



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: AUGUST 18, 2020

FROM: GENERAL SERVICES DEPARTMENT WARDS: ALL

SUBJECT: SIXTH AMENDMENT TO AGREEMENT FOR UNARMED SECURITY SERVICES AT VARIOUS CITY FACILITIES WITH UNIVERSAL PROTECTION SERVICE, LP DOING BUSINESS AS UNIVERSAL PROTECTION SERVICES FOR AN ADDITIONAL ONE YEAR TERM FROM JULY 1, 2020 THROUGH JUNE 30, 2021 IN THE AMOUNT OF \$926,096.50; PLUS A 15% CHANGE ORDER AUTHORITY OF \$138,914.48 FOR A REVISED CONTRACT AMOUNT OF \$4,805,023.31

ISSUES:

Approve the Sixth Amendment to Agreement for Unarmed Security Officer Services at Various City Facilities with Universal Protection Service, LP dba Allied Universal Security Services for an additional one year term from July 1, 2020 through June 30, 2020 in the amount of \$926,096.50; and authorize a 15% change order authority in the amount of \$138,914.48 for unforeseen service needs and to add facilities as necessary, for a total revised contract amount of \$4,805,023.31.

RECOMMENDATIONS:

That the City Council:

1. Approve the Sixth Amendment to Agreement for Unarmed Security Officer Services at Various City Facilities with Universal Security Services in the amount of \$926,096.50 for an additional one year term from July 1, 2020 through June 30, 2021, for a total revised contract amount of \$4,805,023.31;
2. Authorize 15% change order authority in the amount of \$138,914.48 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; and
3. Authorize the City Manager, or designee, to execute the Sixth Amendment to Agreement for Unarmed Security Officer Services at Various City Facilities with Universal Security Services including making minor and non-substantive changes.

BACKGROUND:

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

On August 11, 2015, the City Council approved the Agreement for Unarmed Security Officer Services at Various City Facilities (Agreement) with Guardsmark, LLC for daytime security officer 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 \$1,367,655, plus \$100,000 change order authority for a total contract amount of \$1,467,655. 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, a subsidiary of Guardsmark, LLC, 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 Council approved 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 \$1,757,563.30 with a 15% change order authority in the amount of \$263,634.50, for a total contract amount of \$2,021,197.80.

On June 12, 2018, the City Council approved a Fourth Amendment to extend services for one year at City facilities in the amount of \$696,419.72, for a revised contract amount of \$2,717,514.01 with a 15% change order authority in the amount of \$104,462.96, for a total contract amount of \$2,822,080.47.

On July 2, 2019, the City Council Approved the Fifth Amendment to Agreement for Unarmed Security Officer Services at Various City Facilities with Universal Protection Service, LP dba Allied Universal Security Services for an additional one year term through June 30, 2020 in the amount of \$798,201.62 for a revised contract amount of \$3,620,178.58; plus a 15% change order authority in the amount of \$119,730.24 for a total contract amount of \$3,740,012.34.

DISCUSSION:

The Fifth Amendment of the Agreement will expire on June 30, 2020. The City is satisfied with Allied Universal Security Services performance and recommends extending the Agreement for an additional one year term covering July 1, 2020, through June 30, 2021, at the cost of \$926,096.50. Universal has agreed to no rate increases for the period from July 1, 2020, through December 31, 2020. Due to the minimum wage increase required by the California Department of Industrial Relations, there will be a 6.5% increase from January 1, 2021, to June 30, 2021.

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

| Agreement | Term | Base/Revised Cost | Change Order | Total Contract Amt |
|---|--------------------------|-------------------|--------------|--------------------|
| Original Contract | 08/11/2015 to 06/30/2018 | \$1,367,655.00 | \$100,000.00 | \$1,467,655.00 |
| 2 nd Amendment Name Change from Guardsmark to Universal Protection | 08/11/2015 to 06/30/2018 | NA | NA | NA |
| 3 rd Amendment | 08/11/2015 to 06/30/2018 | \$ 289,908.30 | \$263,634.50 | \$2,021,197.80 |
| 4 th Amendment | 07/01/2018 to 06/30/2019 | \$ 696,419.72 | \$104,462.96 | \$2,822,080.47 |
| 5 th Amendment | 07/01/2019 to 06/30/2020 | \$ 798,201.62 | \$119,730.24 | \$3,740,012.34 |
| 6 th Amendment | 07/01/2020 to 06/30/2021 | \$ 926,096.50 | \$138,914.48 | \$4,805,023.31 |

The Purchasing Manager concurs that this purchase is in compliance with Purchasing Resolution No. 23256.

FISCAL IMPACT:

The fiscal impact of this action is \$926,096.50 plus a 15% change order authority in the amount of \$138,914.48 for a total amount of \$1,065,010.98 for unarmed security officer services from July 1, 2019 through June 30, 2020. Sufficient funds are included in the FY 2020-21 budget in the following accounts for unarmed security officer services.

| Account Number | Department-Divisions | Dollar Amount |
|--------------------|--|---------------------|
| 2210000-421000 | General Services Building Services | \$ 4,917.02 |
| 2215000-421000 | General Services Fleet | \$ 20,749.46 |
| 3510000-421000 | Fire Operations | \$ 4,917.02 |
| 4110100-421000 | Public Works Streets | \$ 4,917.02 |
| 4110300-421000 | Public Works Storm Drains | \$ 4,917.02 |
| 4110400-421000 | Public Works Streets | \$ 5,802.07 |
| 4130100-421000 | Public Works Solid Waste | \$ 24,585.04 |
| 5135000400-4210000 | Library Neighborhood Services | \$165,866.91 |
| 5205000-421000 | Park & Rec Administration Internal | \$ 55,115.43 |
| 5200200-421000 | Park & Rec Special Trans | \$ 4,917.02 |
| 5215000-421000 | Park & Rec Parks Internal | \$ 4,917.02 |
| 6000019230-4210000 | Public Utilities Admin Bldg. Occupancy | \$173,760.00 |
| 6015009230-4210000 | Public Utilities Customer Service | \$123,178.28 |
| 6100009230-4210006 | Public Utilities Electric Operations | \$ 29,502.05 |
| 6105009230-4210006 | Public Utilities Water Field Operation | \$ 29,502.05 |
| 6205009230-4210006 | Public Utilities Water Operations | \$ 19,340.45 |
| 6400000-421000 | Public Utilities Central Stores | \$ 4,917.01 |
| 7222100-421000 | City Hall Occupancy | \$118,310.63 |
| 8004002-421000 | MZ40 Library Security | \$125,965.00 |
| | | \$926,096.50 |

Prepared by: Carl Carey, General Services Director
 Certified as to availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer
 Approved by: Moises Lopez, Deputy City Manager
 Approved as to form: Gary G. Geuss, City Attorney

Attachment: Sixth (6) Amendment to Agreement for Unarmed Security Services