



Office of the City Manager

CONSENT CALENDAR
May 28, 2019

To: Honorable Mayor and Members of the City Council
From: Dee-Williams Ridley, City Manager
Submitted by: Henry Oyekanmi, Director Finance
Subject: Contract No. 9821 Amendment: First Alarm & Security Patrol, Inc., dba First Security Services for Citywide Unarmed Security Services

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to increase the not-to-exceed value of Contract No. 9821 by \$365,792 from \$2,784,798 to \$3,150,590. The additional amount is required to fund continued services until October 31, 2019, which corresponds with the projected commencement date of a new contract for Citywide Unarmed Security Services, resulting from Request for Proposal (RFP) #19-11316-C scheduled to close May 30, 2019.

FINANCIAL IMPLICATIONS

On November 18, 2014 Council authorized the City Manager to execute a citywide contract with First Alarm Security & Patrol, Inc., dba First Security Services (First Security) to provide unarmed security services at various City locations and facilities. The original contract term was 2.5-years with the option to extend the term for two additional one-year periods for a maximum 4.5 years, until June 30, 2019. The maximum expenditure authorized was \$2,334,798.

On November 13, 2018 Council authorized the City Manager to increase the not-to-exceed value of the contract from \$2,334,798 to \$2,784,798 to cover anticipated expenditures of Fiscal Year 2019.

As of 31 January 2019, the total outlays for unarmed security services had reached \$2,673,887.22 with an average monthly expenditure of \$60,965. Considering this trend, the estimated expenditures until October 31, 2019 correspond to \$3,150,590, leaving a gap of \$365,792.

The following City departments and locations use the security services subject matter of Contract No. 9821:

PUBLIC WORKS	
1947 Center Street Berkeley, CA 94704	Public Works Building
2180 Milvia Street	Civic Center Building
1326 Allston Way	Corporation Yard
1201 Second Street	Zero Waste/Transfer Station
2939 Ellis Street	South Senior Center
1900 Sixth Street	West Senior Center
PARKS, RECREATION AND WATERFRONT	
201 University Avenue	City of Berkeley Marina
HEALTH, HOUSING AND COMMUNITY SERVICES	
1521 University Avenue	Mental Health Division
1890 Alcatraz Avenue Berkeley	Adult Day Health

The funds for this contract are available in each individual department's budget.

The contract has been used also to provide additional, unanticipated security services to homeless programs on an as-needed basis, as well as coverage for evening commission meetings at the 2180 Milvia and 1947 Center street buildings following the closure of the North Berkeley Senior Center. The Berkeley Public Library receives services from First Security under a separate contract.

CURRENT SITUATION AND ITS EFFECTS

Contract No. 9821 with First Security for Citywide Unarmed Security Guard Services was executed as the result of Request for Proposal (RFP) #14-10839-C, released in March 2014, and Resolution No. 66,839-N.S. The initial contract term was set at 2.5 years, beginning on January 1, 2015 with options to extend the term for two additional 12 months periods. Extensions were optioned allowing service coverage until June 30, 2019.

On November 13, 2018 Council adopted Resolution No. 68,662-N.S. increasing the contract not to exceed value from \$2,334,798 to \$2,784,798. The increase became necessary due to an expanded scope of services that included coverage of homeless shelter facilities, Mental Health facility moves and evening commission meetings at 2180 Milvia and 1947 Center Street buildings. The expanded scope of services, along

with the increases in the City of Berkeley's Living Wage affected the expenditures under contract No. 9821, depleting the initial authorized expenditure amounts.

On April 2, 2019 Council approved the recommendation to issue Request for Proposal (RFP) No. 19-11316-C in order to award a new contract for citywide unarmed security guard services. The General Services Division released RFP 19-11316-C on April 4, 2019 with submission deadline on May 30, 2019. Considering the current solicitation lead times and taking into account Council's summer recess, the new contract for citywide unarmed security guard services will be foreseeably awarded in October 2019.

In order to secure the continuity of citywide security services through the execution of a new contract pursuant to RFP 19-11316-C, authorization to expend an additional \$365,792 is needed, increasing the total authorized expenditure to \$3,150,590 for the 4.5 year period.

BACKGROUND

The City has contracted with various security service companies over the years. The City has neither the internal capacity nor the expertise to insource services of this nature; therefore, outsourcing continues to represent the best solution in terms of efficiency, economy and flexibility. Additionally, the option of a citywide contract that aggregates departments' needs under one comprehensive contract elicits benefits that result from: having a single point of contact and accountability, quarterly performance reports that help target problem areas and versatility in shift rotations and shift management.

ENVIRONMENTAL SUSTAINABILITY

First Security minimized the distribution of paper reports catering to City's sustainability goals.

RATIONALE FOR RECOMMENDATION

An increase in the not to exceed value is necessary to secure continuity of services until 31 October 2019, when RFP 19-11316-C is expected to conclude and a new contract is established.

ALTERNATIVE ACTIONS

Alternatives would induce discontinuity of services.

CONTACT PERSON

Shari Hamilton, General Services Manager, Finance Department, 510-981-7329

Attachments:
1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 9821 AMENDMENT: FIRST ALARM SECURITY & PATROL, INC.,
DBA FIRST SECURITY SERVICES FOR CITYWIDE SECURITY SERVICES

WHEREAS, security services are required at various City locations and facilities; and

WHEREAS, in March 2014, the City issued a Request for Proposal ("RFP") for Citywide Security Services; and

WHEREAS, of the twenty-two (22) responsive proposals submitted First Alarm Security & Patrol, Inc., dba First Security Services (First Security) offered, based on the selection criteria of the RFP, the best overall value to the City; and

WHEREAS, on November 18, 2014 Council adopted Resolution No. 66,839 and authorized the City Manager to execute a contract with First Security; and

WHEREAS, on November 13, 2018 Council adopted Resolution No. 68,662-N.S. increasing the contract not to exceed value from \$2,334,798 to \$2,784,798; and

WHEREAS, on April 2, 2019 Council approved the issuance of RFP No. 19-11316-C in order to source and award a new contract for citywide unarmed security guard services as of November 1, 2019; and

WHEREAS, funds for this contract will be made available in each using department's budget for the FY2020 and subsequent periods.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to amend Contract No. 9821 with First Alarm Security & Patrol, Inc., dba First Security Services for citywide security services to increase the not to exceed value of the contract, from \$2,784,798 to \$3,150,590 to cover anticipated expenditures until October 31, 2019.