



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: JUNE 12, 2018

FROM: GENERAL SERVICES DEPARTMENT WARDS: ALL

SUBJECT: FOURTH AMENDMENT TO AGREEMENT FOR UNARMED SECURITY GUARD SERVICES AT VARIOUS CITY FACILITIES WITH UNIVERSAL PROTECTION SERVICE, LP FOR AN ADDITIONAL ONE YEAR TERM THROUGH JUNE 30, 2019 IN THE AMOUNT OF \$696,419.72 FOR A REVISED CONTRACT AMOUNT OF \$2,717,514.01; PLUS A 15% CHANGE ORDER AUTHORITY IN THE AMOUNT OF \$104,462.95 FOR A TOTAL CONTRACT AMOUNT OF \$2,821,976.96

ISSUES:

Approve the Fourth Amendment to Agreement for Unarmed Security Guard Services at Various City Facilities with Universal Protection Service, LP for an additional one year term through June 30, 2019 in the amount of \$696,419.72 for a revised contract amount of \$2,717,514.01; and authorize a 15% or \$104,462.95 change order authority for unforeseen service needs for a total contract amount of \$2,821,976.96.

RECOMMENDATIONS:

That the City Council:

1. Approve the Fourth Amendment to Agreement for Unarmed Security Guard Services at Various City Facilities with Universal Protection Service, LP in the amount of \$696,419.72 for an additional one year term through June 30, 2019, for a revised contract amount of \$2,717,514.01;
2. Authorize 15% change order authority in the amount of \$104,462.95 for unforeseen changes in service to include, but not limited to requests to increase service frequency, add new City facilities, or provide special or emergency security services, for a total contract amount of \$2,821,976.96; and
3. Authorize the City Manager, or his designee, to execute the Fourth Amendment to Agreement for Unarmed Security Guard Services at Various City Facilities with Universal Protection Service, LP including making minor and non-substantive changes.

BACKGROUND:

The General Services Department is responsible for unarmed security guard services at multiple City facilities.

On August 11, 2015, the City Council approved the Agreement for Unarmed Security Guard Services at Various City Facilities (Agreement) with Guardsmark, LLC for daytime security guard services at City Hall, Public Utilities Orange Square, Public Utilities Resource Center, Main Library, Eastside Library, Arlanza Library, the Riverside Metropolitan Museum, and after-hours services at the Corporation Yard and the Water Quality Control Plant, for a three year term in the amount of \$1,367,565, plus \$100,000 change order authority for a total contract amount of \$1,467,565. This approval included authorizing the City Manager, or his designee, to execute up to three one-year extensions of the agreement depending upon satisfactory contractor performance.

Guardsmark, LLC was subsequently acquired by Universal Protection Service, LP. On February 23, 2016, the City Council approved a First Amendment to the Agreement assigning all rights and obligations from Guardsmark GP under the original agreement to Universal Protection Service, LP ("Universal") without changes to the value or length of service.

On September 27, 2016, the City of Riverside (City) and Universal entered into a Second Amendment to add additional facilities and modify service at other facilities. There was no change in compensation or any other terms associated with the Second Amendment.

On May 9, 2017, the City Council approved a Third Amendment to modify and/or add services at City facilities, and increased compensation in the amount of \$289,908.30, for a revised contract amount of \$1,757,473.30 with a 15% change order authority in the amount of \$263,620.99.

DISCUSSION:

The initial three year term of the Agreement will expire on June 30, 2018. The City is satisfied with the performance of Universal and recommends extending the Agreement for an additional one year term covering July 1, 2018 through June 30, 2019, at a cost of \$696,419.72. This amount includes hourly personnel rate increases, as follows:

Billed Hourly Overtime Rate 2017/2018		Billed Hourly Overtime Rate 2018/2019	
\$24.59		\$27.00	

2017/18 Actual Hourly Pay Rates		2018/19 Actual Hourly Pay Rates	
Security Professional	\$ 10.50	Security Professional	\$ 11.50
Supervisor	\$ 12.00	Supervisor	\$ 13.00

Compensation

The following table depicts costs of the Agreement under the current and amended terms.

CONTRACT TERMS AUGUST 11, 2015 TO JUNE 30, 2019	
Original Contract Amount (incl. \$100,000 Change Order Authority)	\$1,467,565.00
Third Amendment for Additional Funds (\$289,908.30) plus 15% Change Order Authority (\$263,620.99) through 6/30/2018	\$553,529.29
Fourth Amendment to extend term from 7/1/2018 – 6/30/2019 (\$696,419.72) plus 15% Change Order Authority (\$104,462.95)	\$800,882.67
• Total Compensation	\$2,821,976.96

FISCAL IMPACT:

The fiscal impact of this action is \$696,419.72 plus a 15% change order authority in the amount of \$104,462.95 for unarmed security guard services from July 1, 2018 through June 30, 2019. Sufficient funds are included in the FY 2018-20 budget in the following accounts for unarmed security guard services.

Department	Account Number	Account Description
General Services	7222100-421000	City Hall Occupancy – Professional Services
	2215000-421000	Building Services – Professional Services
Public Works	982132203-44030106	WQCP Plant – Outside Services
	4125200-421000	Sewer Treatment – Professional Services
	4130100-421000	Solid Waste – Professional Services
Parks and Recreation	5200000-421000	Parks Admin – Professional Services
	5215000-421001	Parks Division – Professional Services
Library	5135000000-42100000	Neighborhood Services – Professional Services
Public Utilities	6015009230-42100006	Admin/Customer Service - Professional Services
	6100009230-42100006	Electric Operations – Professional Services
	6105009230-42100006	Electric Field Ops – Professional Services
	6205009230-42100006	Water Field Ops – Professional Services
Museum	5305000-421000	Administration – Professional Services
	0000720-225720	Grier Pavilion security deposit account

Prepared by: Carl Carey, General Services Director
 Certified as to
 availability of funds: Adam Raymond, Chief Financial Officer/City Treasurer
 Approved by: Marianna Marysheva, Assistant City Manager
 Approved as to form: Gary G. Geuss, City Attorney

Attachment: Fourth Amendment to Agreement for Unarmed Security Services