



TO: Board of Contracts and Awards & Elizabeth Pauli, City Manager
FROM: Adam Cook, Director, Tacoma Venues & Events
John McClees, Asst. Director Event Services, Tacoma Venues & Events
COPY: City Council, City Manager, City Clerk, EIC Coordinator, LEAP Coordinator, and
Tad Carlson, Finance/Purchasing
SUBJECT: Tacoma Dome and Greater Tacoma Convention Center Parking, Security and
Guest Services
RFP Specification No. PF16-0328F, Contract No. CW2234042 – April 11, 2023
DATE: March 15, 2023

RECOMMENDATION SUMMARY:

Tacoma Venues & Events (TVE) requests approval to increase contract CW2234042, to STAFF PRO, INC. DBA Allied Universal Security Services, Tacoma, WA, by \$2,500,000, plus applicable taxes, budgeted from the Tacoma Dome Operations Fund (4180) and the Greater Tacoma Convention Center Operations Fund (4165) for provisions of security and guest services for Tacoma Dome and Greater Tacoma Convention Center from December 31, 2022 to December 31, 2023. This increase will bring the contract a cumulative total of \$12,850,000, plus applicable taxes.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Foster a vibrant and diverse economy with good jobs for all Tacoma residents.
- Cultivate a vibrant cultural sector that fosters a creative, cohesive community.

STAFF PRO, INC. dba Allied Universal Security Services provides 24-hour security and peer security services for the Tacoma Dome and Greater Tacoma Convention Center. This work employs hundreds of local and regional residents and enables TVE to provide safe and secure events in support of creating a vibrant cultural sector in the community.

BACKGROUND:

Since being awarded the contract in 2016, STAFF PRO, INC. dba Allied Universal Security Services has been providing both 24-hour and event security services for TVE. STAFF PRO, INC. dba Allied Universal Security Services remains the only viable large scale peer security and guest services contractor in the Pacific Northwest for venues like the Tacoma Dome and Greater Tacoma Convention Center. It is critical to the safety and security of events at City of Tacoma Venues that we extend their contract and retain their services. Amendment No.5, dated December 31, 2022, seeks to extend the term of the contract through, December 31, 2023, to clarify City's right to terminate a portion of the scope of work, to update pricing, and to increase contract value to \$12,850,000, to allow compensation for services rendered through the end of the contract term.

ISSUE: The contract ran out of extensions at the end of the 2022 but security services are critical to the safety and security of events at City of Tacoma venues.



ALTERNATIVES: The Contract could not be extended or increased. Both would require TVE to issue a subsequent Request for Proposal for the services. This would be extremely disruptive to operations at the Tacoma Dome and Greater Tacoma Convention Center and place these City owned assets and the public utilizing them under undue risk.

COMPETITIVE SOLICITATION:

Request for Proposals Specification No. PF16-0328F was opened October 9, 2016. Seven companies were invited to bid in addition to normal advertising of the project. Six submittals were received. STAFF PRO, INC. submitted a bid that resulted in the best score evaluated submittal after consideration of Equity in Contracting (EIC) participation goals. The table below lists the respondents along with their final scores.

Respondent	Location (<i>city and state</i>)	Score
Staff Pro, Inc.	Tacoma, WA	436.5
Andy Frain Services, Inc.	Aurora, IL	418
CMS/Starplex Corporation	Portland, OR	416.5
Landmark Event Staffing Services, Inc.	Irvine, CA	396
American Guard Services, Inc.	Carson, CA	255
Allied Protection Services, Inc.	Los Angeles, CA	145

CONTRACT HISTORY: This contract was originally awarded to STAFF PRO, INC. as a result of RFP Specification No. PF16-0328F in November of 2016. The original contract term was four years with one two-year option with a not to exceed contract value of \$8,100,000.

Effective May 1, 2017, contract was amended to update name of City facility from Public Assembly Facilities (PAF) to Tacoma Venues and Events (TVE) and to include rental of City office space to the vendor.

Effective January 1, 2020, the contract was amended to update the term of the rental agreement negotiated in Amendment No. 1.

Effective December 31, 2020, the contract was amended to execute optional two-year extension and update pricing.

Effective May 1, 2022, the contract was amended to update pricing and increase contract value to \$10,350,000.

SUSTAINABILITY: Sustainability was considered in line with requirements of the time when the solicitation was issued.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not Applicable. The bid was issued prior to EIC requirements but did include five percent of final score for Small Business Enterprise considerations.



LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP)
COMPLIANCE: Not Applicable.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4180 – DOME	818400	Various	\$1,400,000
4165 - CCOPS	890380	Various	\$1,100,000
TOTAL			Up to \$2,500,000

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4180 – DOME	Various	Various	\$1,400,000
4165 - CCOPS	Various	Various	\$1,100,000
TOTAL			Up to \$2,500,000

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$2,500,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. NA