

BILL NO. S-16-11-04

SPECIAL ORDINANCE NO. S-_____

AN ORDINANCE approving the awarding of ITB #4092 - BUILDING SECURITY AT CITIZENS SQUARE by the City of Fort Wayne, Indiana, by and through its Department of Purchasing and ISI SERVICES INC. for the PROPERTY MANAGEMENT DEPARTMENT.

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

SECTION 1. That ITB #4092 - BUILDING SECURITY AT CITIZENS SQUARE between the City of Fort Wayne, by and through its Department of Purchasing and ISI SERVICES INC. for the PROPERTY MANAGEMENT DEPARTMENT respectfully for:

two (2) year contract for Building Security at Citizens Square at an estimated cost of \$19.88 per man-hour/estimated \$12,450.00/per month;

involving a total two (2) year cost of TWO HUNDRED NINETY-EIGHT THOUSAND, TWO HUNDRED AND 00/100 DOLLARS - (\$298,200.00) all as more particularly set forth in said ITB #4092 - 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.

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2 **SECTION 2.** That this Ordinance shall be in full force and effect
3 from and after its passage and any and all necessary approval by the Mayor.
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6 _____
7 Council Member
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9 APPROVED AS TO FORM AND LEGALITY
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12 _____
13 Carol Helton, City Attorney
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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 #4092
Awarded To	ISI SECURITY INC
Amount	\$19.88 PER MAN-HOURS/ESTIMATED \$12,450.00 PER MONTH
Conflict of interest on file?	X Yes ☐ No
Number of Registrants	Six
Number of Bidders	Six
Required Attachments	RFPs -- attach Award Matrix; Bids -- attach Tab Sheet

EXTENSIONS

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

SPECIAL PROCUREMENT

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

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

Most Responsible, Responsive Lowest	X 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>	\$5,700.00 ESTIMATED INCREASE
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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

[illegible]



CITY OF FORT WAYNE

THOMAS G. HENRY, MAYOR

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

November 4, 2016

City Council Members
City of Fort Wayne

RE: ITB #4092
Building Security at Citizens Square
ISI Security Inc.

Dear Council Members:

On November 3, 2016 the City of Fort Wayne received six (6) bids for the Building Security Contract at Citizens Square. ISI Services Inc. had the lowest bid of \$19.88 per man-hour and meets our specifications. This amounts to an estimated cost of \$12,425.00 per month.

We are asking for City Council approval of this contract from January 1, 2017 through December 31, 2018. 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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CITIZENS SQUARE

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