


# COUNCIL COMMUNICATION

 CITY OF DES MOINES OFFICE OF THE CITY MANAGER	Number:	22-233	Meeting:	May 23, 2022
	Agenda Item:	27	Roll Call:	22-0791
	Submitted by:	James M. Hoff, Facilities Manager		

## AGENDA HEADING:

Accepting proposal of Signal of Des Moines to provide armed security services and approving agreement for the provision of same.

## SYNOPSIS:

Accept proposal and approve agreement with Matt Holeyton Enterprises, LLC, d/b/a Signal of Des Moines (950 Office Park Road, West Des Moines, IA 50265, Matt Holeyton Franchise Owner/Operator), to provide armed security services for City Hall, Argonne Armory, Municipal Services Center I, Municipal Services Center II, various special meetings as scheduled, and for optional additional services as needed for a term of three (3) years, with an option to renew upon mutual agreement of the parties for one (1) additional 3-year term, at an annual estimated cost of \$500,000.

## FISCAL IMPACT:

Amount: \$500,000 per year.

Funding Source: 2023 Operating Budget, City Manager, Facilities, G001 CM030000, page 26.

## ADDITIONAL INFORMATION:

- On October 18, 2021, the City entered into an agreement with Per Mar Security Services for temporary on-site security services for City Hall, Armory, and Municipal Service Center. This contract was extended twice and expires July 31, 2022, with the option to end sooner if given 30-day notice.
- The current contract for security services was intended to be temporary while the City administered a thorough Request for Proposal (RFP) process to solicit proposals, evaluate responses, and negotiate a long-term contract with a third party for security services at City administrative buildings.
- The Procurement Division issued a RFP for armed security services for City facilities to 24 potential proposers. Eight (8) proposals were received.

- The Evaluation and Selection Committee reviewed the proposals submitted and recommends the City Council approve award of contract to Matt Holey Enterprises, LLC, d/b/a Signal of Des Moines.
- Anticipated timeline of award and transition is subject to Council approval at the May 23, 2022, meeting. Once the contract is approved and fully executed, 30-day notice shall be given to the City's temporary contractor. Based on this timeline, a transition from the current security contractor to Signal would occur in early July 2022.

**PREVIOUS COUNCIL ACTION(S):**

Date: April 18, 2022

Roll Call Number: 22-0622

Action: [Exception](#) to the procurement ordinance request for proposals process for good cause, approving amendment to extend contract with Per Mar Security Services for on-site security services, and authorizing additional funding, not to exceed an additional \$25,000. ([Council Communication No. 22-163](#)) Moved by Gatto to adopt. Second by Boesen. Motion Carried 6-1. Nays: Sheumaker.

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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