

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of June 25, 2013**

**ITEM TITLE:**

Consider an Extension to Extend the Existing Contract for Securitas Security Services USA, Inc. (Securitas) and American Guard Services to Provide District-Wide Security Services on a Month-to-Month Basis

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested to extend the existing contracts for Securitas Security Services USA, Inc. (Securitas) and American Guard Services to provide District-wide security services on a month-to-month basis, starting from July 1, 2013 to September 30, 2013.

**ITEM SUMMARY:**

This request for District-wide security services is critical because current contracts with Securitas and American Guard Services will end June 30, 2013 and existing security services cannot be disrupted. Both services will end when a new Request for Proposal (RFP in progress) is completed and approved by the Chancellor and the governing Board of Trustees. A 30-day notification of termination of existing contracts will also be given to existing vendors. The District solicited a Request for Proposal (RFP) with the objective to establish a new contract with a selected company to provide security services. Currently, college Presidents and Vice Chancellor of General Services are reviewing and evaluating responses to the RFP from potential vendors wanting to provide security services.

Securitas will bill on an hourly basis for their security services for Berkeley City College. Also, American Guard Services will bill on an hourly basis for College of Alameda, Laney College, Merritt College and the District Administrative Center. The billing rates from Securitas and American Guard Services are consistent and competitive with the existing contracts.

<b>Securitas and American Guard Billing Rates</b>		
<b>Company</b>	<b>Work Schedule</b>	<b>Billing Rate</b>
Securitas for BCC	July 1, 2013 to September 30, 2013 Weekdays, Weekends & Holidays (Day & Swing Shifts)	Security Officer - \$20.65/hour, \$27.06/hour overtime rate Supervision - \$20.65, \$29.38/hour overtime rate
American Guard Services for COA, Laney, Merritt & DAC	July 1, 2013 to September 30, 2013 Weekdays, Weekends & Holidays (Day & Swing Shifts)	Security Officer - \$19.20/hr, \$28.80/hour overtime rate Supervision - \$21.37/hour, \$32.06/hour Overtime Rate

Currently the District has two (2) agreements for District-wide security services. Securitas has an agreement with the District for Berkeley City College for a period from November 1, 2012 to June 30, 2013. Whereas, American Guard Services has an agreement to provide security services for College of Alameda, Laney College, Merritt College and the District Administrative Center for the period from November 1, 2012 to June 30, 2013. Securitas is a California corporation located in Oakland, California. The business is managed by Geoff White (Branch Manager). Also, American Guard Services is a California corporation and their corporate office is located in Carson, California; the business is managed by Alan Stone (Operational

Manager).

Board approval is necessary because their previous service contract will expire on June 30, 2013. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

General Funds

**BACKGROUND/ANALYSIS:**

Before the original agreement was established with Securitas and American Guard Services, the Administration issued a formal request for proposals (RFP No. 11-12/16) for District-Wide Security Services and proposals were due June 20, 2012. Proposals were received from six (6) vendors. Interviews were conducted between July 11 and July 17, 2012, by a committee of five (5) representatives from the District Administrative Center (DAC) and other colleges.

On September 25, 2012, the Board of Trustees approved for the District to enter an agreement with Securitas for Berkeley City College, in a not-to-exceed amount of \$135,838.00, and American Guard Services in a not-to-exceed amount of \$203,451.00 for the period from November 1, 2012 to June 30, 2013. American Guard Services provided security services for College of Alameda, Laney College, Merritt College and the District Administrative Center. Securitas performed security services at Berkeley City College since 2007. In November 2009, Securitas provided security services on weekends and holidays at College Alameda, Laney College, Merritt College and the District Administrative Center.

Prior to the September 25, 2013 Board of Trustees meeting, staff completed a performance evaluation regarding the contract for Securitas District-wide. They reported the performance of Securitas at Berkeley City College has been outstanding. Based on interview results and performance evaluation, it was recommended that the District enter into an agreement with Securitas for security services at Berkeley City College. However, Securitas' performance at other colleges was rated as less than ideal. As a result, the Administration recommended American Guard Services to provide security on weekends and holidays for College of Alameda, Laney College, Merritt College and the DAC.

**DELIVERABLES AND SCOPE OF WORK:**

Securitas and American Guard Services shall provide security services on all campuses as listed above under the original agreement. It should be noted that Securitas currently provide security services at Berkeley City College. Whereas, American Guard Services presently provide security services for College of Alameda, Laney College, Merritt College and the District Administrative Center. Both companies will continue to provide security services on a month-to-month basis under the original contractual terms and conditions with the District.

**ANTICIPATED COMPLETION DATE:**

District-wide security services from Securitas and American Guard Services will only last until a formal contract is resolved and approved by the Chancellor and the Board of Trustees.

**ALTERNATIVES/OPTIONS:**

There are no reasonable alternatives for this contracted period.

**EVALUATION AND RECOMMENDED ACTION:**

The Administration recommends Board of Trustees' approval of this month-to-month contract with Securitas and American Guard Services for district-wide security services.

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**

YES \_\_\_\_\_ NO   X  

**COMMENTS:**

If this contract is not approved for security services or a lack of security exists on campuses can possibly put students, faculties, and administration in danger.

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?**

Vice Chancellor Ikharo

(\*\*\*\*\*Board contract approval is subject to negotiation and execution by the Chancellor.)

**DOCUMENT PREPARED BY:**

Prepared by: Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

**FINANCE DEPARTMENT REVIEW**

Finance review required       Finance review *not* required

If Finance review is required, determination is:       Approved       Not Approved

If not approved, please give reason: \_\_\_\_\_  
\_\_\_\_\_

Signature: Ronald Gerhard  
Ron Gerhard, Vice Chancellor for Finance and Administration

**GENERAL COUNSEL (Legality and Format/adherence to Education Codes):**

Legal review required       Legal review *not* required

If Legal review is required, determination is:       Approved       Not Approved

Signature: Thuy Thi Nguyen  
Thuy Thi Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda       Not Approved, but Place on Agenda

Signature: José M. Ortiz  
Dr. José M. Ortiz, Chancellor



Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services  
Peralta Community College District  
Office of General Services  
333 East 8<sup>th</sup> Street  
Oakland, CA 94606

June 24, 2013

Dear Dr. Ikharo,

This letter serves as an Agreement by Securitas Security Services, Inc. to continue service per the conditions of the original contract (dated October 1, 2012), with the exception of the billing rate, previously agreed to by Securitas Security Services, Inc. and Peralta Community College District. Securitas Security Services, Inc. accepts this Agreement on a month-to-month basis starting July 1, 2013. The cost of services is listed below:

**Billing Rate:** The hourly billing rate effective July 1, 2013 will be \$ 20.65. This rate applies to all positions including both security officer and supervisor. The new rate is a \$0.65 increase from current rates to offset security officer wage increases dictated by the Bay Area Collective Bargaining Agreement which were implemented on June 14, 2013. There will be no change to the overtime billing rate (will remain at \$29.38 per hour) previously agreed to in the original agreement.

**Campuses:** Berkeley City College and Annex Building

**Effective / Start Date:** July 1, 2013 to September 30, 2013

**Ending Date:** Services will end when a Request for Proposal (RFP) is completed and approved by the Chancellor and the governing Board of Trustees.

Thank you for your continued business and we here at Securitas Security Services, Inc. look forward to working with you.

A handwritten signature in black ink, appearing to read "Geoffrey White", is written over a horizontal line.

Geoffrey White  
Branch Manager, Securitas Security Services, Inc.

*Securitas Security  
Services USA, Inc.*  
Oakland Branch  
7677 Oakport St.  
Oakland, CA 94621

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Deciding Representative, Peralta Community College District

Phone 510.567.2164  
Fax 510.568.0289  
www.securitasinc.com



June 18, 2013

Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services  
Peralta Community College District  
Office of General Services  
333 East 8<sup>th</sup> Street  
Oakland, CA 94606

Dear Dr. Ikharo,

This letter serves as an Agreement by American Guard Services, Inc. to continue service per the terms and conditions of the contract (dated September 28, 2012) previously agreed to by American Guard Services Inc. and Peralta Community College District. American Guard Services Inc. accepts this Agreement on a month-to-month basis starting July 1, 2013. The cost of services listed below:

**Campuses:** College of Alameda, Laney College, Merritt College, and District Administrative Center

**Effective / Start Date:** July 1, 2013 to September 30, 2013

**Ending Date:** Services will end when a Request for Proposal (RFP) is completed and approved by the Chancellor and the governing Board of Trustees

**Billing Rate:** Billing rate will be the same rate stated in the original agreement dated September 28, 2012

Thank you for your continued business and we here at American Guard Services, Inc. look forward to working with you.

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**Alan Stone**  
Operation Manager, American Guard Services

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Corporate  
1299 E. Artesia Blvd, Ste 200  
Carson, CA 90746  
Ph (424) 213-4000  
Fax (310) 645-6233

Miami  
1015 North America Way, Ste 108  
Miami, FL 33132  
Ph (305) 373-7111  
Fax (305) 374-0070

Fort Lauderdale — Port Everglades  
2550 Eisenhower Blvd., Ste 326  
Hollywood, FL 33316  
Ph (954) 462-6907  
Fax (954) 462-9171

Cape Canaveral  
7011 North Atlantic Ave., Ste 200  
Cape Canaveral, FL 32920  
Ph (321) 784-1893  
Fax (321) 784-0482

Hawaii  
197 Sand Island Rd., Ste 202-2  
Honolulu, HI 96819  
Ph (808) 537-3201  
Fax (808) 537-3205