

**DEPARTMENT OF ADMINISTRATION
PROCUREMENT DIVISION
RECOMMENDATION OF AWARD**

TO: Kathy Harrington

FROM: Melissa Vargo

DATE: 07/17/2008

EST. AMOUNT: \$100,625.00

REQ:

OVER 10% OF ESTIMATE

YES: ___ NO: X ___

AGENCY: Department of Revenue

DESCRIPTION: Armed Security Guard Services

TOTAL NUMBER OF SOLICITED VENDORS: 132

TOTAL NUMBER OF INDIANA FIRMS SOLICITED: 74

TOTAL NUMBER OF MINORITY & WOMAN VENDORS SOLICITED: MBE_6_ WBE_6_

SMALL BUSINESS SET-A-SIDE: N/A

RECYCLED PRODUCTS SOLICITED: N/A

SECRETARY OF STATE: Protection Plus is registered.

SAVING AMOUNT OF SPLIT: N/A

MINORITY BUSINESS PARTICIPATION: Y If yes, percentage(s) 4% award amount: \$ 2,737.00

WOMAN-OWNED BUSINESS PARTICIPATION: ___ If yes, percentage(s) ___ award amount: \$ ___

QUOTE/BIDS WERE RECEIVED FROM THE FOLLOWING VENDORS:

<u>VENDOR</u>	<u>AMOUNT</u>	<u>INDIANA FIRM</u>	<u>PREFERENCE CLAIMED</u>	<u>BUY AMERICAN</u>	<u>EVAL. AMOUNT</u>	<u># OF NO BIDS</u>
1. Protection Plus	\$68,425.00	Y	ISBP 15%	N	\$58,161.50	0 of 2
2. Allstate Security Inc	\$71,800.00	Y	IB 5%	N	\$68,210.00	1 of 2
3. National Alliance Security Agency	\$74,784.50	N	None	N	\$74,784.50	0 of 2
4. Advance Tactics Security Inc	\$95,837.50	Y	ISBP 15%	N	\$80,750.00	0 of 2
5. Citiwide Protective Services Corp	\$96,675.00	Y	ISBP 15%	N	\$82,173.75	0 of 2
6. Xcel Technical Services LLC	\$100,000.00	Y	None	N	\$100,000.00	1 of 2

Specifications: Specifications were satisfactory.

Delays: N/A

Preferences: Protection Plus, Advance Tactics Security Inc and Citiwide Protective Services Corp claimed Indiana Small Business Preference. Citiwide claimed Indiana Small Business Preference & Indiana Business Preference. They can only claim one price preference. I contacted them and they selected Indiana Small Business Preference. Advance Tactics also claimed both Indiana Small Business Preference & Indiana Business Preference. I contacted them, with no response I gave them the Indiana Small Business Preference. This did not affect the award. Allstate Security Inc claimed Indiana Business Preference.

Recommendation Narrative:

Protection Plus was the lowest responsive bidder meeting specifications. Allstate Security Inc was the second lowest responsive bidder meeting specifications. Allstate did not bid on the second line item for 25 hours of overtime. I contacted them to make sure they saw line item 2 on the quote package. National Alliance Security Agency was the third lowest responsive bidder meeting specifications. Citiwide Protective Services Corp was the fourth lowest responsive bidder meeting specifications. Xcel Technical Services LLC was the fifth lowest responsive bidder meeting specifications. They did not bid on the 2nd line item. I contacted them and the price is the same as line item #1. I recommend Protection Plus for the award.

Fair & Reasonable Pricing: Pricing is fair and reasonable based on open competition


Split Award: N/A

Sole Source: NA

Award Recommendation:

<u>VENDOR</u>	<u>ITEMS</u>	<u>AMOUNT</u>
Protection Plus	All	\$68,425.00
	TOTAL	\$68,425.00


Procuring Agent/Procurement Division/Date


Approval/Date
07-21-08