



Good Neighbors

San Diego
Housing Commission

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REPORT

DATE ISSUED: February 14, 2003

ITEM 101

REPORT NO.: HCR03-021
For the Agenda of February 21, 2003

SUBJECT: Contract for Security Guard Services

SUMMARY

Issue: Should the Housing Commission enter into a contract for security guard services with Bradley Security and Detective Agency?

Recommendation: Authorize the Chief Executive Officer to enter into a contract with Bradley Security and Detective Agency effective March 1, 2003 for security guard services.

Fiscal Impact: The proposed contract for security guard services shall not exceed \$138,000 per year for a one-year period, with options to renew for two (2) additional one-year periods based on the original flat base fee of \$138,000 adjusted annually by a percentage not to exceed the consumer price index.

Certificate of Funding Availability:

Certificate No:	03-105
Amount:	\$138,000 OUSA 312 (Housing Programs)
Revenue Source:	Various
Division:	Asset Management
Line Item:	4480

Equal Opportunity Statement: Bradley Security and Detective Agency is a Disabled Veteran Business Enterprise, CalTrans Certification Number 0019945.

Previous Related Action(s): The Housing Commission previously approved a contract with Bradley Security and Detective Agency (formerly dba Justice Securities) and it has



been in effect since December 3, 1999. It is scheduled to expire shortly and a formal request-for-proposal procurement was initiated in order to obtain and continue security services for the Housing Commission.

BACKGROUND

The San Diego Housing Commission requires security guard services at its residential sites and office facility(s). In addition, occasional guard services are sometimes required for sporadic incidents or special events. Security guards assist in the protection of Housing Commission clients, employees, the visiting public and property. They further assist in ensuring an atmosphere conducive to the effective operation of Housing Commission business and preservation of the safety of all persons on Agency property.

DISCUSSION

A request-for-proposal solicitation process was issued on November 22, 2002 and three responsive bids were received. The three responsive bidders submitting proposals were: A-1 Security Service, ARC Protective Services and Bradley Security and Detective Agency. All bidders were evaluated based on the following criteria:

- ❑ Qualifications (30%)
- ❑ Scope of Services (20%)
- ❑ Price (50%)

Pricing consideration was the most important evaluation criteria in the procurement selection. Each bidder proposed the following service charges:

HOURLY RATES	EVALUATION SCORES	UNARMED SECURITY	ARMED SECURITY
Bradley Security and Detective Agency	280	\$11.78	\$12.05
A-1 Security Service	251	\$14.75	\$13.50
ARC Protective Services	150	\$18.75	\$27.00

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ALTERNATIVE

Do not authorize the Chief Executive Officer to enter into a contract with Bradley Security and Detective Agency on March 1, 2003. This is not recommended because the current contract for these services is due to expire and services cannot be provided or continued unless the Housing Commission enters into a contract with a security services vendor.

Respectfully submitted,

Edward P. Mauk
Financial Services Manager

**Signature on File
With Original Document**

Approved by,

Elizabeth C. Morris
Chief Executive Officer

Attachment: Bradley Security Draft Contract