



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: AUGUST 11, 2026**

FROM: PUBLIC WORKS DEPARTMENT **WARD: 3**

SUBJECT: SECOND AMENDMENT TO SERVICES AGREEMENT WITH BEST ALARM COMPANY, INC., OF MORENO VALLEY, CALIFORNIA FOR CITY OF RIVERSIDE REGIONAL WATER QUALITY CONTROL PLANT MOBILE SECURITY CAMERA UNITS (RFP NO. 2295) TO EXTEND THE AGREEMENT FOR THE TERM OF JUNE 1, 2026 THROUGH MAY 31, 2027, IN THE AMOUNT OF \$17,820 PER MONTH FOR A TOTAL NOT-TO-EXCEED CONTRACT AMOUNT OF \$643,520, WITH A TOTAL SUPPLEMENTAL APPROPRIATION AMOUNT OF \$185,000

ISSUE:

Consider approving the Second Amendment to Services Agreements with Best Alarm Company, Inc., of Moreno Valley, California for City of Riverside Regional Water Quality Control Plant mobile Security Camera Units (RFP No. 2295) to extend the agreement for the term of June 1, 2026 through May 31, 2027, in the amount of \$17,820 per month, for a total not-to-exceed contract amount of \$643,520, with a total supplemental appropriation amount of \$185,000.

RECOMMENDATIONS:

That the City Council:

1. Approve the Second Amendment to Services Agreements with Best Alarm Company, Inc., of Moreno Valley, California for City of Riverside Regional Water Quality Control Plant mobile Security Camera Units (RFP No. 2295) to extend the agreement for the term of June 1, 2026 through May 31, 2027, in the amount of \$17,820 per month, \$213,840 over the one-year extension term, for a total cumulative contract amount of \$643,520;
2. With at least five affirmative votes, authorize the Chief Financial Officer, or designee, to record a supplemental appropriation in the amount of \$185,000 in the Sewer Fund, Security System Upgrade-Phase III project expenditure account from available working capital; and
3. Authorize the City Manager, or designee, to execute the Second Amendment with Best Alarm Company, Inc., including making minor and non-substantive changes.

BACKGROUND:

The City of Riverside Public Works Department, Wastewater Division, is responsible for collecting, conveying, and treating wastewater for over 93,000 customers within City limits. The facilities consist of over 850 miles of gravity sewers, 400 miles of City laterals, 20 wastewater lift stations, and 16,500 sewer manholes. In addition, under the agreements with the City, the RWQCP

provides wastewater treatment for Edgemont, Jurupa, and Rubidoux Community Services Districts, and the unincorporated community of Highgrove.

The Riverside Regional Water Quality Control Plant (RWQCP) is located on over 100 acres of land adjacent to the Santa Ana River and has the capacity to treat 46 million gallons of sewage daily. It has full perimeter fencing consists of an 8-foot-high steel fence and two access rolling security entrance gates, and partial perimeter lighting. Both gates are equipped with a security card reader and call-in button combination stanchion.

Over the last few years, the RWQCP has been experiencing perimeter fencing breaches, resulting in unauthorized individuals roaming the plant grounds, intrusion into process buildings, and vandalism of City property. The plant operates 24 hours per day, and these incidents have impacted safety and operations during the evening and nighttime hours as most of the breaches occurred during these times.

Several projects were implemented to improve RWQCP staff's safety and security in recent years:

- Security guard at nighttime – Daily patrol of the RWQCP by the security guard from 7 PM to 5 AM.
- Parking lot cameras – The installation of two new cameras in the Project Management Facility's (PMF) parking lot and three new cameras in the Administration parking lot. In addition, replacement of the previously cameras installed Administration building and Collection building.
- Perimeter security fence rehabilitation – Replacement of the chain-link fence on the east side of the RWQCP with a black steel fence to match the rest of the Plant and filled in the gaps between the bottom of existing fence and the ground by constructing concrete block and AC paving on the north side of the fence against bike trail.
- New access control system – Installation of a proximity card reader, door position switch, Request to Exit (REX) switch, and electrified locking door hardware at two administration building perimeter doors (front lobby and rear employee entrances), and at PMF front door.
- A 30-day pilot of mobile security camera units to supplement perimeter security to focus on sections that had been previously breached.

The RWQCP Management Team also enforced security awareness by implementing several administrative Directives:

- RWQCP Employee Communication Procedures – define the communications requirements when employees work on and off-site during off-shift hours.
- Accessing Bike Trail and Santa Ana River Directive – advise RWQCP personnel requiring access to the Bike Trail or Santa Ana River must first secure the Manager or Deputy Director's permission before leaving the facility.
- Golf Cart Security – have all golf cart keys removed and stored inside the Administration Building after every use.

On December 12, 2023, City Council awarded a contract and agreement with Best Alarm Company, Inc., of Moreno Valley, California, for the lease/monitoring services of the mobile security camera units at the Riverside Regional Water Quality Control Plant. The Security guard service at nighttime was terminated when the contract started with Best Alarm Company, Inc. On June 16, 2025, the First Amendment to the agreement with Best Alarm Company Inc. was executed and the contract was subsequently extended through May 30, 2026.

DISCUSSION:

The Security Assessment Study (attachment #1) provided recommendations for future Capital Improvement Program (CIP) projects to close the gap between the current and desired security conditions. Based on the study, there are several crucial security measures that the RWQCP should address to improve safety for RWQCP operations. Site perimeter security is the first line of defense for the RWQCP. Installing a permanent CCTV system around the perimeter of the RWQCP is recommended as a top priority. With evolving camera technologies and heightened cyber-security, implementing such a complicated system can be costly and should be designed appropriately to ensure the appropriate platforms are employed. As an interim solution, deployment of a temporary system to meet the immediate security needs of the RWQCP was implemented.

During the two years of the placement of temporary mobile security camera units, the perimeter fencing breaches have significantly decreased. However, more time is needed for the RWQCP to research for the permanent and appropriate security platforms. The Second Amendment to the existing agreement is required due to the expiration of the First Amendment. Extending the contract would allow Best Alarm Company Inc. to continue providing monitoring services to deter the intrusion and vandalism of City property and further protect the safety of City staff and operations.

Purchasing Overview

The original Service Agreement was approved by City Council in accordance with Purchasing Resolution 24101, Section 508 which states, “(c) Contracts procured through Formal Procurement for Services or Professional Services, where a Request for Proposals or Request for Qualifications was used to solicit Bids, shall be awarded by the Awarding Entity in accordance with the evaluation criteria set forth in the Request for Proposals or Request for Qualifications, except that a local Proposer may be given preference pursuant to Section 704 “Preference Policy”, where the difference in price proposal between the local Proposal and the lowest price proposal does not exceed five percent (5%) of the lowest price proposal.”

This second amendment is pursuant to Purchasing Resolution 24101, Section 1104 “Change Orders”, which states, “Modification to a Purchase Order shall be made only by Change Order. Subject to the availability of funds, Change Orders may be utilized for purposes of (5) modifying contract completion time or the term of a Contract. Unless otherwise specifically authorized by the Awarding Entity, Change Orders which cumulatively exceed the following will require Awarding Entity approval...(c) 10% of the original contract price for Contracts and/or Purchase Orders previously approved by the Awarding Entity and the total Change Order amount will not exceed \$150,000. (d) A Contract amendment which extends the term of the agreement beyond one year of the original expiration date.

The Purchasing Manager concurs that the recommended action is compliant with Purchasing Resolution 24101.

FISCAL IMPACT:

The total fiscal impact of the action is \$213,840 over the one-year extension term. Upon City Council approval, a supplemental appropriation of \$185,000 will be recorded in the Sewer Fund Security System Upgrade-Phase III account 9922123-440301 to award the service agreement. The Sewer Fund has sufficient working capital to accommodate this supplemental appropriation.

Prepared by:	Elaine Radke, Senior Engineer
Approved by:	Nathan Mustafa, Public Works Director
Certified as to availability of funds:	Julie Nemes, Finance Director
Approved by:	Kris Martinez, Assistant City Manager
Approved as to form:	James Johnson, City Attorney

Attachments:

1. Security assessment study
2. Second Amendment to Services Agreement