

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

BID AWARD

SUBJECT: Security Guard and Patrol Services
Request for Proposal #22765

The Office of Campus Safety requests a contract for the labor, materials, equipment, and services necessary to furnish unarmed Security Guard and Patrol Services at the Main Campus and East Campus. The contractor shall provide approximately 300 hours of unarmed, uniformed security service per week, subject to change at any time; all necessary supervision and management services; and all associated materials and supplies. Coverage shall be provided 24 hours a day, 7 days a week, or as otherwise indicated per site specifications. The contractor will provide additional security officers at the contract rate as needed for special events or emergencies. Coverage for other facilities and locations utilized by the College for official functions will be provided at dates and times to be determined. The initial agreement shall run for a term of three (3) years with the option to extend on an annual basis for additional (1) year periods.

The College solicited proposals under RFP #22765. The responses appear below.

Firm	Officer Wage Rate	Officer Bill Rate	Manager Wage Rate	Manager Bill Rate	Est. Cost per Month	Est. Cost per Year
Allied Universal Security Services ¹	\$18.50	\$26.46	\$21.00	\$30.05	\$34,562	\$414,744
American Guard Services ²	\$19.00	\$29.48	\$21.00	\$31.40	\$38,146	\$457,750
Lagarda Security ³	\$15.00	\$21.43	\$18.00	\$25.71	\$29,625	\$355,498
Liberty Security Group ⁴	\$18.00	\$26.64	\$21.00	\$31.08	\$34,200	\$410,400
Securatech ⁵	\$16.00 - \$18.00	\$24.00	\$18.00 - \$20.00	\$26.00	\$31,112	\$373,344
Securitas Security Services ⁶	\$17.00	\$27.88	\$19.50	\$27.10	\$35,642	\$427,704
Sterling Security Enterprise ⁷	\$17.00	\$23.75	\$19.00	\$27.13	\$32,461	\$389,532
Patriot Security Enterprise ⁸	Disqualified					
Davis Security Services	No Reply					
Teachout Security Solutions	No Reply					

Notes:

¹ Offers high officer wage rates, better training, competitive billable hour rates, and competitive total cost. Numerous local accounts provide a larger pool for contingency officers used to backfill for absent officers or to provide additional officers when needed for special events, etc. Annual pay increases for officers promotes better employee retention. Excellent references.

² Highest estimated costs. No good reference contacts in the area.

³ Security Officer pay scale is too low. Lower pay can cause unreliable employees and ongoing work schedule issues.

⁴ Locally based company with good references. Officer pay rate third highest. Pool of available contingency officers

⁵ No good references and no long-term, full-time customers. Some references were for very short periods of service and some just used them for other services, i.e., training only. Proposal includes a 10% increase after 1st year and 5% increase thereafter making them one of the most expensive.

⁶ Second highest estimated costs. Current provider but service levels have declined over term of contract.

⁷ Good recommendations but all came from small accounts (3 year account uses 2 officers, 8 year account uses 2-3 officers, 1 year account uses 2 officers). Small workforce may hinder ability to provide contingency officers. Proposal failed to include the following documents required in the specifications: signed copies of two addenda and a signed Non-Collusion Affidavit/Conflict of Interest Form.

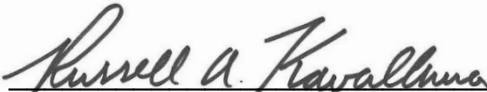
⁸ The proposal failed to include the following documents required in the specifications: a signed Proposal Submission Form, a signed Non-Collusion Affidavit/Conflict of Interest Form, and a signed Iran-Linked Business Certification.

RECOMMENDATION:

The College administration recommends a contract award to Allied Universal Security Services for \$34,562.00 per month (estimated \$414,744 per year) for Security Guard and Patrol Services as requested by the Office of Campus Safety, in accordance with the specifications of RFP #22765.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

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CONTRACT AWARD

SUBJECT: Critical Incident Mapping System

The Office of Campus Safety requests a contract for the software and services necessary to provide a Critical Incident Mapping System for all College locations. Critical Incident Mapping uses satellite imaging, existing floorplans and blueprints, and visual inspections of all College buildings and property to create a real-life, detailed depiction of a building and surrounding area with labeling that includes classrooms, hallways, doors and access points, key utilities, AEDs and trauma kits, and key landmarks around the property. A grid is placed over the maps to help identify a specific location more accurately. The system shares these maps with local first responders and 911 operators so that emergency personnel can receive precise and detailed information about the location needing assistance. The system coordinates location data between HFC Campus Safety, police, EMS, and fire departments which improves response times and communications between agencies.

The Office of Campus Safety and the Purchasing Department reviewed proposals from two major providers of Critical Incident Mapping Systems to public agencies in Michigan. A pricing summary appears below.

Critical Response Group	\$36,518.30
StrataSite	69,000.00

The proposal from Critical Response Group meets the College's needs and requirements. The firm has mapped critical infrastructure throughout the country, including Dearborn Public Schools and over 2,000 other K-12 schools in Michigan.

For additional savings, Critical Response Group channeled the contract through one of their technology resellers, ThunderCat Technology, which holds a contract with OMNIA Partners, Public Sector, a group purchasing organization used by the College. Both the State of Michigan (Act 451 of 1976, Sec.1274.3) and the Board (Administrative Guideline 6320, Paragraph H) encourage the use of cooperative and/or group purchasing agreements.

A grant from the State of Michigan provides 100% of the funds for this purchase.

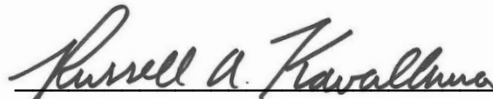
RECOMMENDATION:

The College administration recommends a contract award to ThunderCat Technology

for \$36,518.30 for a Critical Incident Mapping System by Critical Response Group, as requested by the Office of Campus Safety, in accordance with the Thundercat Technology Quote #RV082476 v1 dated September 12, 2023.



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CONTRACT AWARD

SUBJECT: Online Orientation Software Renewal

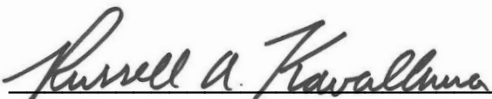
The Assistant Director of Enrollment Services requests the renewal of a contract for Online Orientation Software licenses as provided by Comevo, Inc. In 2014, the Mandatory Orientation Task Force researched the best option for implementing a student orientation program and recommended the selection of Comevo as the provider for online orientation services. The College entered into an agreement for a thirty-six (36) month subscription for software and hosting services that the Board approved in April 2014. The agreement was renewed with Board approval in 2017 and 2020. Enrollment Services reports that the product is fully integrated with the HFC Student Portal and is well received by students and staff. By ordering the renewal now, the College locks in pricing for a three-year subscription at the same cost as in 2014 – a total of \$33,048. The renewed subscription covers the period from November 2023 through October 2026. The College requests Board approval for a sole source award.

RECOMMENDATION:

The College administration recommends a contract award to Comevo, Inc. for \$33,048.00 for Online Orientation Software licenses, as requested by Enrollment Service, in accordance with Proposal #4624 dated September 1, 2023.



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BOARD REPORT

SUBJECT: Local Strategic Value Resolution

Historically, the state legislature has appropriated funds to community colleges intended to support the general operations of the College. Generally, the appropriation to each community college has been based on a formula. Since 2006, the funding formula has included certain performance measures. This practice continues for the current fiscal year.

For fiscal year 2023-2024, the Legislature formally approved an overall base increase in funding to community colleges of 5.1%. The approved legislation includes a formula that allocates any increase to each community college according to categories of performance indicators. The formula allocates 50% of the increase proportionate to the College's appropriation for last fiscal year, 10% based on full-time equated students, 7.5% based on administrative costs, 17.5% based on degrees awarded with certain degrees counting for more, and 15% allocated for local strategic value.

Local strategic value addresses the value the College brings to business and industry in the region and the community the College serves. This measure has been further defined to include three specific sub-categories: economic development and business or industry partnerships; educational partnerships; and community services.

For each sub-category, the legislation lists five relevant best practices. For example, best practices within the sub-category of economic development and business or industry partnerships include active partnerships with local employers and customized on-site training for area companies. Best practices in the educational partnerships sub-category include active partnerships with regional high schools and programs to promote the successful transition to college for traditional age students and for reentering adult students. The community services sub-category includes best practices such as continuing education programs for personal enrichment and professional development as well as community theater, musical ensembles, art galleries, and radio stations.

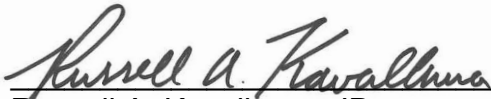
In order to receive funding under the local strategic value category, community colleges must confirm they meet four of the five best practices listed for each sub-category. The wide range of educational programs and business and industry partnerships at Henry Ford College ensure that HFC readily meets the best practices criteria.

The legislation further requires that the Board of Trustees approve a resolution certifying that the College meets the requirements of local strategic value and submit the resolution

to the state budget director by October 15. With the approval of the Board, the resolution for HFC would be submitted as directed by the legislation.



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