

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19142

Sponsor(s): Alfred Jordan

Date: May 10, 2016

<b>SUBJECT</b>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a twelve month Term and Supply Contract, with One Twelve Month Option to Extend, for the furnishing of Security Officer Services for use by the Department of Corrections under the terms and conditions of Invitation to Bid No. 3-16.</u></p>										
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="321 541 1209 739"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td> </td> <td> </td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department:                      Estimated Use:  Department of Corrections      \$50,000.00</p> <p>This RLA only approves the term and supply contract. The funds were appropriated through the annual budget adoption. Figures included in the Budget Information section are for informational purposes to provide an estimate of the contract value.</p> <p>Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$		
Amount authorized by this legislation this fiscal year:	\$										
Amount previously authorized this fiscal year:	\$										
Total amount authorized after this legislative action:	\$										
Amount budgeted for this item * (including transfers):	\$										
<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date):  Prior resolutions and (date):</p>										
<b>CONTACT INFORMATION</b>	<p>RLA drafted by (name, title, &amp; phone): Kyle Brack, Sr. Buyer, 881-3265</p>										
<b>REQUEST SUMMARY</b>	<p>The County requires a Term and Supply Contract for the furnishing of Security Officer Services in the Jackson County, Missouri facilities. To meet these requirements, the Purchasing Department issued Invitation to Bid No. 3-16.</p> <p>A total of fifteen bids were distributed, two responses were received, and one rejected due to non-responsiveness to terms &amp; conditions of the invitation to bid. The following bid was evaluated:</p> <p>Homeland Security Protective Service                      Hourly Bill Rate: \$18.97  Kansas City, MO</p>										

	Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Term and Supply Contract for the furnishing of Security Officer Services to Homeland Security Protective Service of Kansas City, MO as the lowest and best bid received.	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Abstract of Bids received, Recommendation Memorandum from DOC, and the pertinent pages of Homeland's bid documents.	
REVIEW	Department Director:	Date:
	Finance (Budget Approval): <i>If applicable</i>	Date:
	Division Manager:	Date:
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

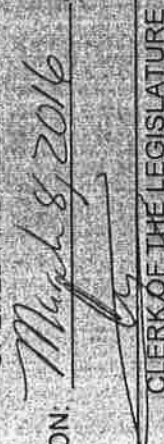

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

ABSTRACT OF BIDS

Res. 19142

NO	DESCRIPTION	UNIT	QTY	Homeland Security Protective Service		ISS Uniguard		AMOUNT	AMOUNT	AMOUNT
				AMOUNT	AMOUNT	AMOUNT	AMOUNT			
1	Price Per Hour			18.97		17.24				

CERTIFICATION OF BID OPENING  
 BIDS WERE PUBLICLY  
 OPENED AND RECORDED  
 ON: March 8, 2016 BY  
  
 CLERK OF THE LEGISLATURE  
  
 PURCHASING



**JCDC  
Jackson County, MO**

# Memo

**To:** Barbara Casamento  
**From:** Brian Johnson  
**CC:** Kyle Brack  
**Date:** 3/17/2016  
**Re:** JCDC Award Letter – Security Guard Contract

---

## **Jackson County Department of Corrections Award Letter**

The JCDC has requested security services to augment our staffing levels for 2016. In particular, our need to better manage our entry of staff through security perimeters and our ability to escort maintenance vendors about the facility in a secure manner in order for them to perform capital improvements on our existing facility.

Our committee has reviewed the bid/s that have been submitted and recommend approval of HOMELAND SECURITY PROTECTIVE SERVICE and that they be awarded the contract, being that they are the best and lowest bid.

JCDC has a desire to get started with this contract as soon as is possible.

Thank you,

Brian Johnson  
Health Services & Compliance Manager  
Department of Corrections

# Homeland Security Protective Service



## PURCHASING DEPARTMENT

415 East 12<sup>th</sup> Street  
Kansas City, Missouri 64106

816-881-3267  
Fax 816-881-3268

INVITATION TO BJD NO. 3-16  
ADDENDUM NO. 2  
ISSUED: February 29, 2016  
PAGE 1 OF 1

This Addendum hereby changes, modifies, and amends the previously issued Invitation to Bid as follows:

**Statement No. 1** – As a Quote Sheet was mistakenly excluded from the original Invitation to Bid, please provide proposed hourly wage below:

\$ 18.97 / hour

To allow additional time for response, the Bid Closing Date and Time has been extended one week to March 8, 2016 @ 2:00pm CST.

If you have any questions concerning this Addendum, please contact Kyle Brack at [kbrack@jacksongov.org](mailto:kbrack@jacksongov.org). There are no further changes, modifications or amendments.

  
Q. IRON-ELIZMAS  
Director of Finance and Purchasing

(6)

BIDDER'S  
 EXCEPTIONS  
 TO  
 SPECIFICATIONS  
 OF  
 JACKSON COUNTY, MISSOURI INVITATION TO BID  
 NO. 3-16

Respondent's attention is directed to Paragraph 4 of the General Conditions of this Invitation to Bid. **READ THIS PARAGRAPH CAREFULLY.**

The following exceptions to the Specifications of Invitation to Bid No. 3-16 are requested by the undersigned Respondent: (Use additional pages as necessary.)

REFERENCE PARA # & PAGE #	EXCEPTION REQUESTED
Page 2 (no para #)	Payment may be withheld by the County to protect itself from actual loss (as opposed to potential loss) which has resulted from the Contractor's non-performance.
Page 2 (no para #)	ISS requests the ability to terminate this Contract with 30 days written notice or, at a minimum, for the County's breach.
Page 11, Para. 15	ISS will indemnify the County to the extent of ISS's fault or other negligence.
Page 18, Para. 4	ISS requests the striking of the maximum Retention amount for the Excess/Umbrella Liability Coverage
Additional Para.	ISS requests a cap on liability that bears a reasonable relationship to the risks involved and the annual revenue
1.2 Page 14	Contractor will not provide four standby guards with 48 hours notice.
4.1.1 Page 15	Two security officers will be scheduled for full 40 hour weeks.
4.1.2 Page 15	Contractor will not provide four standby guards with 48 hours notice.
4.1.9 Page 15	Contractor will not commit to make a minimum of one on site check per shift. Site checks will be made when a supervisor is available.
4.3.1.6 Page 16	Contractor will not be called upon to restrain individuals.
4.3.3.8 Page 17	Contractor will not be required to transport JCDC inmates. Security Officer will not be required to have a valid drivers license
4.3.4 Page 17	Without ISS prior written consent, customer will not, directly or indirectly, while this agreement is in effect and for at least on (1) year after the termination of this agreement for any reason, directly or indirectly, employ, hire, or engage any person who is or was a non-union employee agent or representative of ISS in any capacity
HEALTH INSURANCE	HEALTH INSURANCE WILL BE BILLED ON A SEPERATE INVOICE AS A MONTHLY PASS THROUGH FOR ELIGIBLE EMPLOYEES UNDER THE AFFORDABLE CARE ACT.

Name of Firm: ISS UNIGUARD SECURITY

Signature of Bidder: Douglas T. Wusha