

# Audit and Accountability Committee



## Pre Solicitation Briefing for Citywide Security Officer Services

Date: March 17, 2020

Presented by: Craig Hopkins, CIO, Information Technology Services  
Department

# Project & Solicitation Overview

The Information Technology Services Department is seeking a contractor to provide security officer services at 52 designated City buildings, facilities, grounds and right-of-ways to provide for the safety and well-being of employees and visitors. It is estimated that the City will utilize these services for approximately 274,000 hours annually for services that include emergency response, access control, technology control station monitoring, mobile/foot patrol and other related security services.



## Solicitation Type

- Request for Competitive Sealed Proposals

## Proposed Term

- 3 years with 2, 1 year renewal options

## Estimated Value

- \$40 Million

## Current Contract Status

- Current Contract expires on 9/30/2020

# Solicitation Overview

| Outreach                         |  | Evaluation Voting Members                              |  |
|----------------------------------|--|--|--|
| NIGP Codes Identified            | NIGP code(s) and description: 99046, Guard and Security Services   | Ben Gorzell, Chief Financial Officer, CMO              |  |
| Number of Vendors to be Notified | Central Vendor Registry: 90<br>Veteran Owned Small Business (SBA): 1,564<br>(SCTRCA): 9<br>Targeted Vendor Outreach: 3 | Craig Hopkins, Chief Information Officer, ITSD         |  |
| Advertising                      | TVSA Channel 21<br>COSA Bidding & Contracting Opportunities website<br>Express News                                    | Patsy Boozer, Chief Information Security Officer, ITSD |  |
|                                  |  | Derek Rabey, Technical Security Manager, ITSD          |  |
|                                  |  | Louis Resendez, Special Projects Manager, ITSD         |  |
|                                  |  | Francisco Garcia, Facilities Manager, SAPD             |  |
|                                  |  | Aurora Perkins, Parking Administrator, CCDO            |  |
|                                  |  | Jorge Manzano, Development Services Administrator, DSD |  |

# Solicitation Requirements

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## Evaluation Criteria

Experience, Background, Qualifications: 25 points  
Proposed Plan: 35 points  
Pricing: 20 points  
SBE Prime Contract: 15 points  
MWBE Prime Contract: 5 points

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## Additional Requirements

SBEDA Subcontracting Requirements: 10% M/WBE  
Audited Financial Statements: Not Required  
Local Preference Program: Not Applicable  
Veteran Owned Small Business Preference Program: Not Applicable

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## Goal Setting Committee Members

Troy Elliott, Deputy Chief Financial Officer, Finance  
Craig Hopkins, Chief Information Officer, ITSD  
Dr. Anita Kurian, Assistant Director, SAMHD  
Shuchi Nagpal, Assistant Director, EDD  
Linda Lopez-George, Citizen Member

# Project Timeline

