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SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



FROM: Waste Management

SUBMITTAL DATE: May 6, 2003


SUBJECT: APPROVAL OF A PERSONAL SERVICE AGREEMENT WITH LOWEST BID, SENTRY PROTECTION SERVICES FOR UNARMED GUARD SERVICES FOR WASTE MANAGEMENT

RECOMMENDED MOTION: That the Board of Supervisors:

1. Pursuant to the applicable California Code, Ordinance No. 459.4, that the Board of Supervisors approve of the independent contractor agreement with Sentry Protection Services, and;
2. Authorize the Purchasing Agent to execute the agreement on behalf of the County and exercise the option to renew annually for up to two (2) additional one-year periods, and;
3. Approve the annual amount of \$195,000.

**BACKGROUND:** Purchasing issued a formal Request for Proposal (RFP) in January 2003 for unarmed security guard services for the Waste Management Facility and two landfills, Badlands and Lambs Canyon. Solicitations were sent to 35 vendors and advertised on the Internet. Nine responses were received. Representatives from Waste Management and Purchasing evaluated all proposals and recommend that the local vendor, Sentry Protection receive the award. Sentry Protection Services, (Riverside, CA), was selected as the lowest responsive/responsible vendor for an annual cost of \$195,000. Sentry Protection Services provided a proposal that met the necessary requirements mandatory for unarmed guard services. Guard services are required to ensure public safety and loss of equipment at the landfills.

(Continued on Page 2)

BY   
 JOE McCANN  
 General Manager-Chief Engineer

  
 ROBERT J. HOWDYSELL, Director  
 Purchasing and Fleet Services

**FINANCIAL DATA:**

CURRENT YEAR COST: \$ -0-  
 NET COUNTY COST: -0-

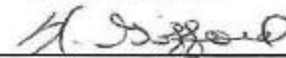
ANNUAL COST: \$195,000  
 IN CURRENT YEAR BUDGET: YES/NO  
 BUDGET ADJUSTMENT: YES/NO FOR FY: 03/04

SOURCE OF FUNDS: Waste Management Enterprise Fund 40200

C.E.O. RECOMMENDATION:

**APPROVE**

County Executive Officer Signature



FORM APPROVED  
COUNTY COUNSEL

MAY 21 2003

Policy  
 Policy

Consent  
 Consent

Department Recommendation:  
Per Executive Office:

Prev. Agn. ref.  
NONE

Dist.  
ALL

AGENDA NO.

12.3

**Board of Supervisors**

**Form 11: APPROVAL OF A PERSONAL SERVICE AGREEMENT WITH LOWEST BID, SENTRY PROTECTION SERVICES FOR UNARMED GUARD SERVICES FOR WASTE MANAGEMNT**

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**PRICE REASONABLENESS:** The lowest responsive/responsible vendor was selected based on the competitive bids received and vendor qualifications.

## Form 11 Attachment Contract/Lease/Purchase Summary Data

Contract	Lease	Purchase
Approval/Renewal	Approval/Renewal	Sole Source
Sole Source	Multi-Year Lease	Other Than Low Bid
X Personal Services	Equipment	Change Order
Independent Contractor	Real Property	Other than low Bid
Change Order		

<b>User Department:</b>	<b>Waste Management</b>
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<b>Vendor/Lessor Name:</b>	<b>Sentry Protection Services</b>
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<b>Vendor/Lessor Location:</b>	<b>Riverside, CA</b>
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Selection Committee Member Names (RFP's Only)

Minority Status:  M  W  DV  None

Local Preferences Applied:  Yes  No  
 Effected Award?  Yes  No

**Applicable Board Policy # California Code 459.4**

**Comments:**

**RFQ/RFP Process:**

Date Mailed: 1/24/03

**Response Date: 2/18/03**

# of Responses: 9

# of Qualified Responses: 8

**Bidding Process:**

Bid Range: \$ 195,000 To: \$ 246,435

**Local Bid Range: \$ 195,000 To: \$ 208,852**

Responsive and

Responsible Bid Range: \$ 195,000 To: \$ 246,435

Local Preference Award Cost \$

Local Preference FYTD: Cost \$

**Contract/Lease Renewals Only**

**Proposed Differences**

Existing Agreement Items

Proposed Agreement Items

1. Rates
2. Terms
3. Conditions
4. Legal Issues
5. Accountability
6. Other

(Continue on blank sheet, if necessary)