



STAFF REPORT
12/11/2024

TO: Honorable Mayor and City Council Members

FROM: Maritza Martinez, Public Works Director

SUBJECT: Authorize award of a Professional Services Agreement with Citiguard Inc. for Security Guard Services Project No. 082224, for \$300,000.

STAFF RECOMMENDATION:

Authorize award of a Professional Services Agreement with Citiguard Inc. for Security Guard Services Project No. 082224, for \$300,000.

EXECUTIVE SUMMARY:

A request for proposals (RFP) for security guard services was published and closed on September 23, 2024 at 2pm. The City received seven (7) responses. A three-member staff panel reviewed and scored all responses received. The final scores are depicted below and reflect the highest scoring proposal to be from Citiguard Inc.

	Absolute International Security	American Global Security	Citi Guard	Security Services Northwest	OPS Security	Platinum Security	Power Security
Evaluator 1	79	74	91	64	55	62	53
Evaluator 2	75	75	100	55	45	35	30
Evaluator 3	85	70	95	55	55	45	40
Total	239	219	286	174	155	142	123

Staff recommends award to the highest scoring proposer, Citiguard Inc.

The City has contracted for security guard services since 2016 to deter acts of vandalism at various city facilities. Services to be provided through this agreement include patrol and support services at the following sites:

- City Parks; The contracted services would include locking all park restrooms every night, a total of eleven (11), and patrolling twelve (12) city facilities between 10pm to 6am every night.
- City Facilities (Library/Senior Center); The selected firm will continue to provide security guard services Monday–Friday at the Coachella Library and Coachella Senior Center.
- LLMD; Patrol services will also continue to include evening patrols from 8pm–4am, Thursday–Sunday, to the following LLMD areas: 16, 17, 20, 25, 29, 30, 31, 32, 33, 36.

Staff is recommending award of a professional services agreement to Citiguard Inc., in the amount not to exceed \$300,000 during a one-year term, for the various services identified.

FISCAL IMPACT:

The recommended action will not have a fiscal impact as these funds were budgeted for in the submitted 2024/2025 fiscal budget.

Attachment:

Proposed Agreement