




**CITY OF DANIA BEACH
COMMUNITY DEVELOPMENT DEPARTMENT
STAFF REPORT**

DATE: September 10, 2013

TO: Robert Baldwin, City Manager

FROM: Marc LaFerrier, AICP, Director 

SUBJECT: Continue security staffing services for various city facilities and locations.

The City Commission previously approved the purchase of security services without competitive bidding from Professional Security and Investigations Company relating to security services for various facilities and locations throughout the city.

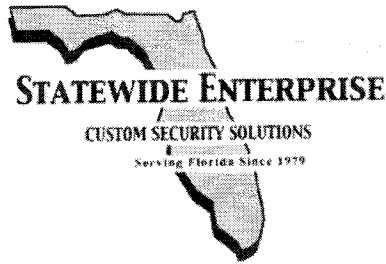
Due to the continued vacancy of the BSO Park Ranger, it is necessary to extend the security services provided by Professional Security and Investigations Company through September 30, 2013. The additional services will not exceed \$10,000, increasing the total cost for fiscal year 2012-2013 to \$45,000. The funding for the increase for services will be provided by a transfer from the Parking Fund Contingency account #404-45-02-545-99-10 to the Parking Fund account #404-45-03-545-46-40.

Bid specifications are being developed for competitive bidding for security services at City Hall. Staff is anticipating receiving bids and submitting to the City Commission for consideration by the end of October 2013.

STAFF RECOMMENDATION

Approve.

233 North Federal Highway
Suite 47 • P.O. Box 246
Dania Beach, Florida 33004



Broward/Dade: (954) 923-8900
Fax: (954) 923-0683
info@securitystatewide.com

December 29, 2011

City of Dania Beach
100 West Dania Beach Blvd.
Dania Beach, FL 33004

Attention: Colin Donnelly

Re: Courtesy Officer Proposal
City of Dania Beach – City Hall Property

Dear Mr. Donnelly:

In compliance with your request we are submitting a proposal to provide an unarmed Courtesy Officer for your review.

All Management directions provided to Statewide Enterprises will be reduced to written instructions that will be referred to as post orders. These post orders, after review and approval by the City of Dania Beach, will become the on site operational procedures.

In addition to incorporating all procedures into the Courtesy Officers job requirements, special emphasis will be placed on public relations and the City of Dania Beach image.

The management at Statewide Enterprises will strive to promote and maintain the type of professional image that is deserving of the City of Dania Beach. One of our primary goals in the security industry is to project a more professional image. In working to achieve these goals for ourselves, we will also be accomplishing and maintaining these same standards for the City of Dania Beach.

Our staff and management devote a large portion of their time and energy towards attracting and keeping a higher caliber of personnel. As a progressive firm, we realize that our company is only as good as our end product – the Courtesy Officer.

“Customized Security to Fit Your Needs”

Security Officers • Security Cameras • Investigations • Access Systems

We start our Courtesy Officers at a scale higher than most other firms and offer a more progressive promotional scale. Since promotions are made from within the ranks, we can offer more diversified advancement.

Statewide Enterprises can provide you with a fully trained, professional, unarmed, Courtesy Officer for the rate of **\$15.50** per hour and a cell phone will be provided for the City of Dania Beach for emergency communications.

Statewide Enterprises can provide you with a golf cart at a cost of \$210.00 per month.

Statewide Enterprises can offer you a computerized Security Checkpoint System at no cost. The system will be installed and operated by our staff to monitor the movement of the Roving Courtesy Officer.

Statewide has a professional, fully trained surveillance camera company that is capable of full surveillance camera installations, upgrading & maintaining existing camera systems, and preventative maintenance programs at a reasonable cost.

Additionally we recommend a security survey be conducted by an outside agency or the local police department.

Statewide Enterprises is confident that through our rigid hiring and training requirements combined with higher pay scales and benefits we will be able to provide the City of Dania Beach with an upscale program for a trial period of 30 days with no contract. Upon completion of this trial period a written/signed contract for Courtesy Officer Services shall go into effect.

In addition, attached please find the security and vulnerability assessment of observations and security recommendations which was observed while conducting a walk through of the City of Dania Beach City Hall facility.

Statewide would like to take this opportunity to thank you for considering our company and once again we look forward to working with you to provide courtesy officer services for the City of Dania Beach.

We are available, at your convenience, to meet with you to solidify our agreement. Please feel free to contact me at (954) 923-8900.

Sincerely,



Crady Baker,
General Manager

SECURITY AND VULNERABILITY ASSESSMENT SURVEY LOCATED AT THE CITY OF DANIA BEACH CITY HALL FACILITY

SECURITY OBSERVATIONS IDENTIFIED

Unsecured meter rooms and access gates to areas of concern.

Numerous homeless people and vagrants loitering on the property.

Unsecured garbage dumpster containment areas.

Emergency Fire extinguisher containment boxes opened and extinguishers discharged.

Fire Department emergency Knox box vandalized and the property access key is missing.

Observed vandalism and graffiti located in the parking garage stairwells, elevator cars, on informational signs and numerous levels of the parking areas.

Several unsecured electrical outlet boxes with damaged access covers located on the exterior on the library building.

Unsecured electrical breakers located in the parking garage which controls area lighting and the circular fountain display.

Unauthorized vehicles parked in various locations on all levels of the parking garage facility.

SECURITY RECOMMENDATIONS

A roving courtesy officer with a golf cart to patrol the parking garage and City Hall facilities during the evening hours.

Controlled parking in a designated area for all city vehicles located in the garage area.

Posted signs stating the parking garage hours of operation, rules, regulations and vehicle towing policies to be enforced by the courtesy officer.

Unauthorized vehicles are to be tagged with a warning sticker prior to being towed.

Authorized vehicles to be issued a parking decal or placard.

Install a retractable isolation cable on the second floor ramp of the parking garage with a sign stating this area closed. This will assist in controlled parking.

Issue trespassing warnings documented with the Broward Sheriffs Department to unauthorized individuals on the property.

RESOLUTION NO. 2013-040

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DANIA BEACH, FLORIDA, AUTHORIZING THE CITY MANAGER TO PURCHASE SECURITY STAFFING SERVICES FOR VARIOUS CITY FACILITIES AND LOCATIONS FROM PROFESSIONAL SECURITY & INVESTIGATIONS COMPANY IN AN AMOUNT NOT TO EXCEED THIRTY-FIVE THOUSAND DOLLARS (\$35,000.00) FOR THE FISCAL YEAR 2012-2013, WITHOUT COMPETITIVE BIDDING AND WITHOUT ADVERTISEMENT FOR BIDS; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Charter of the City of Dania Beach, Part III, Article 3, Section 4, Subsection (j), authorizes the City Manager to purchase supplies, services, equipment and materials for the city government in amounts in excess of the established monetary threshold without competitive bidding and without advertisement for bids if he is authorized to do so in advance by a resolution adopted by the city commission; and

WHEREAS, the Dania Beach Code of Ordinances, Chapter 2, Article 1, Section 2-10, "Monetary thresholds for certain purchases and payment disbursement authorizations", Subsection (a), sets the monetary threshold or limitation at \$25,000.00; and

WHEREAS, the City Manager has determined that it is necessary to perform security service functions at various City facilities and locations for a temporary period of time while awaiting permanent contractual staffing from the Broward Sheriff's Office; and

WHEREAS, throughout the fiscal year, the City Administration has determined that temporary security service costs will be incurred in excess of the \$25,000.00 fiscal year purchasing total while awaiting contractual security staffing by the Broward Sheriff's Office;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DANIA BEACH, FLORIDA:

Section 1. That the City Manager is authorized to pay an amount not to exceed Thirty-Five Thousand Dollars (\$35,000.00) during the current fiscal year 2012-2013 for contractual security services from Professional Security and Investigations Company using pricing obtained and approved from verbal pricing quotations from at least three firms and without the use of competitive bidding.

Section 2. That funding for these costs was planned and is available from the Parking Fund for these security contracting expenditures.

Section 3. That all resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of such conflict.

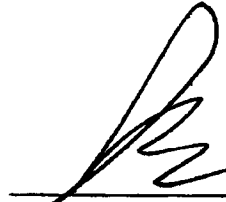
Section 4. That this Resolution shall be in force and take effective immediately.

PASSED and ADOPTED on April 9, 2013.

ATTEST:

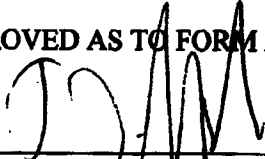


LOUISE STILSON, CMC
CITY CLERK



WALTER B. DUKE, III
MAYOR

APPROVED AS TO FORM AND CORRECTNESS:



THOMAS J. ANSBRO
CITY ATTORNEY

