



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: General Services
Department No.: 063
For Agenda Of: August 30, 2016
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: General Services Matthew P. Pontes, Director, 560-1011
Contact Info: Janette Pell, Assistant Director, 568-3096

SUBJECT: Triumph Protection Group Agreement – Countywide Security

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute a service contract with Triumph Protection Group in the amount of \$350,000.00. This will provide countywide security services for a period of twenty-two (22) months to begin September 1, 2016 and end June 30, 2018; and
- b) Determine that the proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQ Guidelines Section 15301, as it involves the maintenance of existing public structures that will result in no or negligible expansion of existing use, and approve the filing of the attached Notice of Exemption on that basis.

Summary Text:

In May 2016, General Services went out to bid and five companies were contacted. Of the five companies, three returned bids and Triumph Protection Group's response provided the best value to the County.

General Services has verified the Department of Industrial Registration Number, all insurance is current, and the company is ready to begin service on the contracted date of September 1, 2016. Therefore, General Services is recommending the contract be awarded to Triumph Protection Group.

For security purposes, Exhibit A1 Service Locations has not been included for this item.

Background:

The Agreement with Triumph Protection Group will provide security services for ten downtown Santa Barbara facilities, special events at the Santa Barbara and Lompoc Veterans Memorial Buildings, and Public Health facilities located at 345 Camino del Remedio. These locations currently receive security services, and this contract allows for County departments to use this contract for additional services as needed.

Competitively bid, consolidated agreements with vendors will now provide consistent terms and conditions instead of numerous purchase orders and Board contracts. These agreements will also more accurately reflect the procurement of services that may exceed \$100,000 in total for each fiscal year. The consolidation of contracts is intended to streamline the procurement process for small projects within Departments, improve the transparency of contracts with vendors that exceed \$100,000, and reduce the redundancy of effort in taking several separate items to the Board or processing multiple purchase orders.

Performance Measure:

As this is a new vendor, performance will be closely monitored to ensure adherence to Section 7 Standard of Performance in the Agreement for Services of Independent Contractor. General Services will be monitoring responsiveness to requests, on time arrival and ability to appropriately address situations.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>FY 16-17 Cost</u>	<u>FY 17-18 Cost</u>	<u>Total One-Time Project Cost</u>
General Fund	\$ 160,000.00	\$ 190,000.00	
State			
Federal			
Fees			
Other:			
Total	\$ 160,000.00	\$ 190,000.00	\$ -

Key Contract Risks:

The County has not had a previous contractual relationship with this vendor but believe, based on their bid, they will be able to meet the County’s service needs.

Staffing Impacts: None.

Special Instructions:

Please send one (1) fully executed duplicate original of the Agreement and a Minute Order to Traci Lothery, General Services Facilities

Attachments:

1. Agreement with Triumph Protection Group (One original and one duplicate original)
2. Notice of Exemption (CEQA)

Authored by:

Traci Lothery, Department Business Specialist II, General Services