



Item.....  
 Meeting..... 2020 Feb 10

COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2020 February 05  
**FROM:** DIRECTOR FINANCE **FILE:** 5820-20  
*Reference: RFP #177-09/18*  
**SUBJECT: CONTRACT INCREASE – SCOPE SECURITY GUARD SERVICES**

**PURPOSE:** To obtain Council approval to award a contract increase for security guard services.

**RECOMMENDATION:**

- 1. THAT** Council approve a contract increase to Guardteck Security Corporation for an estimated total cost of \$189,900.00 including GST in the amount of \$9,042.86. Final payment will be based on the actual quantity of goods and services delivered.

**REPORT**

On 2019 March 01, the City awarded a contract to Guardteck Security Corporation for security guard services for the Bob Prittie Metrotown Library and various City locations in the amount of \$410,000.00 including GST in the amount of \$19,523.81. Since the award of the contract, there have been change orders for \$215,500.00 including GST in the amount of \$10,261.90.

The City continues to transition security services in house. Until the complete transition takes place, contracted security services are required. This contract increase is due to the consolidation of security service providers to one contract, which includes the Libraries, as well as the addition of security services at the City’s Warming Centres and a contingency for emergency services for additional coverage based on demand. This contract also complies with all Living Wage requirements. The estimated total contract value will be \$815,400.00 including GST in the amount of \$38,828.57.

| Contract History        | Term                | Accumulative Total Change (including GST) |
|-------------------------|---------------------|---|
| Original Contract Award | 2019 Mar – 2021 Feb | \$ 410,000.00                             |
| Change Orders #1-3      | 2019 Mar – 2021 Feb | \$ 215,500.00                             |
| Contract Increase       | 2019 Mar – 2021 Feb | \$ 189,900.00                             |
| <b>TOTAL</b>            |                     | <b>\$ 815,400.00</b>                      |

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From: Director Finance  
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The Director Public Safety and Community Services, Director Parks, Recreation and Cultural Services and Chief Librarian concur with this recommendation.

Funding for this contract is provided in various operating accounts within the 2020 – 2024 Provisional Financial Plan.



Noreen Kassam, CPA, CGA  
DIRECTOR FINANCE

NK:GC:RR / ew:md

Copied to: Director Public Safety and Community Services  
Director Parks, Recreation and Cultural Services  
Chief Librarian