

Date: May 17, 2007



TO: Board Members – Vancouver Park Board
FROM: General Manager – Parks and Recreation
SUBJECT: Integrated Security Services Contract

RECOMMENDATION

THAT the Park Board join with the City to award a contract for security services to Concord Security to be phased in over a period of five years beginning June 2007.

POLICY

Contracts over \$300,000 are awarded by the Board.

BACKGROUND

City of Vancouver Security Services and Park Board staff have consolidated all City security services under one contract and have conducted a joint tendering process. This initiative arose out of concern that security guard services would be more difficult to obtain as we move closer to the Olympics. Following endorsement by the City Management Team and approval from Council, the City has entered into a five (5) year contract with Concord Security Corporation for the supply of these services. This new contract extends to all City departments and Boards, including the Park Board under the shared services arrangement, and allows the City/Board to leverage its buying power in order to reduce expenditures, improve service delivery and ensure service continuity up to and beyond 2010.

Concord Security will act as “prime contractor” on this agreement and has entered into partnerships with a number of suppliers in the field of security services to ensure that the City’s requirements are effectively met through one source.

DISCUSSION

Under the shared services arrangement with the City, staff is recommending that the Board join the security services contract in stages as follows: locksmith services at the beginning of the contract on June 1, 2007 since we do not have a pre-existing contract; alarm system maintenance and repair after our current agreement expires on January 1, 2008; and security guard services when our current agreement expires on January 1, 2009.

Once all security contracts have been phased in, the Park Board should benefit from a continuity of services through one provider, as well as uninterrupted service throughout the 2010 Olympics and beyond. Guaranteed pricing over a five (5) year period will allow the Park Board to budget appropriately, knowing that prices are pre-set for this entire contract term. The Park Board will also benefit from reduced administration costs from having one point of contact for all services listed. Any additional costs associated with this new contract will be submitted as a budget request to the City.

Security service costs for 2006 were: \$408,533 for security guards; \$5,596 for Locksmith services; and \$28,125 for alarm system maintenance and repair. Except for the underlined figures, the following table outlines the estimated costs of services under the new contract:

	Year 1 2007	Year 2 2008	Year 3 2009	Year 4 2010	Year 5 2011
Security Guards	<u>428,959</u>	<u>450,406</u>	490,120	501,430	501,430
Locksmith Services	7,387	7,442	7,498	7,610	7,666
Alarm System Maintenance & Repair	<u>28,125</u>	32,724	33,269	33,814	34,360

*Underlined figures represent costs from current contractors before migration to new contract.

The above figures include labour only, as parts pricing and other miscellaneous costs were not solicited in the Request For Proposal. Various other services and products included on the contract, including safes, CCTV systems, access control systems, are purchased on an as-needed basis and future costs are difficult to estimate.

SUMMARY

The new contract with Concord Security will be approximately a 17% increase in security costs. To benefit from a continuity of services through one provider, as well as uninterrupted service throughout the 2010 Olympics and beyond, staff recommend that the Park Board join with the City and award a contract for security services to Concord Security to be phased-in over a period of five years.

Prepared by:

Corporate Services
Vancouver Board of Parks and Recreation
Vancouver, BC