



THE CITY OF SAN DIEGO

Report to the City Council

DATE ISSUED: February 27, 2017 REPORT NO. 17-017  
ATTENTION: Honorable Council President Myrtle Cole and Members of the City Council  
SUBJECT: Amendment to Security Services Contract Agreement No. 4600002003

REQUESTED ACTION:

1. Authorize the Mayor, or his designee, to execute, for and on behalf of the City, a first amendment of that agreement with Locator Services, Inc. dba Able Patrol & Guard, which was approved by Resolution No. R-308850, for the purpose of increasing the compensation limits to a not to exceed cost (including living wage increases) of: \$2,759,125 for the fourth option year, and \$2,522,072 for the fifth option year, resulting in a total not to exceed cost of \$11,229,024 for the entire term of that agreement, and otherwise modify that agreement pursuant to the terms and conditions contained in that first amendment; all other terms and conditions of that agreement remain unchanged; and
2. Authorize the Chief Financial officer to expend the following amounts for the provision of security guard services pursuant to that first amendment of that agreement with Locator Services, Inc. dba Able Patrol & Guard, which was approved by Resolution No. R-308850, up to: \$2,759,125 for Fiscal Year 2017 (fourth option year), and \$2,522,072 for Fiscal Year 2018 (fifth option year), from Fund Numbers 100000, 200308, 700036, and 200300, for a total not to exceed amount of \$11,229,024 for the entire term of that agreement, reflecting a net total increase to the not to exceed amount for Fiscal Year 2017 of \$690,983 from Fund Number 100000, and a net total increase to the not to exceed amount for Fiscal Year 2018 of \$420,840 from Fund Number 100000, contingent upon the adoption of the Annual Appropriations Ordinance for the applicable fiscal year and contingent upon the Chief Financial Officer furnishing certification that the funds necessary for expenditure are, or will be, on deposit with the City Treasurer..

STAFF RECOMMENDATION:

Approve the resolution.

EXECUTIVE SUMMARY OF ITEM BACKGROUND:

On December 17, 2013, the City Council approved the award recommendation for Bid No. 10028480-13-Q- Security Guard Services at Various City Sites. Upon passage of Resolution Number R-308850 on March 25, 2014, a contract was entered with the selected contractor, Locator Services, Inc. dba Able Patrol & Guard (Able Patrol). The initial contract amount is for a not to exceed amount of \$1,766,816 for the first year. (\$1,189,020 from Fund No. 100000; \$129,153 from Fund No. 200308; \$194,172 from Fund No. 700036; and \$254,471 from Fund No. 200300), with four (4) one-year renewal options adjusted for living wage for a five year total of \$10,180,426 over the life of the contract.

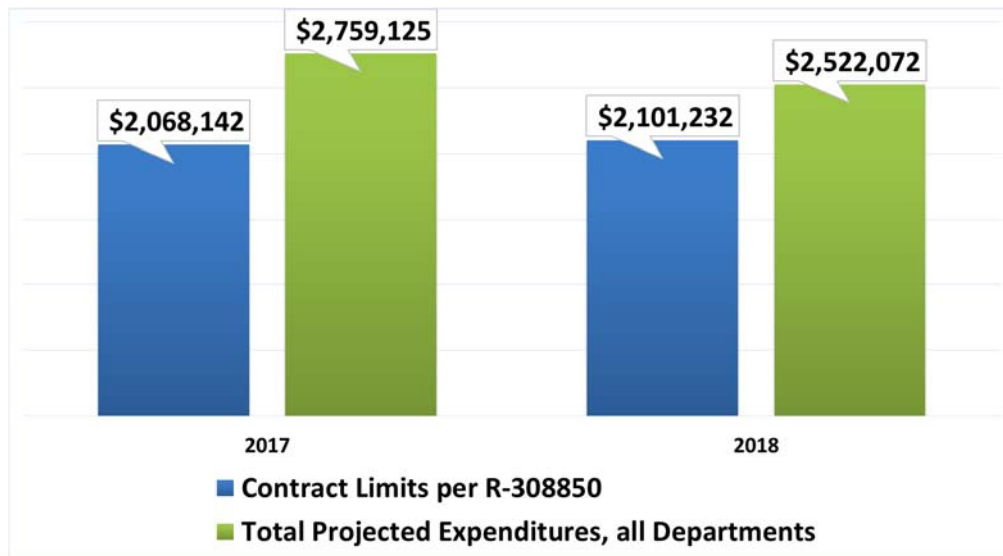
The Library Department has the largest share of the contract which authorized security services at Central Library and its 35 Library branches for an amount of \$645,965 in FY 2014 (baseline year). Since the original authorization of the contract, additional guards and extended hours to support Library operations were necessary resulting in increases in Library expenditures on security services beyond the Library's allocation. To meet this increased need, the Library has been able to utilize unused funds available from other departments whose share is also provided by the General Fund (Fund 100000), while remaining below the contract overall limit. However, the Library Department forecasts security services expenditures for FY2017 to be in the amount of \$1,583,607, and for FY2018 in the amount of \$1,327,746 (pending approval in the FY2018 budget). These expenditures, in combination with planned expenditures incurred by other departments covered by this contract, would result in exceedance of the contract limit by \$690,983 and \$420,840 for each fiscal year, respectively. The amendment is to increase the City-wide contract limit for security services primarily at Library branches and Central Library to accommodate extended hours, address increased public safety incidents and special events occurring in and around the downtown Central Library.

As of January 2016, 13 of the 35 Library Branches include Sunday hours in their schedule. As a result, a new security guard schedule was implemented for the second half of FY2016 and used as a basis for FY2017 and FY2018 projections. Additional unanticipated hours were added to select branches with the highest security incidents and to the Central Library during special events, such as baseball games, that impact patron or property safety. Security services are also provided to support special/private events taking place at the Central Library after hours; costs for security guards are cost recoverable by revenue generated via room rentals for special events.

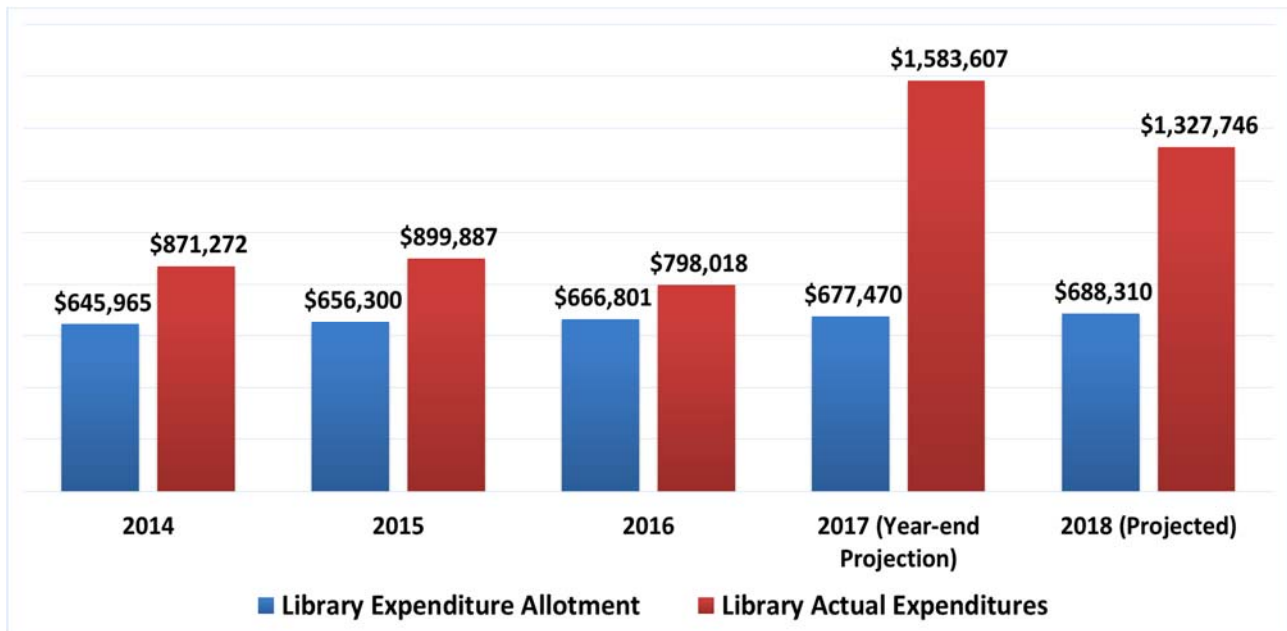
Since FY2014, unused funds by other departments were applied to the Library's allocation under this contract to ensure that the overall contract limit was not exceeded. However, as of FY2016 year-end, the increased costs associated with implementing the new security guard schedule in combination with the costs projected by the other departments under this contract, resulted in a projected excess of the current contract limit. As a result, expenses from FY2016 were carried into FY2017 increasing the projected expense by \$690,983 as reflected in the table below. Additionally, the FY2018 contract limit is requested to be increased by \$420,840.

The following table summarizes the projections for security costs and their impact on this contract:

Fiscal Year	Other Dept. Projected Expense	Library Projected Expense	Contract Limit Per R-308850	Total Projected Expense	Net Increase to Contract Limit
FY2017	\$ 1,175,517	\$ 1,583,607	\$ 2,068,142	\$ 2,759,125	\$ 690,983
FY2018	\$ 1,194,326	\$ 1,327,746	\$ 2,101,232	\$ 2,522,072	\$ 420,840



Expenditure projections for Library security in FY2017 and FY2018 are detailed below:



The increase in the contract limit will allow the Library Department to maintain existing security guard service levels.

CITY STRATEGIC PLAN GOAL(S)/OBJECTIVE(S):

Goal #1: Provide high quality public service

Objective #1: Promote a customer-focused culture that prizes accessible, consistent, and predictable delivery of services

Goal # 2: Work in partnership with all of our communities to achieve safe and livable neighborhoods

Objective #2: Reduce and prevent crime

Objective #4: Foster services that improve quality of life

FISCAL CONSIDERATIONS:

This action is to amend the security services contract by increasing to the annual not-to-exceed amount for FY2017 from \$2,068,142 to \$ 2,759,124, a net increase of \$690,983 for the Library, and for FY2018 from \$2,101,232 to \$2,522,072, a net increase of \$420,840 for the Library. A budget expense adjustment is not requested with this action.

EQUAL OPPORTUNITY CONTRACTING INFORMATION (if applicable):

This action is subject to the City's Equal Opportunity Contracting (San Diego Ordinance No. 18173, Section 22.2701 through 22.2708) and will be subject to the City's Non-Discrimination in Contracting Ordinance (San Diego Municipal Code Sections 22.3501 through 22.3517).

PREVIOUS COUNCIL and/or COMMITTEE ACTIONS:

On December 17, 2013, the City Council approved the initial award recommendation for Bid No. 10028480-13-Q- Security Guard Services at Various City Sites. Resolution Number R-308850 was approved on March 25, 2014, authorizing Agreement No. 460002003. On March 8, 2017, the Amendment to the City Contract Agreement for Security Guard Services at Various Sites (Bid No. 10028480-13-Q) was reviewed by the Budget and Government Efficiency Committee with unanimous support to recommend Council to adopt the resolution and approve the agreement.

COMMUNITY PARTICIPATION AND OUTREACH EFFORTS:

n/a

KEY STAKEHOLDERS AND PROJECTED IMPACTS:

n/a

Respectfully submitted,

Signature on File

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Misty Jones  
Library Department Director

Signature on File

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David Graham  
Deputy Chief Operating Officer

Attachment(s):      1. First Amendment 1442551