



**Report to the  
Business Administration Committee**

**Recommendation to Award a Contract  
for the Unarmed Security Guard Services  
at  
Ronald Reagan Washington National Airport**

**October 2015**

## **PURPOSE**

Staff requests that the Business Administration Committee approve and recommend to the Board of Directors that the Airports Authority enter into a contract with New Horizon Security Services, Inc. of Manassas, Virginia, for Unarmed Security Guard Services at Ronald Reagan Washington National Airport for a maximum five-year term, in the amount of \$8,701,919.40, effective January 1, 2016.

## **BACKGROUND**

Transportation Security Administration Regulations and Directives require an airport operator control access to certain parts of its facility.

Access to these locations is controlled by ID card readers and unarmed security guards supported by the Airports Authority Police. Access points include, but are not limited to: airfield gates, loading docks and pedestrian doorways.

In addition, unarmed security guards supported by the Airports Authority Police patrol the Airport to ensure people in the secured areas have valid Airport Identification.

## **BACKGROUND (cont.)**

The current contract is with Master Security, Inc. of Hunt Valley, Maryland, a 100% LDBE company. The contract commenced on November 1, 2010, and will expire on October 31, 2015. A two-month extension of the current contract has been exercised to align with the new contract start date of January 1, 2016.

## **DISCUSSION**

The Business Administration Committee concurred with the pre-solicitations terms on April 15, 2015, using the Best Value procurement process.

Solicitation was issued on May 29, 2015.

Fourteen proposals were received and each proposal was evaluated by the Technical Evaluation Committee (TEC).

The initial evaluation determined two firms met the acceptable criteria and a third firm was rated marginal.

## **DISCUSSION (cont.)**

The TEC held oral interviews for three firms on August 27, 2015, and concluded that New Horizon Security Services, Inc. was the most technically qualified firm.

The contract will be for a three-year base period with one two-year option period.

The base period value is \$5,221,151.64 and the two-year option period priced at \$3,480,767.76.

The contract will include the minimum living wage rate of \$13.64 per hour.

The contract has a 100% LDBE participation requirement.

## **RECOMMENDATION**

Staff requests that the Business Administration Committee approve and recommend that the Board of Directors approve the award of the Unarmed Security Guard Services contract at Ronald Reagan Washington National Airport to New Horizon Security Services, Inc. effective January 1, 2016. The five-year value of this contract is \$8,701,919.40.



Ronald Reagan Washington National Airport



Dulles Corridor Metrorail Project



Dulles Toll Road



Washington Dulles International Airport



METROPOLITAN WASHINGTON  
AIRPORTS AUTHORITY



## Proposed Resolution

### Selecting a Firm to Provide Unarmed Security Guard Services at Ronald Reagan Washington National Airport

WHEREAS, The Transportation Security Administration Regulations and Directives require airport operators to control access to certain parts of their facility;

WHEREAS, The contract for unarmed security guard services at Ronald Reagan Washington National Airport (Reagan National), scheduled to expire October 31, 2015, was extended two months to align with the anticipated new contract start date of January 1, 2016;

WHEREAS, The Business Administration Committee concurred in the issuance of a Request for Proposals for these services at its April 15, 2015, meeting;

WHEREAS, A Technical Evaluation Committee reviewed the competing proposals submitted in response to a Request for Proposals, and recommended the selection of New Horizon Security Services, Inc. of Manassas, Virginia, for a three-year contract with one two-year extension option to provide unarmed security guard services at Reagan National at a cost of approximately \$8,702,000 over the maximum five-year term ; and

WHEREAS, The Business Administration Committee is satisfied with results of the competitive procurement process, as presented at its October 21, 2015, meeting; now, therefore, be it

RESOLVED, That the President and Chief Executive Officer is authorized and directed to enter into a three-year contract with one two-year extension option with New Horizon Security Services, Inc., for the provision of unarmed security guard services at Reagan National, consistent with the terms presented to the Business Administration Committee at its October 21, 2015 meeting.

*For Consideration by the Business Administration Committee and  
Board of Directors on October 21, 2015*