

## City Council – Action Request Form

**Date:** October 10, 2022

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**To:** Mayor, Mayor Pro Tempore and Members of the City Council

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**From:** Aaron King, Assistant City Manager  
 Toneq McCullough, Transportation Director  
 Donna Woodson, General Manager WSTA  
 Shantell McClam, Purchasing Director

**Council Action Requested:**  
 Resolution Awarding Contract for Security Services at Clark Campbell Transportation Center and Winston-Salem Transit Administration Building

**Strategic Focus Area:** Service Excellence  
**Strategic Objective:** Ensure Service Delivery Efficiency and Effectiveness  
**Strategic Plan Action Item:** No  
**Key Work Item:** No



**Summary of Information:**  
 On April 21, 2022 the Purchasing Division, on behalf of the Winston-Salem Transit Authority (WSTA) issued a request for proposal to qualified contractors for Security Services at the Clark Campbell Transportation Center and Winston-Salem Transit Administration Building including but not limited to visitor screening, patrolling facilities, maintaining order, deterring criminal attacks, cooperating with local law enforcement, and preventing damage to city property.

On May 5, 2022, proposals were received from the following contractors:

North State Security Group The Falu Corporation	<u>City, State</u> Winston-Salem, N.C. Charlotte, N.C.
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Terms of the bid document specified detailed evaluation criteria of DBE commitment, ability to meet RFP requirements, relevant experience and qualifications, and price value. An evaluation panel reviewed the proposals received. See Exhibit A for the detailed scores.

Based upon the evaluation panel’s assessment, it is recommended that a contract for Security Services at the Clark Campbell Transportation Center and Winston-Salem Transit Administration Building be awarded to North State Security Group in the annual amount of \$181,500. Terms of the bid allow for the contract to be extended a total of three (3) additional years, making the total potential value of the contract \$726,000.

**Committee Action:**

<b>Committee</b>	Finance 10/10/22	<b>Action</b>	Approval
<b>For</b>	Unanimous	<b>Against</b>	
<b>Remarks:</b>			

The recommendation to award a contract for Security Services to North State Security Group per bid specifications including the optional three (3) year extension was approved by the Winston-Salem Transit Authority Board of Directors at the meeting held June 23, 2022.

Funds have been appropriated and available in the FY2022-2023 WSTA account 533-5332-527105 to cover the costs of these services through June 30, 2023. Funds to cover any possible extensions are subject to future budget appropriations.

DBE/MWBE Comment: See exhibit B for a complete list of vendors who received notification of the opportunity.

Workforce Demographics: See exhibit C for workforce demographic information regarding the awarded contractor.