



**STAFF REPORT**  
**4/24/2024**

**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, for \$300,000.

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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, for \$300,000.

**EXECUTIVE SUMMARY:**

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); 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.

A request for proposals (RFP) for security guard services was published on August 12, 2021 for Project No. 081221. On October 27, 2021, the City Council authorized award to the highest scoring proposer, Southwest Protective Services. The RFP allows the City to award up to four one-year terms. Staff is recommending the award of a third one-year term to the existing firm, Southwest Protective Services.

As allowed by the RFP the new term hourly rate can be adjusted based on the corresponding Consumer Price Index reported for Riverside County, which reflects a 2.9% increase. Thus, the hourly rate for officer patrol with vehicle will increase from \$29.68 per hour to \$30.54 per hour and the hourly rate for officer only (no vehicle) will increase from \$24.90 per hour to \$25.62.

Staff is recommending award of a professional services agreement to Southwest Protective Services, 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 2023/2024 fiscal budget.

Attachment:

Proposed Agreement