



**STAFF REPORT**  
**11/10/2021**

**TO:** Honorable Mayor and City Council Members

**FROM:** Maritza Martinez, Public Works Director

**SUBJECT:** Authorize award of a Professional Services Agreement with Southwest Protective Services, Inc. for Security Guard Services Project No. 081221.

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**STAFF RECOMMENDATION:**

Authorize award of a Professional Services Agreement with Southwest Protective Services, Inc. for Security Guard Services Project No. 081221.

**EXECUTIVE SUMMARY:**

A request for proposals (RFP) for security guard services was published on August 12, 2021 for Project No. 081221. The RFP closed on September 8, 2021. The city received four responses. All proposals were reviewed and scored based on the following criteria identified in the RFP:

- 1) company qualifications and experience;
- 2) qualifications of management team and key personnel
- 3) approach to scope of services;
- 4) cost proposal.

After review by a three-member staff panel, the highest ranked proposer recommended is Southwest Protective Services, Inc. (please see below scoring)

<u>Respondents</u>	Reviewer 1	Reviewer 2	Reviewer 3	Subtotal
- DSI Security Services	60	78	58	196
- Inter-Con Security	62	71	81	214
- Southwest Security	88	85	92	265
- Power Security Group Inc.	73	66	80	219

The City has contracted for security guard services since 2016 to deter acts of vandalism at various city facilities.

- 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/Water Office); The selected firm will continue to provide security guard services Monday–Friday at the Coachella Library, Coachella Senior Center and Water Department (as needed).

- 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.

The proposed agreement term is a one-year term from December 1, 2021–November 30, 2022 and allows for up to three additional one-year options; as published in the RFP. The hourly rate for officer patrol with vehicle is \$28.00 per hour and the hourly rate for officer only (no vehicle) is \$23.50 per hour.

Staff is recommending award of a professional services agreement to Southwest Protective Services, Inc., in the amount not to exceed \$275,000 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 2021/2022 fiscal budget.

Attachment:

Proposed Agreement