

POUDRE RIVER PUBLIC LIBRARY DISTRICT

AGENDA ITEM SUMMARY

Name of Requestor: Jean Bosch
Appearance Date: March 14, 2016
Time Required: 15 minutes
Date Decision Needed: March 14, 2016

Agenda Item:

IX. NEW BUSINESS
b. Contract for Security Services

Objective: Approve resolution to award contract for security services to G4S

Situation: In December 2015, the Library District, with the assistance of the City of Fort Collins Purchasing Office, issued a bid proposal for security services including Old Town Library, Library Park, and Webster House Administrative Center. Seven bids were received with the bid from G4S located in Aurora, CO, being the second lowest bid. Based on review of written proposals, oral interviews, and reference checks, the security services review team is recommending acceptance of G4S' bid subject to contract negotiations. Their bid of \$66,185.28 annually is slightly lower than the current contract.

Advantages: The bid process assures the Library District is contracting for these security services at a fair and competitive price. G4S being the lowest responsive and responsible bidder of the vendors selected for oral interviews is the appropriate choice as a result of the bidding process.

Disadvantages: None

Requested Action: *Approve a resolution to award the Security Services contract to G4S, for one year beginning May 1, 2016, with an option for four annual renewals, subject to contract negotiations.*

Potentially Affected Interest: Current security services contractor and other proposal bidders; Staff; Public.

Level of Public Interest and Participation: Moderate