

Steven Goodkind, P.E.
Director of Public Works

Patrick Buteau
*Assistant Director
Parking & Fleet Services*



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MEMORANDUM

To: Board of Finance and City Council
From: Patrick Buteau, Asst. Director DPW
Date: June 05, 2013
Subject: Security Services for Downtown Parking Garages.

A handwritten signature in black ink, appearing to be "PB", is written over the "From:" line of the memorandum.

The Department of Public Works Traffic Division solicited bids for providing after hour uniformed Security Services at the Downtown Parking Garages for fiscal year 2014 which were due May 31, 2013.

Four bids were received and the results posted to the attached Matrix.

Based on the responses, Staff recommends the City award the Security Services contract to the low bidder; Green Mountain Concert Services at an hourly price of \$23.00 which includes a \$1.00 per hour vehicle fee. Over the anticipated use per year, Green Mountain Concert Services is \$6,812 cheaper than the second place bidder and \$9,526.5 cheaper than the existing provider, Hunter North Associates.

Award is contingent of receipt of required certificate of insurances.

We anticipate the new provider to begin work at the beginning of the new fiscal year July 01, 2013.

**Burlington DPW Traffic Division
Security Services Bid Opening May 31, 2013 @ 1:00 pm**

Vendor	Hourly Rate	Vehicle Hourly Rate	Holiday Rate	Liveable Wage Certification	Outsourcing Ordinance	Total Cost Annually
Censor Security 3520 reg/130 holiday 60 hours extra guard	\$23.75 \$83,600.00 \$1,425.00	\$2.50 \$912.50	\$34.00 \$4,420.00	yes	yes	\$90,357.50
Green Mt.concert Services 3520 reg/130 holiday 60 hours extra guard	\$22.00 \$77,440.00 \$1,320.00	\$1.00 \$365.00	\$34.00 \$4,420.00	yes	yes	\$83,545.00
Hunter North Associates 3520 reg/130 holiday 60 hours extra guard	\$24.50 \$86,240.00 \$1,470.00	\$1.60 \$584.00	\$36.75 \$4,777.50	yes	yes	\$93,071.50
Deter Security Inc. 3520 reg/130 holiday 60 hours extra guard	\$27.95 \$98,384.00 \$1,677.00	\$2.00 \$730.00	\$36.35 \$4,725.50	yes	yes	\$105,516.50

Councilors
Shannon, Bushor, Knodell,
Aubin: Bd. of Finance

AUTHORIZATION TO EXECUTE CONTRACT FOR DOWNTOWN PARKING GARAGES
SECURITY SERVICES TO GREEN MOUNTAIN CONCERT SERVICES

In the year Two Thousand Thirteen.....
Resolved by the City Council of the City of Burlington, as follows:

That WHEREAS, the Department of Public Works (DPW) manages the three City-owned
downtown parking garages: Marketplace Garage, College St. Garage and Lakeview Garage; and

WHEREAS, the proper management of these facilities requires the provision of security
services to ensure public safety and wellbeing; and

WHEREAS, DPW issued a public Request for Quotations (Proposals) soliciting
proposals for the provision of security services, received four qualified bids at its bid opening on
May 31, 2013, and based on the bids determined that the low bidder, Green Mountain Concert
Services, with a bid of \$83,545.00, should be recommended to be offered the contract; and

WHEREAS, the Department of Public Works presented this project to the Finance Board
at its meeting on June 17, 2012 and the Board reviewed and unanimously recommended
approval by the City Council of the acceptance of the bidder and the offer of a contract for
security services with Green Mountain Concert Services based on the terms of the request for
quotations and this bidder’s proposal;

NOW, THEREFORE, BE IT RESOLVED that, Department of Public Works Director
Steve Goodkind, is hereby authorized on behalf of the City to execute a contract for downtown
garage security services with Green Mountain Concert Services based on the terms of the request

for quotations, the bidder's proposal, and other terms and conditions required by the City Attorney, the subject to the prior review and approval of the City Attorney.