

Request No. 4

This emergency request is a continuation of security guard services provided to Police Services for additional security staffing at various County Buildings, warming centers and COVID vaccine sites. Police Services is continuing the selection of Bryant Safety & Security from the quote obtained for these services. The lowest, responsive and responsible bidder was selected.

These invoices are for the continuation of security staffing at the Brookhaven MARTA Stations for COVID Vaccination Center, which has a Police Officer present during business hours and requires security guards after hours and on weekends when a police officer is not present.

Police Services indicates that these are the final invoices for services rendered.

These invoices total: \$8,599.53

Total Spent to Date with these invoices: \$100,246.87. A ratification Agenda Item will be prepared for the August 23, 2022 BOC.

I would recommend the approval of the emergency request.

Historical Information:

Request No. 3

The emergency request detailed below was approved on June 27, 2022.

This emergency request is a continuation of security guard services provided to Police Services for additional security staffing at various County Buildings, warming centers and COVID vaccine sites. Police Services is continuing the selection of Bryant Safety & Security from the quote obtained for these services. The lowest, responsive and responsible bidder was selected.

These invoices are for the continuation of security staffing at the Brookhaven MARTA Stations for COVID Vaccination Center, which has a Police Officer present during business hours and requires security guards after hours and on weekends when a police officer is not present.

Police Services indicates that final invoices should be received next week and will be forwarded for emergency approval.

These invoices total: \$18,796.57

Total Spent to Date with these invoices: \$91,647.34.

I would recommend the approval of the emergency request.

Request No. 2

The emergency request detailed below was approved on June 7, 2022.

This emergency request is a continuation of security guard services provided to Police Services for additional security staffing at various County Buildings, warming centers and COVID vaccine sites. Police Services is continuing the selection of Bryant Safety & Security from the quote obtained for these services. The lowest, responsive and responsible bidder was selected.

These invoices is for the continuation of security staffing at the Brookhaven MARTA Stations for COVID Vaccination Center, which has a Police Officer present during business hours and requires security guards after hours and on weekends when a police officer is not present.

Police Services indicates that services shall be completed shortly, within one to two weeks as of the date of this request.

These invoices total: \$31,857.88.

Total Spent to Date with these invoices: \$72,850.77.

I would recommend the approval of the emergency request.

Request No. 1:

The emergency request detailed below was approved on May 18, 2022.

During June of 2020, All N One, the selected Security Guard Services contractor, informed Police Services of its issues with personnel staffing. In order to meet the demands of the County in providing sufficient security staffing at various County Buildings, warming centers and COVID vaccine sites, it was necessary to obtain additional security guard coverage.

To that end, Police Services, obtained quotes to provide additional security coverage and utilized Bryant Safety & Security Solutions, the lowest respondent, to assist in these coverages.

This request is to approve the emergency services provided in February and April for an amount of \$17,967.75 for security guard services. Since the contracted vendor could not support the request, quotes were obtained and the lowest vendor was selected, I recommend approval of the Emergency Purchase from Bryant Safety and Security Solutions for Requisitions 963054 and 963061.

This vendor has also been utilized for other various security details for an amount of \$23,025.14. With the approval of these additional requests, the amount spent to date with Bryant Safety and Security Solutions is \$40,992.89.



Department of Purchasing and Contracting NON-COMPETITIVE PROCUREMENT REQUEST FORM

Requesting Department: Police Services
 Department Contact Person: Lt P.C. Albritton Telephone: 470-421-4307
 Email: pcalbritton@dekalbcountyga.gov

Requisition Number: 968374, 968412 Suggested Supplier: Bryant Safety and Security
 Estimated Amount of Purchase: \$ 8,639.53
 Detailed Description of the Goods or Services to be purchased: Emergency security services required per contract agreement; contracted security unable to provide staffing/services.

Emergency (For Emergency Requests, Please check this box and answer all questions below.)

1. Date and Time of Emergency Occurrence: June 2022

2. Please state the nature of the emergency posing a risk to public health, welfare, safety or resources:

The county's contracted security company was not able to staff the dates and times required resulting in the need to seek emergency security services.

3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation):

Sole Source (Please check box and answer all of the following completely.)

1. Provide an explanation why the product, service or supplier requested is the only method that can satisfy the requirements. Please explain why alternatives are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. (Attach additional documents, if necessary):

2. Will this purchase obligate us to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?) Explain in detail.

3. Explain the impact to the County or Public if this request is not approved.

I hereby request that this non-competitive procurement request be approved for the purchase of the above stated work, material, equipment, commodity, or service.

Department Director (Typed/Printed Name) Mirtha Ramos

Signature: 

Date: 6/29/2022

Do Not Write Below – for the Department of Purchasing and Contracting Use Only

Procurement Agent (Typed/Printed Name) Jennifer Schofield

Signature: 

Date: 7.15.2022

Procurement Manager (Typed/Printed Name) Delois Robinson

Signature: 

Date: Jul 15, 2022

Approved Not Approved

Signature: 

P&C Rev. 12/13/2018

Director, Department of Purchasing and Contracting

Date: Jul 18, 2022

Print Form



INVOICE

From **Bryant Safety and Security Solutions, LLC**
 755 Commerce Drive, Ste 912
 Decatur, GA 30030
 404 537-2856

Invoice For **Brookhaven Marta Station**

Invoice ID **2022-05-16-1016**
 Issue Date **06/10/2022**
 Due Date **07/10/2022 (Net 30)**

Subject Invoice for security services: Brookhaven Marta Station

Item Type	Description	Quantity	Unit Price	Amount
Services	Brookhaven Marta Station - 05/29/2022 8:30am - 3:00pm (6.5hr) 3:00pm - 12:00am (9hr) 12:00am - 8:30am (8.5hr)	24.00	\$25.00	\$600.00
Services	Holiday Hours: Memorial Day Brookhaven Marta Station - 05/30/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$37.50	\$543.75
Services	Brookhaven Marta Station - 05/31/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 06/01/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 06/02/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 06/03/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 06/04/2022 3:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	17.50	\$25.00	\$437.50

Amount Due	\$3,031.25
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Notes

Thank you for your business. Please send payments to Bryant Safety and Security Solutions, LLC at the address above. Payments not received by the due date incur an initial late fee of 3.5%.

If a payment has not been received after the first day late, there will have a grace period of 5 days. On the 5th day, there will be a 3.5% late fee every day until the payment is received.

Contact accounting at 404 537-2856 for more information.



INVOICE

From **Bryant Safety and Security Solutions, LLC**
 755 Commerce Drive, Ste 912
 Decatur, GA 30030
 404 537-2856

Invoice For **Brookhaven Marta Station**

Invoice ID **2022-06-16-1017**
 Issue Date **06/13/2022**
 Due Date **07/13/2022 (Net 30)**

Subject Invoice for security services: Brookhaven Marta Station

Item Type	Description	Quantity	Unit Price	Amount
Services	Brookhaven Marta Station - 06/05/2022 8:30am - 3:00pm (6.5hr) 3:00pm - 12:00am (9hr) 12:00am - 8:30am (8.5hr)	24.00	\$25.00	\$600.00
Services	Brookhaven Marta Station - 06/06/2022 5:45pm - 11:45pm (6hr) 11:45pm - 8:30am (8.75hr)	14.75	\$25.00	\$368.75
Services	Brookhaven Marta Station - 06/07/2022 5:45pm - 12:00am (6.25hr) 12:00am - 8:30am (8.5hr)	14.75	\$25.00	\$368.75
Services	Brookhaven Marta Station - 06/08/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 06/09/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 06/10/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 06/11/2022 3:15pm - 12:00am (8.75hr) 12:00am - 8:30am (8.5hr)	17.25	\$25.00	\$431.25

Services	05-16-1012 Late Fee: \$99.53 ($\$2,843.75 \times 3.5\% \times 5 \text{ days}$)	1.00	\$99.53	\$99.53
			Amount Due	\$2,955.78

Notes

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INVOICE

From **Bryant Safety and Security Solutions, LLC**
 755 Commerce Drive, Ste 912
 Decatur, GA 30030
 404 537-2856

Invoice For **Brookhaven Marta Station**

Invoice ID **2022-06-16-1018**
 Issue Date **06/21/2022**
 Due Date **07/21/2022 (Net 30)**

Subject **Invoice for security services: Brookhaven Marta Station**

Item Type	Description	Quantity	Unit Price	Amount
Services	Brookhaven Marta Station - 06/12/2022 8:30am - 4:30pm (8hr) 4:30pm - 12:00am (7.5hr) 12:00am - 8:30am (8.5hr)	24.00	\$25.00	\$600.00
Services	Brookhaven Marta Station - 06/13/2022 6:00pm - 8:30am (14.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 06/14/2022 6:00pm - 8:30am (14.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 06/15/2022 10:45pm - 8:30am (9.75hr)	9.75	\$25.00	\$243.75
Services	Brookhaven Marta Station - 06/16/2022 7:00pm - 8:30am (13.5hr)	13.50	\$25.00	\$337.50
Services	Brookhaven Marta Station - 06/17/2022 6:15pm - 8:00am (13.75hr)	13.75	\$25.00	\$343.75
Services	Brookhaven Marta Station - 06/18/2022 6:00pm - 8:30am (14.5hr)	14.50	\$25.00	\$362.50

Amount Due \$2,612.50

Notes

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Emergency - Bryant Security Services, Request No. 4

Final Audit Report

2022-07-18

Created:	2022-07-15
By:	Jennifer Schofield (jjschofield@dekalbcountyga.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPnO6i-ysBFcNUQZAN1AyJ6OZn7Kky7UT

"Emergency - Bryant Security Services, Request No. 4" History

-  Document created by Jennifer Schofield (jjschofield@dekalbcountyga.gov)
2022-07-15 - 7:26:55 PM GMT - IP address: 50.237.148.4
-  Document emailed to Delois Robinson (drobinson@dekalbcountyga.gov) for signature
2022-07-15 - 7:29:00 PM GMT
-  Email viewed by Delois Robinson (drobinson@dekalbcountyga.gov)
2022-07-15 - 7:46:32 PM GMT - IP address: 104.47.64.254
-  Document e-signed by Delois Robinson (drobinson@dekalbcountyga.gov)
Signature Date: 2022-07-15 - 7:46:47 PM GMT - Time Source: server- IP address: 204.120.180.4
-  Document emailed to Cathryn Horner (cghorner@dekalbcountyga.gov) for signature
2022-07-15 - 7:46:49 PM GMT
-  Email viewed by Cathryn Horner (cghorner@dekalbcountyga.gov)
2022-07-18 - 1:38:15 PM GMT - IP address: 104.47.64.254
-  Document e-signed by Cathryn Horner (cghorner@dekalbcountyga.gov)
Signature Date: 2022-07-18 - 1:38:57 PM GMT - Time Source: server- IP address: 204.120.180.4
-  Agreement completed.
2022-07-18 - 1:38:57 PM GMT

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Police Services indicates that final invoices should be received next week and will be forwarded for emergency approval.

These invoices total: \$18,796.57

Total Spent to Date with these invoices: \$91,647.34.

I would recommend the approval of the emergency request.

Historical Information:

Request No. 2

The emergency request detailed below was approved on June 7, 2022.

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Police Services indicates that services shall be completed shortly, within one to two weeks as of the date of this request.

These invoices total: \$31,857.88.

Total Spent to Date with these invoices: \$72,850.77.

I would recommend the approval of the emergency request.

Request No. 1:

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To that end, Police Services, obtained quotes to provide additional security coverage and utilized Bryant Safety & Security Solutions, the lowest respondent, to assist in these coverages.

This request is to approve the emergency services provided in February and April for an amount of \$17,967.75 for security guard services. Since the contracted vendor could not support the request, quotes were obtained and the lowest vendor was selected, I recommend approval of the Emergency Purchase from Bryant Safety and Security Solutions for Requisitions 963054 and 963061.

This vendor has also been utilized for other various security details for an amount of \$23,025.14. With the approval of these additional requests, the amount spent to date with Bryant Safety and Security Solutions is \$40,992.89



Department of Purchasing and Contracting NON-COMPETITIVE PROCUREMENT REQUEST FORM

Requesting Department: Police Services
 Department Contact Person: Lt P.C. Albritton Telephone: 470-421-4307
 Email: pcalbritton@dekalbcountyga.gov

Requisition Number: 967633 Suggested Supplier: Bryant Safety and Security
 Estimated Amount of Purchase: \$ 2,775.00
 Detailed Description of the Goods or Services to be purchased: _____
Emergency security services required per contract agreement; contracted security provider unable to provide staffing/ services

Emergency (For Emergency Requests, Please check this box and answer all questions below.)

1. Date and Time of Emergency Occurrence: May 2022
2. Please state the nature of the emergency posing a risk to public health, welfare, safety or resources:

The county's contracted security company was not able to staff the dates and times required resulting in the need to seek emergency security services.
3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation):

Sole Source (Please check box and answer all of the following completely.)

1. Provide an explanation why the product, service or supplier requested is the only method that can satisfy the requirements. Please explain why alternatives are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. (Attach additional documents, if necessary):
2. Will this purchase obligate us to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?) Explain in detail.
3. Explain the impact to the County or Public if this request is not approved.

I hereby request that this non-competitive procurement request be approved for the purchase of the above stated work, material, equipment, commodity, or service.

Department Director (Typed/Printed Name) Mirtha Ramos Signature:  Date: 6/22/22

Do Not Write Below – for the Department of Purchasing and Contracting Use Only

Procurement Agent (Typed/Printed Name) Jennifer Schofield Signature: Jennifer Schofield Date: 6.24.2022

Procurement Manager (Typed/Printed Name) Delois Robinson Signature: Delois Robinson Date: Jun 24, 2022

Approved Not Approved

Signature: Cathya Horan Director, Department of Purchasing and Contracting Date: Jun 27, 2022



**Department of Purchasing and Contracting
NON-COMPETITIVE PROCUREMENT REQUEST FORM**

Requesting Department: Police Services
 Department Contact Person: Lt. P.C. Albritton Telephone: 470-421-4307
 Email: pcalbritton@dekalbcountyga.gov

Requisition Number: 967631 Suggested Supplier: Bryant Safety and Security
 Estimated Amount of Purchase: \$ 16,021.57
 Detailed Description of the Goods or Services to be purchased: Emergency security services required per contract agreement; contracted security provider unable to provide staffing/ services

Emergency (For Emergency Requests, Please check this box and answer all questions below.)

1. Date and Time of Emergency Occurrence: May 2022
2. Please state the nature of the emergency posing a risk to public health, welfare, safety or resources:
The county's contracted security company was not able to staff the dates and times required resulting in the need to seek emergency security services.
3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation):

Sole Source (Please check box and answer all of the following completely.)

1. Provide an explanation why the product, service or supplier requested is the only method that can satisfy the requirements. Please explain why alternatives are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. (Attach additional documents, if necessary):
2. Will this purchase obligate us to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?) Explain in detail.
3. Explain the impact to the County or Public if this request is not approved.

I hereby request that this non-competitive procurement request be approved for the purchase of the above stated work, material, equipment, commodity, or service.

Department Director (Typed/Printed Name) Mirtha Ramos Signature:  Date: 6/22/22

Do Not Write Below – for the Department of Purchasing and Contracting Use Only

Procurement Agent (Typed/Printed Name) Jennifer Schofield Signature:  Date: 6.24.2022

Procurement Manager (Typed/Printed Name) Delois Robinson Signature:  Date: Jun 24, 2022

Approved Not Approved

Signature:  Director, Department of Purchasing and Contracting Date: Jun 27, 2022

P&C Rev. 12/13/2018

Print Form



INVOICE

From **Bryant Safety and Security Solutions, LLC**
 755 Commerce Drive, Ste 912
 Decatur, GA 30030
 404 537-2856

Invoice For **Brookhaven Marta Station**

Invoice ID **2022-05-16-1014**

Issue Date **05/24/2022**

Due Date **06/03/2022**

Subject Invoice for security services: Brookhaven Marta Station

Item Type	Description	Quantity	Unit Price	Amount
Services	Brookhaven Marta Station - 05/15/2022 8:45am - 3:15pm (6.5hr) 3:15pm - 12:00am (8.75hr) 12:00am - 8:30am (8.5hr)	23.75	\$25.00	\$593.75
Services	Brookhaven Marta Station - 05/16/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 05/17/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 05/18/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 05/19/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 05/20/2022 6:00pm - 12:00am (6hr) 12:00am - 8:30am (8.5hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 05/21/2022 6:00pm - 12:15am (6.25hr) 12:15am - 8:45am (8.5hr)	14.75	\$25.00	\$368.75

Amount Due	\$2,775.00
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Notes

Thank you for your business. Please send payments to Bryant Safety and Security Solutions, LLC at the address above. Payments not received by the due date incur an initial late fee of 3.5%.

If a payment has not been received after the first day late, there will have a grace period of 5 days. On the 5th day, there will be a 3.5% late fee every day until the payment is received.

Contact accounting at 404 537-2856 for more information.



INVOICE

From **Bryant Safety and Security Solutions, LLC**
 755 Commerce Drive, Ste 912
 Decatur, GA 30030
 404 537-2856

Invoice For **Brookhaven Marta Station**

Invoice ID **2022-05-16-1015**

Issue Date **05/31/2022**

Due Date **06/10/2022**

Subject Invoice for security services: Brookhaven Marta Station

Item Type	Description	Quantity	Unit Price	Amount
Services	Brookhaven Marta Station - 05/22/2022 8:30am - 3:15pm (6.75hr) 3:15pm - 12:00am (8.75hr) 12:00am - 8:30am (8.5hr)	24.00	\$25.00	\$600.00
Services	Brookhaven Marta Station - 05/23/2022 6:00pm - 12:00am (6hr) 12:00am - 8:15am (8.25hr)	14.25	\$25.00	\$356.25
Services	Brookhaven Marta Station - 05/24/2022 5:45pm - 12:00am (6.25hr) 12:00am - 8:30am (8.5hr)	14.75	\$25.00	\$368.75
Services	Brookhaven Marta Station - 05/25/2022 6:00pm - 12:00am (6hr) 12:00am - 8:15am (8.25hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 05/26/2022 5:45pm - 12:00am (6.25hr) 12:00am - 8:30am (8.5hr)	14.75	\$25.00	\$368.75
Services	Brookhaven Marta Station - 05/27/2022 6:00pm - 12:00am (6hr) 12:00am - 8:15am (8.25hr)	14.50	\$25.00	\$362.50
Services	Brookhaven Marta Station - 05/28/2022 3:00pm - 12:00am (9hr) 12:00am - 8:30am (8.5hr)	17.50	\$25.00	\$437.50

Services	02-16-1000 Late Fee: \$135.37 (\$3,867.75 x 3.5% x 14 days)	14.00	\$135.37	\$1,895.18
Services	02-16-1001 Late Fee: \$98.88 (\$2,825.00 x 3.5% x 14 days)	14.00	\$98.88	\$1,384.32
Services	02-16-1002 Late Fee: \$99.75 (\$2,850.00 x 3.5% x 14 days)	14.00	\$99.75	\$1,396.50
Services	03-16-1003 Late Fee: \$97.56 (\$2,787.50 x 3.5% x 14 days)	14.00	\$97.56	\$1,365.84
Services	03-16-1004 Late Fee: \$98.44 (\$2,812.50 x 3.5% x 14 days)	14.00	\$98.44	\$1,378.16
Services	03-16-1005 Late Fee: \$99.53 (\$2,843.75 x 3.5% x 14 days)	14.00	\$99.53	\$1,393.42
Services	03-16-1006 Late Fee: \$97.13 (\$2,775.00 x 3.5% x 14 days)	14.00	\$97.13	\$1,359.82
Services	03-16-1007 Late Fee: \$99.97 (\$2,856.25 x 3.5% x 14 days)	14.00	\$99.97	\$1,399.58
Services	04-16-1008 Late Fee: \$99.75 (\$2,850.00 x 3.5% x 14 days)	14.00	\$99.75	\$1,396.50
Services	04-16-1009 Late Fee: \$96.47 (\$2,756.25 x 3.5% x 5 days)	1.00	\$96.47	\$96.47
Services	04-16-1010 Late Fee: \$99.53 (\$2,843.75 x 3.5% x 5 days)	1.00	\$99.53	\$99.53
			Amount Due	\$16,021.57

Notes

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Contact accounting at 404 537-2856 for more information.









Emergency CO#2 - Security Guard Services, Bryant Security

Final Audit Report

2022-06-27

Created:	2022-06-24
By:	Jennifer Schofield (jjschofield@dekalbcountyga.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAV2_DbTeO8uoLOZ_YEJNLwvK_hfYTgkBW

"Emergency CO#2 - Security Guard Services, Bryant Security" History

-  Document created by Jennifer Schofield (jjschofield@dekalbcountyga.gov)
2022-06-24 - 8:11:59 PM GMT- IP address: 50.237.148.4
-  Document emailed to Delois Robinson (drobinson@dekalbcountyga.gov) for signature
2022-06-24 - 8:13:55 PM GMT
-  Email viewed by Delois Robinson (drobinson@dekalbcountyga.gov)
2022-06-24 - 8:14:00 PM GMT- IP address: 40.94.29.254
-  Document e-signed by Delois Robinson (drobinson@dekalbcountyga.gov)
Signature Date: 2022-06-24 - 9:40:23 PM GMT - Time Source: server- IP address: 76.209.99.56
-  Document emailed to Cathryn Horner (cghorner@dekalbcountyga.gov) for signature
2022-06-24 - 9:40:25 PM GMT
-  Email viewed by Cathryn Horner (cghorner@dekalbcountyga.gov)
2022-06-24 - 9:40:30 PM GMT- IP address: 40.94.28.254
-  Document e-signed by Cathryn Horner (cghorner@dekalbcountyga.gov)
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During June of 2020, All N One, the selected Security Guard Services contractor, informed Police Services of its issues with personnel staffing. In order to meet the demands of the County in providing sufficient security staffing at various County Buildings, warming centers and COVID vaccine sites, it was necessary to obtain additional security guard coverage.

To that end, Police Services, obtained quotes to provide additional security coverage and utilized Bryant Safety & Security Solutions, the lowest respondent, to assist in these coverages.

This request is to approve the emergency services provided in February and April for an amount of \$17,967.75 for security guard services. Since the contracted vendor could not support the request, quotes were obtained and the lowest vendor was selected, I recommend approval of the Emergency Purchase from Bryant Safety and Security Solutions for Requisitions 963054 and 963061.

This vendor has also been utilized for other various security details for an amount of \$23,025.14. With the approval of these additional requests, the amount spent to date with Bryant Safety and Security Solutions is \$40,992.89.



Department of Purchasing and Contracting NON-COMPETITIVE PROCUREMENT REQUEST FORM

Requesting Department: Police Services
 Department Contact Person: Lt P.C. Albritton Telephone: 470-421-4307
 Email: pcalbritton@dekalbcountyga.gov

Requisition Number: 963054 Suggested Supplier: Bryant Safety and Security
 Estimated Amount of Purchase: \$ 8,425.00
 Detailed Description of the Goods or Services to be purchased: Emergency security services required per contract agreement; contracted security provider unable to provide staffing/services

Emergency (For Emergency Requests, Please check this box and answer all questions below.)

1. Date and Time of Emergency Occurrence: April 2022
2. Please state the nature of the emergency posing a risk to public health, welfare, safety or resources:
The County was required to have onsite security services for warming centers and COVID vaccine site(s) per contract agreements. The County's contracted security company was not able to staff all dates and times resulting in the need to seek emergency security services.
3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation):
Multiple security companies were contacted; many were not able to provide staffing those who could provided quotes, and selected company was the only one available to assist.

Sole Source (Please check box and answer all of the following completely.)

1. Provide an explanation why the product, service or supplier requested is the only method that can satisfy the requirements. Please explain why alternatives are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. (Attach additional documents, if necessary):
[Empty dashed box]
2. Will this purchase obligate us to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?) Explain in detail.
[Empty dashed box]
3. Explain the impact to the County or Public if this request is not approved.
[Empty dashed box]

I hereby request that this non-competitive procurement request be approved for the purchase of the above stated work, material, equipment, commodity, or service.

Department Director (Typed/Printed Name) Mirtha Ramas Signature: [Signature] Date: 5/18/22

Do Not Write Below – for the Department of Purchasing and Contracting Use Only

Procurement Agent (Typed/Printed Name) Jennifer Schofield Signature Jennifer Schofield Date: 5.18.2022

Procurement Manager (Typed/Printed Name) Delois Robinson Signature Delois Robinson Date: May 18, 2022

Approved Not Approved

Signature: Cathryn Horner, Director, Department of Purchasing and Contracting Date: _____
 P&C Rev. 12/13/2018

Print Form



Department of Purchasing and Contracting NON-COMPETITIVE PROCUREMENT REQUEST FORM

Requesting Department: Police Services
 Department Contact Person: Lt P.C. Albritton Telephone: 470-421-4307
 Email: pcalbritton@dekalbcountyga.gov

Requisition Number: 963061 Suggested Supplier: Bryant Safety and Security
 Estimated Amount of Purchase: \$ 9,542.75
 Detailed Description of the Goods or Services to be purchased: Emergency security services required per contract agreement; contracted security provider unable to provide staffing/services

Emergency (For Emergency Requests, Please check this box and answer all questions below.)

1. Date and Time of Emergency Occurrence: February 2022
2. Please state the nature of the emergency posing a risk to public health, welfare, safety or resources:
The County was required to have onsite security services for warming centers and COVID vaccine site(s) per contract agreements. The County's contracted security company was not able to staff all dates and times resulting in the need to seek emergency security services.
3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation):
Multiple security companies were contacted, many were not able to provide staffing, those who could provided quotes and selected company was the only one available in market.

Sole Source (Please check box and answer all of the following completely.)

1. Provide an explanation why the product, service or supplier requested is the only method that can satisfy the requirements. Please explain why alternatives are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. (Attach additional documents, if necessary):
2. Will this purchase obligate us to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?) Explain in detail.
3. Explain the impact to the County or Public if this request is not approved.

I hereby request that this non-competitive procurement request be approved for the purchase of the above stated work, material, equipment, commodity, or service.

Department Director (Typed/Printed Name): Mirtha Ramas Signature: [Signature] Date: 5/18/22

Do Not Write Below – for the Department of Purchasing and Contracting Use Only

Procurement Agent (Typed/Printed Name) Jennifer Schofield Signature: Jennifer Schofield Date: 5.18.2022

Procurement Manager (Typed/Printed Name) Delois Robinson Signature: Delois Robinson Date: May 18, 2022

Approved Not Approved

Signature: Cathryn Horner, Director, Department of Purchasing and Contracting Date: _____









Emergency Security Guard Services - Bryant

Final Audit Report

2022-05-18

Created:	2022-05-18
By:	Jennifer Schofield (jjschofield@dekalbcountyga.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAM-z5Gg1wrLEIGCvSVZQfQflhLz5G31Qt

"Emergency Security Guard Services - Bryant" History

-  Document created by Jennifer Schofield (jjschofield@dekalbcountyga.gov)
2022-05-18 - 5:54:07 PM GMT- IP address: 50.237.148.4
-  Document emailed to Delois Robinson (drobinson@dekalbcountyga.gov) for signature
2022-05-18 - 5:56:40 PM GMT
-  Email viewed by Delois Robinson (drobinson@dekalbcountyga.gov)
2022-05-18 - 6:09:53 PM GMT- IP address: 104.47.65.254
-  Document e-signed by Delois Robinson (drobinson@dekalbcountyga.gov)
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2022-05-18 - 6:10:45 PM GMT
-  Email viewed by Cathryn Horner (cghorner@dekalbcountyga.gov)
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-  Document e-signed by Cathryn Horner (cghorner@dekalbcountyga.gov)
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-  Agreement completed.
2022-05-18 - 6:46:12 PM GMT