



**Contract and Award Letter
Purchase Resolution – Exhibit “A”**

TO: Board of Contracts and Awards
FROM: Adam Cook, Director, Tacoma Venues & Events
Sean McBroom, Security Manager, Tacoma Venues & Events
COPY: City Council, City Manager, City Clerk, EIC Coordinator, LEAP Coordinator, and
Sara Bird, Senior Buyer, Finance/Purchasing
SUBJECT: Tacoma Dome & Greater Tacoma Convention Center Parking, Security, and
Guest Services
Request For Proposals Specification No. PF23-0245F, Contract No. CW2264909
– January 22, 2025 City Council
DATE: January 6, 2025

RECOMMENDATION SUMMARY: Tacoma Venues & Events (TVE) recommends a contract be awarded to Staff Pro Inc. dba Allied Universal Security Services (Staff Pro Inc.), Tacoma, WA, in the amount of \$19,500,000, plus applicable taxes, budgeted from the Dome Fund 4180 and Convention Center & Bicentennial Pavilion Fund 4165, for an initial contract term of two years and five months, with the option to renew for two additional two-year periods, for the provision of security and guest services at the Tacoma Dome and Greater Tacoma Convention Center (GTCTC). The \$19,500,000 contract amount reflects the total anticipated cost for the full 6-year, 5-month contract period. Should future amendments be necessary, including additional funding requests, these will be brought forward for Council approval.

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.

BACKGROUND: To ensure the safety and satisfaction of clients and guests, TVE requires an industry-specific contractor with proven expertise in providing security and enhancing the guest experience. The contractor will provide ongoing professional security and guest services, including daily operations, event operations and enhanced customer service support for the users and clients of the Tacoma Dome and GTCTC. The current contract with Staff Pro, Inc. expires on January 31, 2025. It was awarded through an RFP solicitation issued in August 2016 and approved via Resolution 39568 on October 25, 2016.

ISSUE: Obtain an experienced contractor with specific expertise in providing security and ensuring the safety and welfare of patrons and clients at the Tacoma Dome and GTCTC.

ALTERNATIVES: TVE requires professional security and guest services to operate the Tacoma Dome and the GTCTC. TVE currently does not have the workforce or expertise to perform this function. If contract is not awarded, TVE will be unable to safely hold events at the Tacoma Dome or the GTCTC.

COMPETITIVE SOLICITATION: Request for Proposals (RFP) Specification No. PF23-0245F for Security and Guest Services for the Tacoma Dome and GTCTC was opened October 25, 2023. Three companies were invited to bid in addition to normal advertising of the project. Three submittals were received. Staff Pro, Inc. achieved the highest total score.



<u>Respondent</u>	<u>Location</u>	<u>Score</u>
Allied Universal DBA Staff Pro Inc.	Huntington Beach, CA	265
Andy Frain	Ontario, CA	247
Providers International	Portland, OR	158

CONTRACT HISTORY: New Contract. The prior contract was awarded to Staff Pro, Inc. through an RFP issued in 2016.

SUSTAINABILITY: Each firm was asked to respond regarding sustainability practices. The scoring criteria included points for sustainable practices.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not applicable - Service contract - EIC Regulations are not yet established

LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: Not applicable to this contract.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4180 - PAF Dome fund			\$12,750,000
4165 - Conv Ctr & Bicen Pav fund			\$6,750,000
TOTAL			Up to \$19,500,000

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4180 - PAF Dome fund			(\$12,750,000)
4165 - Conv Ctr & Bicen Pav fund			(\$6,750,000)
TOTAL			Up to (\$19,500,000)

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$15,465,500

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes, the expenditures have been budgeted in the current biennium.

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A