



# City Council Report

**Date:** December 5, 2016  
**To:** City Council  
**Through:** Mike Kennington, Chief Financial Officer  
**From:** Edward Quedens, MPA, C.P.M., CPPO, Business Services Director  
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator  
**Subject:** Three-Year Term Contract for Fingerprinting Services for the Human Resources Department **(Citywide)**

## **Purpose and Recommendation**

Council is requested to approve the Term Contract for Fingerprinting Services as recommended. A committee representing the Human Resources Department and Purchasing evaluated responses.

The evaluation committee recommends awarding the contract to SecureOne, Inc. dba SecureOne Security Services at \$58,150.00 annually, based on estimated requirements.

## **Background / Discussion**

This contract will provide fingerprinting services for the City for prospective employee, volunteer, contract worker or temporary agency workers.

Staff from the Human Resources Department evaluated the proposals based on the evaluation criteria as stated in the solicitation. The highest scored proposal, SecureOne Security Services, is being recommended for award. SecureOne addressed and agreed to all the requirements of the contract. They have been in business seven years and have TSA approval/Federal extensive background/training for their employees. The evaluation committee unanimously agreed on the recommendation.

## **Alternatives**

Council may choose not to authorize the purchase and new responses will be solicited.

## **Fiscal Impact**

The annual contract amount is cumulatively available through the Department's operating budgets using fingerprinting services.

## **Coordinated With**

Human Resources and Purchasing

## **PURCHASING INFORMATION**

Action: Initial Award

Procurement Type: Request for Proposals

Solicitation Number: 2017067

Vendors Registered: ProcureAZ (75) and Vendor Self Service (14)

Advertising: Arizona Republic, Bid Net, ProcureAZ and Purchasing Website

Downloads: 22

Responses: 2 Contractor Responses (4 Proposals) and 1 Non Responsive

Local Consideration: Policy did not apply to this procurement (services)

Protests Received: None

Initial Contract Term: Three years

Possible Renewals: Two, one-year renewals subject to future Council consideration

Prices: Future price increases are capped by the Consumer Price Index

Pricing Available to Other Cooperative Agencies: Yes

## **Proposals received October 31, 2016**

Arizona Livescan, LLC – Option A - Phoenix, AZ

Arizona Livescan, LLC – Option B - Phoenix, AZ

Arizona Livescan, LLC – Option C - Phoenix, AZ

SecureOne, Inc. dba SecureOne Security Services - Crestwood, IL

Community Wellness & Safety of Arizona – Gilbert, AZ

Non-Responsive (Respondent did not use current/correct solicitation document for response submittal and as a result did not include pricing for line items on the Pricing and Compensation page.)

## **Proposal Scoring Results**

Evaluation Criteria / Points Possible	SecureOne Security (Recommended)	Arizona LiveScan Option A	Arizona LiveScan Option B	Arizona LiveScan Option C
Firm's Proposed Solution / 600	580	250	250	200
Firm's Qualifications & Experience / 300	280	210	210	210
Firm's Proposed Pricing / 100	100	79.47	46.52	46.52
Total / 1,000	<u>960</u>	539.47	506.52	506.52

**AWARD RECOMMENDATION**  
***SecureOne, Inc. dba SecureOne Security Services***  
**Crestwood, IL**

Description
<p>Fingerprinting Services per Agreement No. 2017067; Exhibits – Scope of Work/Technical Specifications, Pricing, Mesa Standard Terms and Conditions; Other Exhibits; Solicitation including any addenda; and Contractor Response</p> <p style="text-align: center;"><b>Annual Contract Amount: <u>\$58,150.00</u></b></p>