



### COMMISSION PACKAGE

**ACTION REQUESTED:**

**Purpose of this Commission Package** is to request approval to award Contract No. 16639 for Professional Security Guard Services to Watkins Security Agency, Inc., for a one (1) year Base Term and four (4) one-year Option Terms if exercised by the Commission. The contract has a Base Term Not to Exceed (NTE) amount of \$1,137,388.20, and an Aggregate Option Term NTE amount of \$4,805,587.80. The total contract amount to be approved is \$5,942,976.00.

**Basis of Award:** This solicitation is being awarded to the lowest, responsible and responsive bidder.

**PROJECT OVERVIEW:**

The scope of this contract includes armed and unarmed professional security guard services at various Commission facilities located in Montgomery and Prince George's County.

**CONTRACT DATA:**

<b>CONTRACT NO.:</b>	16639	<b>CUMULATIVE CONTRACT AMOUNT:</b>	\$5,942,976.00
<b>CONTRACT TERM:</b>	5 YRS.	<b>CONTRACT TYPE:</b>	PROFESSIONAL SERVICES
<b>PROCUREMENT TYPE:</b>	IFB	<b>OPTION TERM:</b>	4, ONE-YEAR OPTIONS
<b>PROJECT LOCATION:</b>	<input checked="" type="checkbox"/> MONTGOMERY COUNTY <input checked="" type="checkbox"/> PRINCE GEORGE'S COUNTY <input type="checkbox"/> BOTH	<b>OSDI CONCURRENCE:</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

**AWARDEE INFORMATION.:**

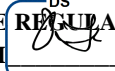
<b>AWARDEE:</b>	WATKINS SECURITY AGENCY, INC.
<b>CONTRACT AMOUNT:</b>	\$5,942,976.00
<b>PAST PERFORMANCE:</b>	<input checked="" type="checkbox"/> SATISFACTORY <input type="checkbox"/> NO PAST PERFORMANCE

**MBE/SLBE REQUIREMENT: 15.00%**

AFRICAN AMERICAN       ASIAN AMERICAN       NATIVE AMERICAN  
 HISPANIC AMERICAN       WOMEN OWNED       WSSC-SLBE APPROVED

SUBCONTRACTORS (OSDI APPROVED SUBCONTRACTING PLAN)	PROFFERED PERCENTAGE	CLASSIFICATION	SUMMARY OF SERVICES
Bradley Technologies Inc. t/a BTI Security	15.00 %	MBE	Supply uniformed armed and/or unarmed security guard service.

**STATEMENT OF DETERMINATION AND FINDINGS**


**BASED UPON A THOROUGH REVIEW AND ANALYSIS OF THE CONTRACTOR'S PROPOSAL AND ALL OTHER SUPPORTING DOCUMENTATION SUBMITTED BY THE CONTRACTOR, AND IN CONJUNCTION WITH THE DUE DILIGENCE PERFORMED BY THE PROCUREMENT OFFICE, I CERTIFY THAT THE AWARD OF CONTRACT NO. 16639 IS RELEVANT, FAIR AND REASONABLE, AND IN THE BEST INTEREST OF THE COMMISSION. TO THE BEST OF MY KNOWLEDGE AND BELIEF ALL APPLICABLE REGULATORY AND STATUTORY PROVISIONS WERE ADHERED TO WHEN DETERMINING AWARD. OLU FAWEHINMI  BUYER INITIALS.**

**Legal Form and Sufficiency Review**

This contract has been reviewed and approved for legal form and sufficiency by the General Counsel's Office:

DocuSigned by:



  
General Counsel's Office

Or

The Procurement Office has notified the General Counsel's office that this is a standard form contract previously approved for legal form and sufficiency by the General Counsel's Office and there are no deviations from the standard form:

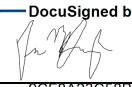
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General Counsel's Office

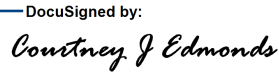



<b>SOLICITATION:</b>	16639	<b>DATE:</b> <b>TIME:</b> <b>LOCATION:</b>	12/10/2020 11:59:00 PM Online Discussion
<b>Title:</b>	Professional Security Guard Services		
<b>ESTIMATE</b>		<b>RECORDED BY:</b>	Oluwaseun Fawehinmi


	<b>NAME OF BIDDER</b>	<b>BID AMOUNT</b>
1.	Watkins Security Agency, Inc	\$5,942,976.00
2.	CSI Corporation of DC	\$6,314,288.50
3.	Phoenix Protective Solutions, LLC	\$7,146,587.50
4.	Stay Alert Security Services, LLC	\$10,520,900.00
5.	IJC Systems, Inc	\$38,336,870.00


**COMMITTEE REVIEW & APPROVAL**

DocuSigned by:  /  
 Mar 4, 2021 | 11:18 AM EST  
 \_\_\_\_\_  
**David McDonough**  
**Police & Homeland Security**  
**Director**  
**Date**

DocuSigned by:  /  
 Mar 4, 2021 | 2:23 PM EST  
 \_\_\_\_\_  
**Courtney J. Edmonds**  
**OSDI Director**  
**Date**

DocuSigned by:  /  
 Mar 4, 2021 | 2:44 PM EST  
 \_\_\_\_\_  
**Capricia Poole-Williams**  
**Chief Procurement Officer**  
**Date**

DocuSigned by:  /  
 Mar 4, 2021 | 2:50 PM EST  
 \_\_\_\_\_  
**James A. Price, Jr.**  
**Deputy GM for Operations**  
**Date**

DocuSigned by:  /  
 Mar 4, 2021 | 3:51 PM EST  
 \_\_\_\_\_  
**Carla A. Reid**  
**General Manager/CEO**  
**Date**

- This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action.
- This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action with the following stipulations:

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\_\_\_\_\_

- This is to certify that the Washington Suburban Sanitary Commission on this date voted not to approve the above action.

/

\_\_\_\_\_ / \_\_\_\_\_  
**COMMISSION** **Date**



## Memorandum

February 26, 2021

To: Commissioners

Thru: Carla A. Reid  
General Manager/CEO DS  
CR

Thru: Joseph F. Beach  
Deputy General Manager for Administration DS  
JFB

From: Courtney J. Edmonds, Director  
Office of Supplier Diversity & Inclusion DS  
CJE

Subject: (Revised) Review of Request for Award of Contract No. 16639 Professional Security Guard Services

The Office of Supplier Diversity & Inclusion ("OSDI") has reviewed the request for Award of Contract No. 16639 Professional Security Guard Services. In accordance with MBE Program Regulation (WSSC Water Code of Regulations Chapter 6.30) and SLBE Program Regulation (WSSC Water Code of Regulations Chapter 6.35), this solicitation was advertised with a 15.00% Minority Business Enterprise and Small Local Business Enterprise (MBE/SLBE) subcontracting requirement that can only be satisfied by WSSC Water-Approved SLBEs (SLBE only or SLBE-SDVs) and the following qualified and certified-MBE firms: African American, Asian American, Native American and Female/Women-Owned.

This Solicitation was advertised in WSSC Water's Supplier Portal System and through the Commission's normal procurement process. Ninety-seven (97) firms were notified, forty-five (45) firms downloaded the solicitation and five (5) bids were received. Four (4) bids were deemed non-responsive by the Procurement Office.

Watkins Security Agency, Inc., a certified-MBE firm (CRMSDC #CR22606, African American Female/Women-Owned) located in Baltimore, Maryland, has been recommended for Award by the Procurement Office. The contract has a base term of one year with four (4) one-year option terms. The contract value for the base term is \$1,137,388.20.

Listed below is the OSDI determination of the most responsive and responsible bidder deemed by the Procurement Office:

Prime/Bidder	Responsive to OSDI Solicitation Requirements	Subcontractors	Proffered Percentage	Summary of Services	Plan Validated
Watkins Security Agency, Inc (CRMSDC #CR22606, African American Female/Women-Owned) Baltimore, Maryland  Contract Value: \$1,137,388.20  Total MBE Subcontracting: 15.00% (\$170,608.23)	Yes	Bradley Technologies, Inc. t/a BTI Security (MDOT #03-545, African American) Rockville, Maryland	15.00% (MBE)	Supply uniformed armed and/or unarmed security guard service	Yes

The OSDI concurs with the Award of Contract No. 16639 Professional Security Guard Services to Watkins Security Agency, Inc.

Should you require any additional assistance, please contact the Office of Supplier Diversity & Inclusion at 301-206-8800.

CJE/ns  
cc: Procurement Office