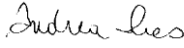


CITY OF HALLANDALE BEACH, FLORIDA
MEMORANDUM

DATE: August 21, 2017

TO: Dwayne Flournoy, Police Chief
Miquel Martinez, Assistant Police Chief
Terence Thouez, Captain Internal Affairs

FROM: Andrea Lues, Procurement Director 

SUBJECT: **Award Recommendation Memorandum: - RFP # FY 2016-2017-006 Unarmed Security Guard Services and Rover Patrol GISND**

Attached find information for the award recommendation for RFP # FY 2016-2017-006 Unarmed Security Guard Services and Rover Patrol GISND.

1. The Summary Rating Sheet for the three (3) Evaluation Committee member's ratings for the six (6) firms that responded to this RFP and meet the minimum qualification requirements.
2. A Copy of the City's Form Agreement that was included in the solicitation. Ensure you review this City's Form Agreement to include all and any deliverables that you wish to be easily found within the Agreement. It is recommended to include in the Agreement all the deliverables, as stipulated in the RFP and the awarded firm's proposal, to ensure that the work the firm is to provide weekly, monthly, quarterly, and yearly is being provided. This City's Form Agreement must be provided to the City Attorney when requesting the Resolution. The inclusion of the terms and conditions that you need within the Agreement to ensure the firm performs and how, must be obtained from the RFP and the firm's proposal.
3. The only variances received were from G4S Secure Solutions (USA), Inc. Other firms have no variances requested.
4. Ensure that you route the final, fully negotiated agreement that your Department has negotiated with the City's ARTEF (Agreement Review and Transmittal Execution Form) via email to the Procurement Department. Please note that the ARTEF and the explanation of the process for routing of the Agreement is found on the City's CityNet, under City Docs, Reference Docs, Procurement, Contract Routing Documents. Prompt processing of the agreement from your department is required to ensure you route negotiated agreement immediately after resolution is signed. See link below <https://hallandalebeach.sharepoint.com/SitePages/Home.aspx>

TO: Dwayne Flournoy, Police Chief
Miquel Martinez, Assistant Police Chief
Terence Thouez, Captain Internal Affairs

SUBJECT: Award Recommendation Memorandum: - RFP # FY 2016-2017-006 UNARMED SECURITY
GUARD SERVICES AND ROVER PATROL GISND

Summary Information

Release Date of RFP: June 8, 2017

The release notice for the RFP was sent via email to sixty-seven (67) vendors from the City's Vendor list. The RFP was also advertised in the Hallandale Beach Chamber of Commerce website, City's website, DEMANDSTAR website, and City and HBCRA Social Media pages. The RFP was also advertised through the Miami Minority Business Development Agency Business Center, the U.S. Small Business Administration, and the Broward County Community Relations and Outreach Section Office of Economic and Small Business Development.

Mandatory Pre-Proposal Conference: was held on June 16, 2017 11:00 am.

There were fourteen (14) vendors in attendance at the Mandatory Pre-Proposal Conference and five (5) staff members. Mandatory Site Visit was cancelled due to weather conditions. However, all vendors in attendance were provided access to property site.

In addition to providing the opportunity for vendors to come and ask questions during the mandatory pre-proposal meeting, the solicitation allowed for additional questions to be sent in via email by no later than **June 20, 2017 11:00 am.**

Due Date: Responses to the RFP were due **July 5, 2017 @ 11:00 am.**

Proposals Received:

Six (6) proposals were received from the following vendors in order of highest ranked:

1. Regions Security
2. FPI Security Services, Inc.
3. SFM Services, Inc.
4. Security Alliance, LLC
5. G4S Secure Solutions (USA) Inc.
6. Kent Security Services

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GUARD SERVICES AND ROVER PATROL GISND

RFP # FY 2016-2017-006 RFP # FY 2016-2017-006 UNARMED SECURITY GUARD SERVICES AND ROVER PATROL GISND SUMMARY TABULATION SHEET				
N O.	PROPOSING FIRM	RFP AMOUNT	VARIANCES	LOCAL VENDOR PREFERENCE REQUESTED
1	Regions Security Services, Inc. 1100 NW 72nd Avenue, Miami, FL 33126 David J. Rodriguez, Area Manager PHONE # (305) 801-2340 EMAIL ADDRESS – drodriguez@RegionsSecurity.us	\$160,974.00	None Stated	None Applied For
2	FPI Security Services 1776 West 38 Place, Hialeah, FL 33012 Daniel Gonzalez, Vice President PHONE # (305) 827-4300 EMAIL ADDRESS – Dgonzalez@fpisecurity.com	\$170,730.00	None Stated	None Applied For
3	SFM Security Services, Inc. 9700 NW 79th Avenue, Hialeah Gardens, FL 33016 Christian Infante, President PHONE # (305) 525-9442 EMAIL ADDRESS – cinfante@sfmsecurity.com	\$174,827.60	None Stated	None Applied For
4	Security Alliance, LLC. 8323 NW 12 Street, Suite 218, Doral, FL 33126 William Murphy, President PHONE: (305) 670-6544 EMAIL ADDRESS – billm@securityalliancegroup.com	\$178,886.00	None Stated	None Applied For
5	G4S Secure Solutions (USA) Inc. 6499 Powerline Road, Suite 300, Fort Lauderdale, FL 33309 Michael Boss, General Manager PHONE: (954) 771-5005) EMAIL ADDRESS – michael.boss@usa.g4s.com	\$228,658.40	Variances Requested – See Firms Proposal	None Applied For
6	Kent Security Services, Inc. 14600 Biscayne Boulevard, Miami, FL 33181 Gil Neuman, CEO PHONE: (305-919-9400) ext. 206 EMAIL ADDRESS – gneuman@kentservices.com	\$181,570.00	None Stated	None Applied For

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Evaluation Committee:

On June 29, 2017, the Procurement Department met with the Evaluation Committee to conduct training and review of the evaluation process. The Evaluation Committee, appointed by the City Manager, was composed of the following individuals:

- Greg Chavarria, Assistant City Manager/IT Director
- Sonia Quinones, Police Department, Major, Administrative Services
- Ron Kurtz, President of Oceanus Insurance Company, GISND Board Member

On July 19, 2017, at 3:00 pm, a Sunshine Evaluation Committee meeting was held with the Evaluation Committee to discuss the proposals. At this meeting, all committee members came to a consensus that all six (6) firms met the minimum qualification requirements of the RFP and would continue through the evaluation process. This led to invitations for oral presentations to the firms.

On August 8, 2017, starting at 9:00 am, oral presentations for the six (6) firms were held. An Evaluation Committee Sunshine meeting was held immediately after, at approximately 3:00 pm.

On August 9, 2017, the Evaluation Committee submitted rating sheets for all six (6) firms.

Please note:

1. This project continues to be under a Cone of Silence. There is to be no communication with the firm until such time as the date and time of the City Commission meeting when the award will be made.
2. If additional information and/or clarifications are needed please contact the Procurement Department immediately.
3. The Project Manager is responsible for preparing the staff report for recommendation of award to the Commission. Please ensure that the City's Form Agreement is included with the items provided to the City Attorney for creation of the Resolution.
4. You must advise the Procurement Department if the recommended firm(s) is to be invited to the Commission meeting.
5. If the RFP is to be rejected, an agenda item must be prepared for the rejection. This is in accordance with Procurement Code Section 23-12, (4) Rejection of Bids.

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Prepared by: _____
Carolyn Allen-Smith, Procurement Specialist