

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of September 24, 2013**

**ITEM TITLE:**

Consider a Request to Extend Existing Contracts for Securitas Security Services USA, Inc. (Securitas) and American Guard Services to Provide District-Wide Security Services on an On-Going Month-to-Month Basis

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested to extend existing contracts for Securitas Security Services USA, Inc. (Securitas) and American Guard Services to provide District-wide security services on an on-going month-to-month basis, starting October 1, 2013.

**ITEM SUMMARY:**

Both security service contracts will end when the Chancellor and the governing Board of Trustees make final approval on the current Request of Proposal (RFP No. 12-13/19). This request for District-wide security services is critical because current contracts with Securitas and American Guard Services will end September 30, 2013 and existing security services cannot be disrupted.

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 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 and Annex Building	Starting Date: October 1, 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	Starting Date: October 1, 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

Previously, on June 25, 2013, the Board of Trustees approved an extension of existing contracts for both firms to continue their services on a month-to-month basis for the period from July 1, 2013 to September 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). 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 has 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, 2012 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.

On June 25, 2013, the Board of Trustees authorized an extension of existing contracts for both firms to provide District-wide security services on a month-to-month basis, starting from July 1, 2013 to September 30, 2013. The billing rates during this period were consistent with the existing agreements, as shown above. During this period, the District issued a formal request of proposal (RFP No. 12-13/19) for security services. The Administration submitted a request to the governing Board of Trustees and the Chancellor to approve the establishment of a new contract. However, at this time, a final approval on this request to enter into a new agreement for security services is being evaluated.

**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 an on-going 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 Chancellor recommends the governing Board of Trustees' approval of this on-going 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