

BILL NO. S-20-11-01

SPECIAL ORDINANCE NO. S-_____

AN ORDINANCE approving the 2021 EXTENSION 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 the two (2) year extension of 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 extension for the Citizens Square security contract for a cost of \$19.88 per man-hour/estimated monthly cost of \$12,425.00;

Involving an estimated annual cost of ONE HUNDRED FORTY-NINE THOUSAND FOUR HUNDRED AND 00/100 DOLLARS – (\$149,400.00) – (based on the bid rate of \$19.88 per man-hours) 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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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



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 10, 2020

City Council Members
City of Fort Wayne

RE: ITB #4092 – 2021 Extension
Building Security at Citizens Square
ISI Security Inc.

ISI Security Inc. approved an extension of the Citizens Square security contract for the next two (2) years at the estimated monthly cost of \$12,425.00 to begin January 1, 2021.

We are asking for City Council approval of this extended contract through December 2022. 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, sweeping horizontal line extending to the right.

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

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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 - EXTENSION
Awarded To	ISI SECURITY INC
Amount	\$19.88 PER MAN-HOURS/ESTIMATED \$12,450.00 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	11/3/2016
# Extensions Granted To Date	One – Ordinance S-115-18

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

August 20, 2020

Mr. Steve Schulien
ISI Services
1116 Saint Joseph Blvd.
Fort Wayne, IN 46805

Subject: ITB #4092- Annual Requirement for Building Security at Citizens Square

Dear Mr. Schulien:

The City of Fort Wayne's Purchasing Department would like to extend the above subject contract from January 1, 2021 to December 31, 2022 at the existing pricing and specifications.

Please indicate your concurrence by signing below and returning this letter via fax: (260) 427-1393 or email: michelle.jones@cityoffortwayne.org at your earliest convenience.

If this extension is accepted, a purchase order will be issued after January 1, 2021.

Should you have any questions, please do not hesitate to contact our office at (260) 427-1103. Thank you in advance for your anticipated assistance and cooperation.

Sincerely,

Steve Gillette

ISI Services

Signature of Authorized Representative

9-2-2020
Date

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