



MARION COUNTY BOARD OF COMMISSIONERS

Board Session Agenda Review Form

Meeting date: June 5, 2019

Department: Health Agenda Planning Date: May 30, 2019 Time required: 10

Audio/Visual aids

Contact: Jeremiah Elliott, Sr. Administrative Services Manager Phone: 503-588-5405

Department Head Signature: [Signature]

TITLE: Advanced Security, Inc. Amendment Three

Issue, Description & Background: Contractor provides unarmed security and vehicular patrol services for various County locations to ensure the safety of County clients and staff. Amendment 3 adds and revises duties at additional sites, including 24/7 at the Psychiatric Crisis Center. Amendment 3 extends term to June 30, 2021, and adds additional compensation for term extension.

Financial Impacts: Advanced Security, Inc. FY2017-2019 contract total is \$360,000. Payments for vehicular patrols will be compensated at \$985 per month. Walking patrols will be compensated at \$21.84 per hour, up to but not in excess of 167 hours per week. Amendment 3 adds additional funds for FY 2019-21 in the amount of \$330,000, and the not to exceed value of the agreement will be \$690,000.00

Impacts to Department & External Agencies: The Health and Human Services Department anticipates no impact on other departments.

Options for Consideration: 1. Approve Advanced Security, Inc. HE-1585-17 Amendment 3 2. Deny approval of Advanced Security, Inc. HE-1585-17 Amendment 3 3. Take no action at this time.

Recommendation: The Health and Human Services Department recommends approval of Advanced Security, Inc. HE-1585-17 Amendment 3

List of attachments: Advanced Security, Inc. HE-1585-17 Amendment 3

Presenter: Jeremiah Elliott, Senior Administrative Services Manager

Copies of completed paperwork sent to the following: (Include names and e-mail addresses.)

Copies to: Rebecca Werner rwerner@co.marion.or.us



Contract Review Sheet

Contract #: HE-1585-17

Person Sending: Rebecca Werner Department: Health and Human Services

Contact Phone #: 503-361-2795 Date Sent: _____

Contract Amendment # 3 Lease IGA MOU Grant (attach approved grant award transmittal form)

Title: Unarmed Security and Vehicular Patrol Services

Contractor's Name: Advanced Security, Inc.

Term - Date From: July 1, 2017 Expires: June 30, 2019, extending to June 30, 2021

Contract Total: \$360,000.00 Amendment Amount: \$330,000.00 New Contract Total: \$690,000.00

Source Selection Method: _____ # _____

Additional Considerations (check all that apply)

- Board Order# _____
- Incoming Funds
- Independent Contractor (LECS) approval date: _____
- Insurance Waiver (attach)
- CIP# _____ (required for all goods /software greater than \$5,000)
- Feasibility Determination (attach approved form)
- Federal Funds (attach sub-recipient / contractor analysis)
- Reinstatement (attach written justification)
- Retroactive (attach written justification)

Description of Services or Grant Award:

Advanced Security, Inc. provides unarmed vehicular and walking patrols at various County locations, as identified in Exhibit A-Statement of Work.

Amendment Number Three extends the agreement for an additional two years to June 30, 2021, and adds additional funds in the amount of \$330,000.00. The not to exceed value of the agreement is \$690,000.00.

FOR FINANCE USE

Date Finance Received: _____ BOC Planning Date: _____ Date Legal Received: _____

Comments: _____

REQUIRED APPROVALS:

Finance - Contracts _____ Date _____ Risk Manager _____ Date _____

Legal Counsel _____ Date _____ Chief Administrative Officer _____ Date _____

Date _____ To be filed Added to master list

Returned to _____ Department for _____ signatures



AMENDMENT #3 to the
CONTRACT FOR SERVICES #HE-1585-17
between
MARION COUNTY and ADVANCED SECURITY, INC.

This Amendment No. 3 to the Contract for Services (as amended from time to time, the "Contract"), dated 1 July 2017 through 30 June 2019 between Marion County, a political subdivision of the State of Oregon, hereafter called County, and Advanced Security Inc., hereafter called Contractor.

The Contract is hereby amended as follows (new language is indicated by underlining and deleted language is indicated by brackets []):

1. **TERM.** This Contract expires on [June 30, 2019] June 30, 2021.

2. **CONSIDERATION**

A. The maximum, not-to-exceed compensation payable to Contractor under this Contract, which includes any allowable expenses, is \$[360,000.00] \$690,000.00.

Except as expressly amended above, all other terms and conditions of the original contract are still in full force and effect. Contractor certifies that the representations, warranties and certifications contained in the original Contract are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

EXHIBIT A
STATEMENT OF WORK

1. **STATEMENT OF SERVICES.** Contractor shall perform Services as described below.

B. **REQUIRED SERVICES, DELIVERABLES AND DELIVERY SCHEDULE**

1. **County site; 3878 Beverly Ave. NE Salem, OR. Buildings; F, G, and H [and I].**

- [Security staff shall provide a twice daily vehicle patrol site check Monday – Friday; between 7:00 a.m. - 8:00 a.m., and between 5:00 p.m. – 6:00 p.m.]
- Security staff shall provide walking patrol outside of Buildings F, G and H as follows:

Buildings G & H: Monday – Friday 7:00 a.m. – 8:00 p.m.

Building F: Monday – Friday 7:00 a.m. – 10:30 p.m. through June 14, 2019, and effective June 17, 2019 Monday – Friday 7:00 a.m.- 8:00 p.m

Building F: Saturday – Sunday 11:00 a.m. – 10:30 p.m. Effective June 10, 2019, Saturday – Sunday walking patrol will be discontinued.

- [Security staff shall perform twice daily walking patrol site check Monday – Friday; between 9:00 a.m. – 11:00 a.m. and between 2:00 p.m. – 4:00p.m.]

2. [County site; **2395/2421 Lancaster Ave. NE, Salem OR**] Section redacted in its entirety

3. **County site; 2045 Silverton Road, Salem OR** Site specific points of Contact:

Suite A (Alcohol & Addictions Treatment): Camille Terhune (main contact); cell/text 503-798-7767, CTerhune@co.marion.or.us and Patricia Davis (backup contact); cell/text 503-932-5877, PDavis@co.marion.or.us.

Suite B (Mental Health Services): Kathy Ahrendt 503-361-2629, cell/text 503-932-7290 Kahrendt@co.marion.or.us

- Security staff shall perform walking patrols inside and outside of County occupied “Suite A; Addiction Treatment Services” and “Suite B; Adult Mental Health Services” space [up to 40 hours per week] as follows; Monday – Friday; 5:00 a.m. – 5:15 p.m., and Saturday 6:30 a.m. – 10:30 a.m.
- Security staff shall perform drive-by patrols Monday – Friday, 4 times per night, between the hours of 8:00 p.m. and 5:00 a.m. Security staff shall perform drive-by patrols Saturday – Sunday, 7 patrols, beginning 12:00 p.m. on Saturday and ending 5:00 a.m. on Monday.

4. **County site; 1118 Oak St SE, Salem OR; Psychiatric Counseling Center (PCC)**

Site specific points of Contact: Ann-Marie Bandfield (main contact); 503-566-2967 cell/text 503-932-6897

- 24/7 Security services at this site shall commence on April 19, 2019 and end on July 12, 2019. Security staff shall perform walking patrols inside and outside of County occupied building space 24 hours per day, 7 days per week, for a total of no more than 168 hours per week. Security staff shall follow PCC established protocols when dealing with individuals at the site.
- Contractor shall ensure that each of its staff assigned to this site has completed an orientation of the building prior to their initial shift.
- Security staff shall make themselves available to escort site located County staff to their vehicles. Requests may be made directly to security staff by County staff or by County staff contacting Contractor’s branch office to facilitate the requested escort.

2. COMPENSATION. The total amount available for payment to Contractor under Exhibit A, section 2.A and for authorized reimbursement to Contractor under Exhibit A, section 2.C is \$[360,000.00] \$690,000.00.

A. METHOD OF PAYMENT FOR SERVICES. County shall pay Contractor monthly for each of the following services:


- Vehicular Patrol [\$500.00] \$985.00 per month for patrol services as outlined in Section 1B above.
- County shall pay Contractor \$21.00 per hour (\$21.84 per hour effective May 1, 2019) up to but not in excess of [one hundred and fifty (150)] one hundred sixty seven (167) hours per week for unarmed security services (walking patrol) for all locations and schedules identified in Section 1B, Sections 1, 2 and 3, above. County shall pay Contractor \$21.00 per hour (\$21.84 per hour effective May 1, 2019) up to but not in excess of 168 hours for the location and schedule identified in Section 1B, Section 4, above, beginning April 19, 2019 and ending July 12, 2019.

**MARION COUNTY SIGNATURE
BOARD OF COMMISSIONERS:**

Chair _____ Date _____

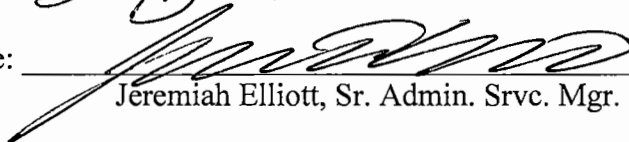
Commissioner _____ Date _____

Commissioner _____ Date _____

Authorized Signature:  _____ Date 5/22/19

Cary Moller, Administrator

Date

Authorized Signature:  _____ Date 5/20/19

Jeremiah Elliott, Sr. Admin. Srv. Mgr.

Date

Authorized Signature: _____
Chief Administrative Officer Date _____

Reviewed by Signature: _____
Marion County Legal Counsel Date _____

Reviewed by Signature: _____
Marion County Contracts & Procurement Date _____

ADVANCED SECURITY INC. SIGNATURE

Authorized Signature: _____ Date: _____

Title: _____



Marion County

OREGON

HEALTH DEPARTMENT

MEMORANDUM

**BOARD OF
COMMISSIONERS**

Sam Brentano
Janet Carlson
Kevin Cameron

ADMINISTRATOR
Cary Moller, MS, LPC

ADMINISTRATION
(503) 588-5357
FAX (503) 364-6552

TO: John Lattimer

FROM: Cary Moller, Administrator

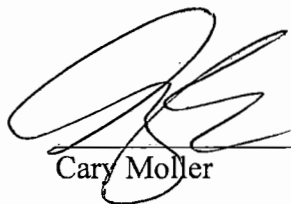
DATE: May 23, 2019

RE: Advanced Security, Inc. Contract for Services HE-1585-17, Amendment 3;
Increase Greater than 20%

The Health & Human Services Department entered into a Contract for Services agreement with Advanced Security, Inc., to provide unarmed security and vehicular patrol at various County locations. The current period of performance is July 6, 2017 through June 30, 2019.

Amendment Number Three adds duties at additional sites, revises some current duties and adds additional compensation for term extension an additional two years to June 30, 2021.

The requested increase in funding is to cover the next two years of service, through June 30, 2021. The original two year contract total for FY2017-19 was \$360,000. The amended two year contract total for 2019-21 will be \$330,000. The not to exceed value of the contract will be \$690,000.



Cary Moller