



AGENDA REPORT

Economic Development

DATE:	December 20, 2022
TO:	Mayor Butt and Members of the City Council
FROM:	Shane Johnson, Senior Administrative Analyst Lilia Corral, Management Analyst
SUBJECT:	Contract Amendment for Security Services at Terminal One
FINANCIAL IMPACT:	Funding for the expenditure is included in the approved FY 2022-2023 budget and will be budgeted accordingly for FY 2023-2024 and FY 2024-2025. Account String: 40162480-400218
PREVIOUS COUNCIL ACTION:	December 17, 2019
STATEMENT OF THE ISSUE:	City staff is requesting approval of a contract amendment with Allied Universal for security guard services at the Port of Richmond's Terminal One location.
RECOMMENDED ACTION:	APPROVE a first contract amendment with Universal Protection Service, LP DBA Allied Universal Security Services, to increase the contract amount by \$209,963, for a new total contract not to exceed \$1,008,560, for a term extending through December 31, 2024, to continue providing security services at the Port of Richmond Terminal One location – Economic Development, Port Division (Shane Johnson/Lilia Corral 510-620-6512).

DISCUSSION:

On December 17, 2019, following a competitive procurement process involving the issuance of a Request for Proposals, the City Council approved a contract with Allied Universal to provide security guard services at the Port of Richmond's Terminal One location (Attachment 1).

Since January 2020, Universal Protection Service, LP DBA Allied Universal Security Services has assisted in providing a safe environment where residents and visitors can access city services and public spaces. The historic buildings at the Port of Richmond Terminal One location are consistently monitored aiding in the deterrence of theft and vandalism that was experienced in the past.

A contract amendment is necessary to ensure that security services continue to be provided at the Port of Richmond Terminal One location (Attachment 2). Allied Universal is requesting to exercise their two-year contract extension option and has provided City staff with an updated pricing proposal to reflect the current bill rates for the 2023 and 2024 calendar years (Attachment 3).

City staff is seeking approval of a contract amendment to extend the term by two years, ending December 31, 2024, and to increase the contract amount by \$209,963, for a new total contract not to exceed \$1,008,560.

DOCUMENTS ATTACHED:

Attachment 1 – Original Contract

Attachment 2 – Proposed Amendment No.1

Attachment 3 – Allied Security Bill Rates for 2023 & 2024