



# AGENDA REPORT

Police Department

<b>DATE:</b>	January 28, 2025
<b>TO:</b>	Mayor Martinez and Members of the City Council
<b>FROM:</b>	Bisa French, Chief of Police
<b>Subject:</b>	Three-year contract with Allied Universal Security Services.
<b>FINANCIAL IMPACT:</b>	The estimated annual cost of \$578,987.44 is budgeted through June 30, 2025 and the remaining annual costs will be budgeted for appropriately – account string 01917090-400218.
<b>PREVIOUS COUNCIL ACTION:</b>	n/a
<b>STATEMENT OF THE ISSUE:</b>	Following a competitive procurement process that involved the issuance of a Request for Proposals and evaluation of nine proposals, staff is requesting approval of contracts with Allied Universal for security guard services at the Civic Center Campus and Richmond Port.
<b>RECOMMENDED ACTION:</b>	APPROVE a three-year contract with Allied Universal Security Services to provide security services throughout the City of Richmond for a total estimated cost not to exceed \$1,916,153.99, which includes a five percent contingency, for the contract term January 1, 2025, through December 31, 2027, with two one-year extensions, if mutually agreed upon – Police Department (Chief Bisa French 510-621-1802).

## DISCUSSION:

Although security services may be requested throughout the City, the majority of services will be requested at the Civic Center campus, Port, and Booker T. Anderson Community Center. The Civic Center campus consists of City Hall, City Council Chambers, Memorial Auditorium, Art Center, Library, Communications Center, Youth Works, Career Center, Senior Center, a public square, and surrounding parking lots and sitting areas. Security guard services will assist in providing a safe environment where residents and visitors can access city services and public spaces.

There are several historic buildings at the Port of Richmond Point Potrero Terminal and Terminal One that have been victimized by theft and vandalism in the past. Security guard services will assist in protecting City property from further theft and damage.

Booker T. Anderson Community Center is located at 960 South 47th Street and had to be closed while repairing damage caused by fire. While closed, the building was vandalized, which caused major damage and added significant costs for repairs. Security services will patrol the building when it closes to the public at night and on the weekends.

On October 21, 2024 a Request for Proposals (RFP) for security services was posted on BidsOnline in accordance with the City's contracting rules. Four hundred and eight vendors were notified and twenty-nine vendors submitted proposals. On December 12, 2024 a proposal review team reviewed and qualified each proposal.

Proposals were scored according to the years of experience the security company had, whether the security company had municipality experience and/or were local vendors (scope of services), and proposed cost – lower the cost the higher the score. Three-year total annual costs ranged from \$1,448,581 to \$3,728,146. There were no responding firms that were based in Richmond. The top three proposals were from, Allied Universal, which scored 94 out of 100 points, Good Guard, which scored 89 out of 100 points (\$2,055,000 three-year cost), and Universal Security Company, which scored 85 out of 100 points (\$2,100,000 three-year cost). Due to Allied Universal receiving the most points, it is recommended that Council select them to provide security services to the City of Richmond.

Annual costs are listed in the following chart and include annual union cost increases:

Allied Universal Security Proposed Costs	
Cal. Year 2025	\$578,987.44
Cal. Year 2026	\$608,561.84
Cal. Year 2027	\$637,359.28

Total 3 year Est. Cost	\$1,824,908.56
5% Contingency	\$91,245.43
Grand Total w/ contingency	<b>\$1,916,153.99</b>

Annual costs include estimated medical, vacation, sick pay, HeliAus device rental costs, vehicle costs, and Federal Unemployment Tax Act (FUTA) costs. A 5% contingency was added to the total three-year cost to cover as-needed event coverage or holdover coverage, and/or natural disaster event coverage.

**DOCUMENTS ATTACHED:**

Attachment 1 – Original Contract

Attachment 2 – RFP

Attachment 3 – Allied Bid Response