



# City Council Memorandum

City of Arts & Innovation

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**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: DECEMBER 17, 2019**

**FROM: OFFICE OF HOMELESS SOLUTIONS      WARDS: ALL**

**SUBJECT: MEASURE Z - AGREEMENT FOR UNARMED SECURITY GUARD SERVICES AT THE HULEN PLACE PROPERTIES WITH POWER SECURITY GROUP INC. FOR A ONE YEAR TERM IN THE AMOUNT \$94,080 – REQUEST FOR PROPOSALS NO. 7651**

**ISSUE:**

Approve an Agreement for Unarmed Security Guard Services at the Hulen Place Homeless Properties with Power Security Group Inc. of Corona, CA for \$94,080 for a one year term.

**RECOMMENDATIONS:**

That the City Council:

1. Approve an Agreement for Unarmed Security Guard Services with Power Security Group Inc. for security guard services in the amount of \$94,080 for a one year term, with an option to renew for one additional year; and
2. Authorize the City Manager, or his designee, to execute the Agreement for Unarmed Security Guard Services with Power Security Group Inc. for security guard services, including making minor and non-substantive changes, and to exercise any options to extend the agreement subject to the availability of funding.

**BACKGROUND:**

Since 2005, the City, in partnership with a broad range of non-profit organizations, social service agencies, and faith-based organizations have worked together to operate and program the Hulen Place Campus. The Campus provides a centralized environment to provide an array of housing and supportive services designed to assist homeless individuals and families to address their issues and achieve housing stability. The campus offers a coordinated system of care that includes strategic outreach, crisis intervention, interim housing, rapid re-housing, homeless prevention resources and coordinated case management. A central theme of the Campus is a collaborative focus on nationally acclaimed best practice strategies and is administered consistent with the City's adopted Housing First Plan and other rapid re-housing approaches.

**DISCUSSION:**

To provide ongoing security guard services at the Homeless Service Campus and ensure the safety of staff and guests, the Office of Homeless Solutions issued a Request for Proposals (RFP) No. 7651. The City received 14 responses and identified Power Security Group Inc. as the most responsive organization. Power Security Group Inc. will provide an unarmed security guard services at the Hulen Place Campus and the parking lot located at 1919 Massachusetts Avenue on a daily basis from 7:30 a.m. to 9:30 p.m. to ensure the safety of staff and guests. The security guard will also report to City staff drop offs that are made in the area from other communities to be addressed.

The proposed cost for one year of security guard services is \$94,080. The Agreement term provides the ability to extend the contract for one additional year.

The Purchasing Manager concurs that the recommendation to award complies with the City's Purchasing Resolution 23256.

**FISCAL IMPACT:**

Funding in the amount of \$94,080 for security guard services is available in the previously approved but unallocated Measure Z – Homeless Services Account No. 8002001-421000.

Prepared by: Michelle Davis, Housing Authority Manager  
Certified as to  
availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer  
Approved by: Moises Lopez, Deputy City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Attachment Agreement for Unarmed Security Guard Services