group (PRG)             | Approval _____          | Not applicable <u>X</u> _____ |
| Civil Rights Affirmative Action Plan: | Approval <u>X</u> _____ |                               |

**Financial Impact** (Check those that apply)

- X No financial impact - or - Action is within current department budget (If checked, go directly to Background/Supporting Information)
- \_\_\_ Action requires an appropriation increase to the Capital Budget
- \_\_\_ Action requires an appropriation increase to the Operating Budget
- \_\_\_ Action provides increased revenue for appropriation increase
- \_\_\_ Action requires use of contingency or reserves
- X Business Plan: X Action is within the plan. \_\_\_ Action requires a change to plan.
- \_\_\_ Other financial impact (Explain):
- \_\_\_ Request provided to department's Finance Dept. contact when provided to the Committee Coordinator

**Community Impact**

Neighborhood Notification: Not Applicable  
 City Goals: **A SAFE PLACE TO CALL HOME:** People and businesses thrive in a safe and secure city.  
 Comprehensive Plan: Not Applicable  
 Zoning Code: Not Applicable

**Supporting Information**

On August 15, 2011, the City Council authorized issuance of a Request for Proposal for security services.

The scope of services provides that the vendor will be responsible to provide on-site safety and security protection services for city assets located at the identified sites. City assets are defined as; employees, customers, critical infrastructure, key facilities, financial resources, material resources and proprietary information. The Vendor will also provide emergency security mobilization services to assist or replace police and fire personnel performing security related duties during the "recovery" phase of a significant event resulting in a major disruption of city services and business. In addition prospective proposers must adhere to Labor Peace and Displaced Workers Ordinance requirements outlined in the RFP.

There were thirteen proposers that expressed interest in the RFP. Of that group, seven submitted proposals. A short list of four finalists were chosen and invited to present their proposals on September 29, 2011. These vendors were ABM, Andy Frain, Securitas, and Whelan Security. The evaluation committee was comprised of representatives from Property Services, Public Works Traffic and Parking Services, Fleet Services Division and the Minneapolis Convention Center.

**Recommendation**

As a result of the evaluation of all proposals, the Evaluation Committee requests that the proper City Officers be authorized to enter into contract with Whelan Security, according to the submitted proposal, to provide security services for the MCC at an estimated annual cost of \$2.2 million (Fund 01760/8650124, for Impound at an estimated annual cost of \$600,000 (Fund 07500/6850 800) and MWW/City Emergency Mobilization at an estimated annual cost of \$400,000 (Fund 07400/6900 200), for a combined total contract amount of \$3.2 million. This contract will be effective January 1, 2012, for an initial two year period with three one-year renewal options.