

BILL NO. S-13-04-18

SPECIAL ORDINANCE NO. S-_____

AN ORDINANCE approving the awarding for
EXTENSION OF ITB #3511 - BUILDING
SECURITY AT CITIZENS SQUARE by the City of
Fort Wayne, Indiana, by and through its
Department of Purchasing and ISI SECURITY
INC.

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL
OF THE CITY OF FORT WAYNE, INDIANA;**

SECTION 1. That EXTENSION OF ITB #3511 - BUILDING SECURITY
AT CITIZENS SQUARE between the City of Fort Wayne, by and through its
Department of Purchasing and ISI SECURITY INC., respectfully for:

extension of the Building Security Contract at Citizens Square
through April 15, 2014;

involving a total cost of ONE HUNDRED FORTY-THREE THOUSAND, FOUR
HUNDRED AND 00/100 DOLLARS – (\$143,400.00) all as more particularly
set forth in said EXTENSION OF ITB #3511 - BUILDING SECURITY AT
CITIZENS SQUARE which is on file in the Office of the Department of
Purchasing, and is by reference incorporated herein, made a part hereof, and
is hereby in all things ratified, confirmed and approved.

SECTION 2. That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.

Council Member

APPROVED AS TO FORM AND LEGALITY

Carol Helton, City Attorney

REF. NO.:	3511
DEPT:	Property Management
DATE:	4/9/13
ITEM/SERVICE:	Building Security at Citizens Square
ADVERTISED BID:	YES
DATES ADVERTISED:	2/23/12 & 3/1/12
DATE OPENED:	3/12/12
SINGLE SOURCE:	No
NO. OF VENDORS NOTIFIED:	3
NO. OF VENDORS RECEIVING BID:	3
NO. OF VENDORS RETURNING BID:	7
NO. OF VENDORS DISQUALIFIED:	0
DATE SENT TO DEPT FOR RECOMM:	3/13/12
DATE RECOMM RECEIVED BACK:	3/15/12
DATE SENT TO LAW DEPT:	4/9/13
INTRODUCTION DATE:	4/23/13
DISCUSSION DATE:	5/7/13
PASSAGE DATE:	5/14/13



CITY OF FORT WAYNE

THOMAS C. HENRY, MAYOR

April 5, 2013

Mr. Steve Schullen
ISI Services
1116 Saint Joseph Blvd.
Fort Wayne, IN 46805
(260) 423-6650
(260) 422-6924

Dear Mr. Schullen:

Subject: ITB #3511 - Annual Requirements for Building Security at Citizens Square

The City of Fort Wayne's Purchasing Department would like to extend the above subject contract through April 15, 2014 at the existing pricing and specifications.

Please indicate your concurrence by signing below and returning this letter to my attention via fax: 260-427-1393 or email: michelle.jones@cityoffortwayne.org

If this extension is accepted, a purchase order will be issued after Councilmanic approval.

Should you have questions, please do not hesitate to contact our office at (260) 427-1103.

Sincerely,

Steve Gillette
Director of Purchasing

ISI Services, Inc.

Signature of Authorized Representative

Date

April 8, 2013

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ITB #3511- Building
Security
3/13/2012

VENDOR	AP Private Det.	American Security	G4S	VSS	ISI	Diamond	Allen Protection
Labor rate per hour	\$ 19.87	\$ 22.99	\$ 23.42	\$ 22.22	\$ 19.12	\$ 21.92	\$ 22.85
Estimated monthly cost	\$ 12,418.75	\$ 14,368.75	\$ 14,637.50	\$ 13,887.50	\$ 11,950.00	\$ 13,700.00	\$ 14,281.25

COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

Bid/RFP #	ITB #3511 EXTENSION
Awarded To	ISI SECURITY INC.
Amount	\$19.12 PER MAN-HOUR/ESTIMATED \$11,950.00 PER MONTH
Conflict of interest on file?	☒ Yes ☐ No
Number of Registrants	9
Number of Bidders	7
Required Attachments	RFPs – attach Award Matrix; Bids – attach Tab Sheet

EXTENSIONS

Date Last Bid Out	
# Extensions Granted To Date	

SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Piggyback--Authority)	
Sole Source/ Compatibility Justification	

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	☒ Yes ☐ No <i>If no, explain below</i>
If not lowest, explain	

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project, attach supporting documents as necessary.</i>	BUILDING SECURITY AT CITIZENS SQUARE

REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	

FUNDING SOURCE

<i>Account Information.</i>	0002BER3-531M



CITY OF FORT WAYNE

THOMAS C. HENRY, MAYOR

Property Management Department
200 E. Berry St., Suite 490
Fort Wayne, IN 46802
(260) 427-1457
Fax: (260) 427-1393

April 8, 2013

City Council Members
City of Fort Wayne

RE: ITB #3511 – 2013 Extension
Building Security at Citizens Square
ISI Security Inc.

Dear Council Members:

ISI Security Inc. approved an extension of the Building Security Contract for a cost of \$143,400.00 through April 15, 2014.

We are asking for City Council approval of this 2013 extension. The funds for these expenditures will be appropriated out of Fund 0002BER3-531M.

If you have any questions on the above, please feel free to contact me at 427-1457.

Sincerely,

A handwritten signature in black ink, appearing to read "Barry C. Marquart", is written over a horizontal line.

Barry C. Marquart
Property Manager – 200 E. Berry St.

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