



# CITY OF PLANO COUNCIL AGENDA ITEM

<b>CITY SECRETARY'S USE ONLY</b>				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		January 12, 2015		
Department:		Municipal Courts		
Department Head		Don Stevenson		
Agenda Coordinator (include phone #): <b>Leslie Hooker x7204</b>				
<b>CAPTION</b>				
Bid No. 2014-336-C for a one (1) year contract with three (3) City optional one (1) year renewals for Security Personnel Service for the Municipal Courts to Blue Shield Security and Protection Inc. in the estimated annual amount of \$65,025 and authorizing the City Manager to execute all necessary documents.				
<b>FINANCIAL SUMMARY</b>				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR:	<b>2014-15 thru 2018-19</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>
				<b>TOTALS</b>
Budget			203,067	216,750
Encumbered/Expended Amount			-38,458	0
This Item		0	-43,350	-216,750
BALANCE		0	121,259	0
<b>FUND(S):    MUNICIPAL COURT BUILDING SECURITY FEE FUND</b>				
<p><b>COMMENTS:</b> This item approves price quotes. The estimated amount to be spent in FY 2014-15 is \$43,350. Total cost of service for future years is \$216,750 with payments of \$65,025 in FY 2015-16; \$65,025 in FY 2016-17; \$65,025 in 2017-18; and \$21,675 in 2018-19. Future years expenditures will occur within the Adopted Budget for those years. The remaining balance will be used for other Municipal Court Building Security purchases.</p> <p>STRATEGIC PLAN GOAL: Approving security services for the Justice Center relates to the City's goal of Safe Large City.</p>				
<b>SUMMARY OF ITEM</b>				
Staff recommends the bid of Blue Shield Security and Protection Inc. in the estimated annual amount of \$65,025 be accepted as the lowest, responsive, responsible bid, and conditioned upon timely execution of any necessary contract documents.				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Memo				
Bid Recap				



# Memorandum

**Date:** December 16, 2014  
**To:** Leslie Hooker, Buyer  
**From:** Don Stevenson, Chief Municipal Judge  
**Subject:** Award Recommendation (2014-336-C) Security Personnel Service

## Recommendation

The Judges Office of the Plano Municipal Court recommends awarding Bid #2014-336-C Security Personnel Service for Municipal Courts in the amount of \$65,025 to the lowest, responsive and responsible bidder: Blue Shield Security and Protection Inc.

Blue Shield Security and Protection Inc. will provide two security officers for the municipal court at a single entry-point security station in the lobby of the Raymond Robinson Justice Center, 900 East 15<sup>th</sup> Street, Plano, Texas. One security officer will operate the scanning equipment and one security officer will provide supervisory responsibility.

If the contract is not awarded, the courtrooms, court staff and citizens will be without security during their conduct of business in the Robinson Justice Center. The security personnel are necessary to prevent the introduction of weapons and contraband into the building.

**CITY OF PLANO**  
**BID NO. 2014-336-C**  
**Security Personnel for Municipal Courts**  
**BID RECAP**

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**Bid opening Date/Time:** November 19, 2014 @ 10:00 am

**Number of Vendors Notified:** 2516

**Vendors Submitting "No Bids":** 0

**Bids Evaluated Non-Responsive to Specifications:** 1

**Number of Bids Submitted Responsive to Bid:** 7

Blue Shield Security and Protection Inc.	\$65,025.00
DFW Security Protective Force	\$75,403.50
Vets Securing America	\$80,019.00
All Pro Security Services	\$83,844.00
Square Business Security	\$84,150.00
Universal Protection Service	\$88,689.00

**Recommended Vendors:**

Blue Shield Security and Protection Inc.	\$65,025.00
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*Leslie Hooker*

*November 19, 2014*

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Leslie Hooker  
Buyer I

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Date