

## Agenda Report

DATE: DECEMBER 13, 2010

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: EXTENSION OF CONTRACT WITH INTER-CON SECURITY SYSTEMS, INC. FOR UP TO THREE MONTHS FOR SECURITY AT PARKS, CITY YARDS AND PARKING STRUCTURES FOR A NOT-TO-EXCEED AMOUNT OF \$60,000

### **RECOMMENDATION:**

It is recommended that the City Council:

- 1) Find that the extension of contract number 18,970-2 with Inter-Con Security Systems, Inc. is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b) (3); and
- 2) Authorize the City Manager to extend contract number 18,970-2 with Inter-Con Security Systems, Inc. on a month-to-month basis for a maximum of three months and not-to-exceed amount of \$60,000.

### **BACKGROUND:**

The City has an on-going need for security services at various City facilities, including parks, the City Yards and parking structures. In August 2005, a request for proposals (RFP) was advertised and sent to security firms in the Southern California area. On September 8, 2005, four bids were received in the City Clerk's office.

The proposals were evaluated based on the RFP criteria, and Inter-Con Security Systems, Inc. was determined to be the most qualified firm. In January 2006, the City entered into contract number 18,970 with Inter-Con Security Systems, Inc. The term of the contract was for three years with two optional one-year extensions, at an annual amount not to exceed \$414,275. The City has exhausted all extensions and the contract will expire December 31, 2010.

Currently, Inter-Con Security Systems, Inc. provides security services at the City Yards, parks, and the Holly Street Parking Structure. These services include, but are not limited to: patrolling City buildings and parks, monitoring and setting security alarms, protecting city employees and equipment from harm, securing and unlocking City parks and restrooms, and immediately responding to and/or reporting suspicious activity to City staff and law enforcement, when necessary. This security firm also provides vacation and sick coverage for the City's Security Rangers.

The expiring contract provided a fixed-price per hour over the past five years. Since the contract's first year, 2006, the City's Living Wage Rate has increased by approximately 11%. While negotiating a new rate for this extension, the City negotiated an 8% increase to the original price of \$15.64. The new rate for the contract extension is \$17.00 per hour which results in an increase of only \$1.36 per hour. The net increase to the City's budget will be approximately \$1,500.00 per month. Under this contract extension, Inter-Con will continue to provide these services on a month-to-month without interruption.

Due to the need to provide more detailed job specifications and the time required to prepare detailed bid specifications, staff will not be able to complete the bid award prior to December 31, 2010. Currently, staff is advertising for security services with bid opening scheduled for January 2010. Contract award by the City Council is prepared for February 2011, with the contractor beginning services in the city by April 2011.

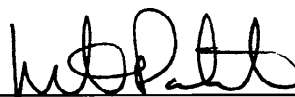
**ENVIRONMENTAL ANALYSIS:**

The project has been reviewed for compliance with the California Environmental Quality Act (CEQA) and is exempt per Section 15061 (b) (3). The project is covered by the general rule that CEQA only applies to projects that have the potential for causing a significant effect on the environment. The proposed project is the continuation of an existing contract for security services at the City Yards, parks and the Holly Street Parking Structure. The security services will not result in any significant effect on the environment.

**FISCAL IMPACT:**

The three month extension of the contract will result in a \$1,500 per month/\$4,500 total increase for the extension period. Sufficient funding for this security contract is available in the operating budget of the Public Works Department's Security Ranger Program (502 – 766500).

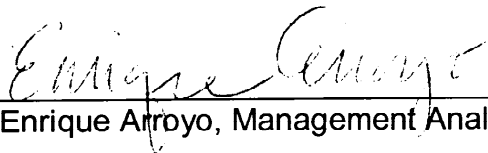
Respectfully submitted,



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MARTIN PASTUCHA  
Director  
Department of Public Works

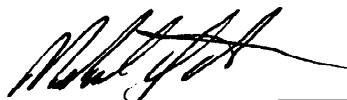
Prepared by:



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Enrique Arroyo, Management Analyst

Approved by:



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MICHAEL J. BECK  
City Manager