

**CITY OF EL PASO, TEXAS**  
**AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Zoo Department

**AGENDA DATE:** April 21, 2015

**CONTACT PERSON/PHONE:** Steve Marshall, Zoo Director 521-1850  
Bruce D. Collins, Purchasing Director, 212-1181

**DISTRICT (S) AFFECTED:** ALL

**STRATEGIC GOAL #6:**

Set the Standard for Sound Governance and Fiscal Management.

**SUBJECT:**

The City of El Paso Zoo Department recommends the award of Solicitation No. 2015-658 Security Guard Services Zoo to Mike Garcia Merchant Security, LLC for an initial three (3) year term in the estimated amount of \$800,872.38. The award is to include a two (2) year optional amount of \$533,914.92 for a total five (5) year award of \$1,334,787.30.

The period of performance is from May 1, 2015 through April 30, 2018.

**BACKGROUND / DISCUSSION:**

The City of El Paso Zoo Department have reviewed Solicitation 2015-658 Security Guard Services Zoo and recommend the contract be awarded to Mike Garcia Merchant Security, LLC, the bidder offering the best value bid to the City.

This contract will provide security guard services for the El Paso Zoo Department. Below is a breakdown:

Item No	Description	Estimated Annual Hours	Hourly Cost (Per hour)	Annual Total (Annual Estimated Hours X Hourly Cost)	3 – Year Total (1 Year Total X 3 years)
1.	<b>Standard Operations – Security Guard</b> Unarmed Security Guard Services	17,520 hrs	<u>\$ 10.89</u>	<u>\$ 190,792.80</u>	<u>\$ 572,378.40</u>
2.	<b>Standard Operations – Shift Supervisor</b> Unarmed Security Guard Services	2,896 hrs	<u>\$ 10.89</u>	<u>\$ 31,537.44</u>	<u>\$ 94,612.32</u>
3.	<b>Standard Operations – Security Guard (Part-time)</b> Unarmed Security Guard Services (6 months March-August)	1,098 hrs	<u>\$ 10.89</u>	<u>\$ 11,957.22</u>	<u>\$ 35,871.66</u>
4.	<b>Additional Hours</b> Unarmed Security Guard Services (As needed basis)	3,000 hrs	<u>\$ 10.89</u>	<u>\$ 32,670.00</u>	<u>\$ 98,010.00</u>
<b>Grand Total (Items 1 – 4)</b>				<u>\$ 266,957.46</u>	<u>\$ 800,872.38</u>

**SELECTION SUMMARY:**

Solicitation was advertised on 02/03/2015 and 02/10/2015. The solicitation was posted on City website on 02/03/2015. The email (Purmail) notification was sent out on 10/07/2014. A total of twenty seven (27) vendors were solicited, twenty-two (22) being local. A total of four (4) bids were received, all being local vendors.

**PRIOR COUNCIL ACTION:**

On October 16, 2009, Council approved award of solicitation 2009-265 – Security Guard Services to Ruiz Protective Service, Inc.

**AMOUNT AND SOURCE OF FUNDING:**

Department: Zoo  
Accounts: 452-3400-52140-P5243-522200  
Fund Source Name: Zoo Operations

**BOARD / COMMISSION ACTION:**

N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:** \_\_\_\_\_

Name

Signature

Date

**COUNCIL PROJECT FORM  
(BEST VALUE BID)**

\*\*\*\*\***POSTING LANGUAGE BELOW**\*\*\*\*\*

Please place the following item on the **REGULAR** agenda for the Council Meeting of April 21, 2015. The award of Solicitation No. 2015-658 Security Guard Services to Mike Garcia Merchant Security, LLC for an initial three (3) year term in the estimated amount of \$800,872.38. The award is to include a two (2) year optional amount of \$533,914.92 for a total five (5) year award of \$1,334,787.30. The period of performance is from May 1, 2015 through April 30, 2018.

**STRATEGIC GOAL #6:** Set the Standard for Sound Governance and Fiscal Management.

Department:	Zoo Department
Award to:	Mike Garcia Merchant Security, LLC El Paso, TX
Item(s):	All
Initial Term:	3 Years
Option to Extend:	2 Years
Annual Estimated Award:	\$266,957.46
Initial Term Estimated Award:	\$800,872.38 (3 Years)
Total Estimated Award:	\$1,334,787.30 (5 Years)
Account No.:	452-3400-52140-P5243-522200
Fund Source Name:	Zoo Operations
District(s):	All

This is a Best Value, service contract.

The Purchasing & Strategic Sourcing Department and Zoo Department recommends award as indicated to Mike Garcia Merchant Security, LLC, the bidder offering the best value bid. In accordance with this award the City Manager or designee is authorized to exercise future options if needed.

\*\*\*\*\***ADDITIONAL INFO BELOW**\*\*\*\*\*

**Best Value Committee Score Sheet**  
**Solicitation: 2015-658 Security Services Zoo**

<b>Evaluation Criteria</b>	<b>Possible Points</b>	<b>MIA Ventures LLC dba Artco Protective Services</b>	<b>Mike Garcia Merchant Security, LLC</b>	<b>Ruiz Protective Service, Inc.</b>	<b>U. S. Security Associates Inc.</b>
<b>Evaluation Criteria Cost</b>	50%	50.00	48.71	49.89	45.42
<b>Evaluation Qualifications &amp; Experience</b>	20%	0.83	3.25	2.33	4.17
<b>Evaluation Reputation &amp; Quality of the Bidder's Service</b>	15%	5	5	5	0
<b>Evaluation Criteria Employee Medical Benefits</b>	10%	2	8	8	8
<b>Evaluation Criteria Past Performance</b>	5%	4.83	2.665	1.75	3.125
<b>Grand Total</b>	<b>100%</b>	<b>62.66</b>	<b>67.63</b>	<b>66.97</b>	<b>60.71</b>



**CITY OF EL PASO  
BID TABULATION FORM**



Project Name: SECURITY GUARD SERVICES  
Bid Opening Date: MARCH 4, 2015

Solicitation #: 2015-658  
Department: ZOO

			MIA VENTURES LLC dba ARTCO PROTECTIVE SERVICES ✓ EL PASO, TX ✓			MIKE GARCIA MERCHANT SECURITY, LLC ✓ EL PASO, TX ✓		
ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL HOURS	HOURLY COST (PER HOUR)	ANNUAL TOTAL (ANNUAL ESTIMATED HOURS x HOURLY COST)	3 YEAR TOTAL (1 YEAR TOTAL x 3 YEARS)	HOURLY COST (PER HOUR)	ANNUAL TOTAL (ANNUAL ESTIMATED HOURS x HOURLY COST)	3 YEAR TOTAL (1 YEAR TOTAL x 3 YEARS)
1.	STANDARD OPERATIONS - SECURITY GUARD Unarmed Security Guard Services	17,520 HRS	\$10.50 ✓	\$183,960.00 ✓	\$551,880.00 ✓	\$10.89 ✓	\$190,792.80 ✓	\$572,378.40 ✓
2.	STANDARD OPERATIONS - SHIFT SUPERVISOR Unarmed Security Guard Services	2,896 ✓ HRS	\$10.95 ✓	\$31,711.20 ✓	\$95,133.60 ✓	\$10.89 ✓	\$31,537.44 ✓	\$94,612.32 ✓
3.	STANDARD OPERATIONS - SECURITY GUARD (Part-time) Unarmed Security Guard Services (6 months March-August)	1,098 HRS	\$10.50 ✓	\$11,529.00 ✓	\$34,587.00 ✓	\$10.89 ✓	\$11,957.22 ✓	\$35,871.66 ✓
4.	ADDITIONAL HOURS Unarmed Security Guard Services (As needed basis)	3,000 HRS	\$10.95 ✓	\$32,850.00 ✓	\$98,550.00 ✓	\$10.89 ✓	\$32,670.00 ✓	\$98,010.00 ✓
<b>GRAND TOTAL (ITEMS 1-4)</b>				\$260,050.20 ✓	\$780,150.60 ✓		\$266,957.46 ✓	\$800,872.38 ✓

NOTE: This is a Best Value Procurement. Price and other factors shall be evaluated to determine an awardee. The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.

APPROVED BY: Deane Wang  
DATE: 3/16/15



**CITY OF EL PASO  
BID TABULATION FORM**



Project Name: SECURITY GUARD SERVICES  
Bid Opening Date: MARCH 4, 2015

Solicitation #: 2015-658  
Department: ZOO

	MIA VENTURES LLC dba ARTCO PROTECTIVE SERVICES EL PASO, TX	MIKE GARCIA MERCHANT SECURITY, LLC EL PASO, TX
<p><u>OPTION TO EXTEND THE TERM OF THE AGREEMENT</u></p> <p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF THE SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS. THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p>		
ONE (1) ADDITIONAL YEAR AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT:	<input type="checkbox"/>	<input type="checkbox"/>
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
NO OPTION OFFERED	<input type="checkbox"/>	<input type="checkbox"/>
<b>PAYMENT TERMS:</b>	NET - 30 DAYS	NET - 30 DAYS
<b>BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

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APPROVED BY: *[Signature]*  
DATE: 3/10/15



**CITY OF EL PASO  
BID TABULATION FORM**



Project Name: SECURITY GUARD SERVICES  
Bid Opening Date: MARCH 4, 2015

Solicitation #: 2015-658  
Department: ZOO

			RUIZ PROTECTIVE SERVICE, INC. EL PASO, TX			U.S. SECURITY ASSOCIATES INC. EL PASO, TX		
ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL HOURS	HOURLY COST (PER HOUR)	ANNUAL TOTAL (ANNUAL ESTIMATED HOURS x HOURLY COST)	3 YEAR TOTAL (1 YEAR TOTAL x 3 YEARS)	HOURLY COST (PER HOUR)	ANNUAL TOTAL (ANNUAL ESTIMATED HOURS x HOURLY COST)	3 YEAR TOTAL (1 YEAR TOTAL x 3 YEARS)
1.	STANDARD OPERATIONS - SECURITY GUARD Unarmed Security Guard Services	17,520 HRS	\$10.52	\$184,310.40	\$552,931.20	\$10.88	\$190,617.60	\$571,852.80
2.	STANDARD OPERATIONS - SHIFT SUPERVISOR Unarmed Security Guard Services	2,896 HRS	\$11.46	\$33,188.16	\$99,564.48	\$12.00	\$34,752.00 BIDDER'S PRICE \$39,648.00	\$104,256.00 BIDDER'S PRICE \$118,944.00
3.	STANDARD OPERATIONS - SECURITY GUARD (Part-time) Unarmed Security Guard Services (6 months March-August)	1,098 HRS	\$10.52	\$11,550.96	\$34,652.88	\$10.88	\$11,946.24	\$35,838.72
4.	ADDITIONAL HOURS Unarmed Security Guard Services (As needed basis)	3,000 HRS	\$10.52	\$31,560.00	\$94,680.00	\$16.32	\$48,960.00	\$146,880.00
<b>GRAND TOTAL (ITEMS 1-4)</b>				\$260,609.52	\$781,828.56		\$286,275.84 BIDDER'S PRICE \$291,171.84	\$858,827.52 BIDDER'S PRICE \$873,351.52

NOTE: This is a Best Value Procurement. Price and other factors shall be evaluated to determine an awardee.  
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APPROVED BY: *[Signature]*  
DATE: 3/16/15



**CITY OF EL PASO  
BID TABULATION FORM**



Project Name: SECURITY GUARD SERVICES  
Bid Opening Date: MARCH 4, 2015

Solicitation #: 2015-658  
Department: ZOO

	RUIZ PROTECTIVE SERVICE, INC. EL PASO, TX	U.S. SECURITY ASSOCIATES INC. EL PASO, TX
<b>OPTION TO EXTEND THE TERM OF THE AGREEMENT</b> THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS. THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF THE SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS. THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND. BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:	NONE MARKED	
ONE (1) ADDITIONAL YEAR AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT:	<input type="checkbox"/>	<input type="checkbox"/>
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT:	<input type="checkbox"/>	<input checked="" type="checkbox"/>
NO OPTION OFFERED	<input type="checkbox"/>	<input type="checkbox"/>
<b>PAYMENT TERMS:</b>	NET - 30 DAYS	PAGE MISSING
<b>BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
<b>BIDS SOLICITED: 27    LOCAL BIDS SOLICITED: 22    BIDS RECEIVED: 4    LOCAL BIDS RECEIVED: 4    NO BID: 0</b>		

NOTE: This is a Best Value Procurement. Price and other factors shall be evaluated to determine an awardee.  
The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.

DATE: 3/10/15

<p>ADVANCED SECURITY CONTRACTORS 135 RIO WEST DR. EL PASO, TX 79932</p>	<p>AKAL SECURITY 3711 ADMIRAL ST EL PASO, TX 79925</p>	<p>ALL AMERICAN INTERNATIONAL SECURITY P. O. BOX 27109 EL PASO, TX 79926 7109</p>
<p>ALLIED BARTON SECURITIES 7500 VISCOUNT BLVD STE C66 EL PASO, TX 79925</p>	<p>AMERICAN RANGERS SECURITY 316 N. CAROLINA DR EL PASO, TX 79915</p>	<p>AZAR ARMORED CAR INC 114 N. ZARAGOZA RD EL PASO, TX 79907</p>
<p>BLACKHAWK SECURITY SERVICES INC 7362 REMCON CIR EL PASO, TX 79912</p>	<p>BLACKSTONE SECURITY SERVICES INC 7618 BOEING, STE. I EL PASO, TX 79925</p>	<p>EL PASO LONE STAR SECURITY AGENCY ATTN: MANUEL V. CARLOS 3510 LEE BLVD. EL PASO, TX 79936-1413</p>
<p>G4S SECURE SOLUTIONS (USA) INC. ATTN: KAY GLANCEY 955 N. RESLER, STE. 104-109 EL PASO, TX 79912</p>	<p>HCI SECURITY ATTN: LORIE TRESLER 1851 GULF FREEWAY SOUTH #31 LEAGUE CITY, TX 77573</p>	
<p>HUB ENTERPRISES INC. 405 E. MADISON ST. BROUSSARD, LA 79518</p>	<p>INVESTIGATING &amp; SECURITY GUARD CO. ATTN: RAY BALDEMAR HERNANDEZ 10541 GREENWAY AVENUE EL PASO, TX 79925</p>	<p>ITS ATTN: TONI COUVEL 8177 W, GLADES ROAD STE 217 BOCA RATON. FL 33434</p>
<p>ITS COMMERCIAL SECURITY INC. P. O. BOX 52159 HOUSTON, TX 77052-2159</p>	<p>MIKE GARCIA MERCHANT SECURITY, INC. ATTN: MIKE GARCIA 6000 WELCH SUITE 11 EL PASO, TX 79905</p>	<p>NIGHT EYES PROTECTIVE SERVICE 2407 E. YANDELL DR EL PASO, TX 79903</p>
<p>PINKERTON SECURITY &amp; INVETIGATIONS ATTN: DAVID HOLGUIN 1155 WESTMORELAND DRIVE STE 201 EL PASO, TX 79925</p>	<p>PRIME VENDOR INC. LAURIE MELNICK 4608 CEDAR AVENUE SUITE 106 WILMINGTON, NC 28403</p>	<p>RUIZ PROTECTIVE SERVICE, INC. 3417 MONTANA AVE. EL PASO, TX 79903</p>
<p>SECURITAS SECURITY 1155 WESTMORELAND DR STE 201 EL PASO, TX 79925</p>	<p>SUN CITY SECURITY SERVICES 9155 DYER ST STE B-90 EL PASO, TX 79924</p>	<p>TEXAS ENFORCER LLC 3407 DOUGLAS AVENUE EL PASO, TX 79903</p>
<p>WACKENHUT 11420 CEDAR OAK DR EL PASO, TX 79936</p>	<p>WHELAN SECURITY 4171 N MESA ST EL PASO, TX 79903</p>	
<p>CONTINENTAL INVESTIGATION 521 TEXAS AVE EL PASO, TX 79901</p>	<p>ALLEGIANCE SECURITY GROUP ATTN: DANIEL HIBBARD 8900 VISCOUNT BLVD. SUITE AN-234 EL PASO, TX 79925-5897</p>	