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2 **BILL NO. S-15-11-02**

SPECIAL ORDINANCE NO. S-_____

3 **AN ORDINANCE** approving the awarding of ITB
4 #3511 - 2016 EXTENSION - BUILDING
5 SECURITY CONTRACT AT CITIZENS SQUARE
6 - (\$143,400.00) by the City of Fort Wayne,
7 Indiana, by and through its Department of
8 Purchasing and ISI SECURITY INC. for the
9 PROPERTY MANAGEMENT DEPARTMENT.

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

12 **SECTION 1.** That ITB #3511 - 2016 EXTENSION - BUILDING
13 SECURITY CONTRACT AT CITIZENS SQUARE - (\$143,400.00) between
14 the City of Fort Wayne, by and through its Department of Purchasing and ISI
15 SECURITY INC. for the PROPERTY MANAGEMENT DEPARTMENT,
16 respectfully for:

17 2016 extension of the Building Security Contract for 2016 -
18 January 1, 2016 through December 31, 2016

19 involving a total cost of ONE HUNDRED FORTY-THREE THOUSAND, FOUR
20 HUNDRED AND 00/100 DOLLARS - (\$143,400.00) all as more particularly set
21 forth in said ITB #3511 - 2016 EXTENSION - BUILDING SECURITY
22 CONTRACT AT CITIZENS SQUARE which is on file in the Office of the
23 Department of Purchasing, and is by reference incorporated herein, made a
24 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:	10/6/15
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:	10/7/15
INTRODUCTION DATE:	11/10/15
DISCUSSION DATE:	11/17/15
PASSAGE DATE:	11/24/15

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-HOURS/ESTIMATED \$11,950.00 PER MONTH
Conflict of interest on file?	☒ Yes ☐ No
Number of Registrants	
Number of Bidders	
Required Attachments	RFPs – attach Award Matrix; Bids – attach Tab Sheet

EXTENSIONS

Date Last Bid Out	3/13/2012
# Extensions Granted To Date	TWO

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>	CITIZENS SQUARE BUDGET #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

October 7, 2015

City Council Members
City of Fort Wayne

RE: ITB #3511 – 2016 Extension
Building Security at Citizens Square
ISI Security Inc.

Dear Council Members:

ISI Security Inc. approved an extension of the Building Security Contract for 2016 at an estimated annual cost of \$143,400.00.

We are asking for City Council approval of this contract from January 1, 2016 through December 31, 2016. 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", with a long horizontal line extending to the right.

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

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