



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1269

Meeting Date: 6/20/2023

TITLE:

AMENDMENT NUMBER THREE TO PROFESSIONAL SERVICES AGREEMENT WITH LYONS SECURITY SERVICE, INC.

DEPARTMENT: PARKS AND COMMUNITY SERVICES

PRESENTED BY: JASON MINTER, PARKS AND COMMUNITY SERVICES
DIRECTOR

CONTACT INFORMATION: JASON MINTER, PARKS AND COMMUNITY SERVICES
DIRECTOR (714) 754 - 5009

RECOMMENDATION:

Staff recommends the City Council:

1. Approve proposed Amendment No 3 to the Professional Services Agreement (PSA) with Lyons Security Services, Inc., increasing the maximum compensation by \$45,000 for unarmed security guard services for the Lions Park Campus and the Costa Mesa Senior Center, for a total not-to-exceed amount of \$300,000 with a contingency of 10%, or \$30,000, for a total amount of \$330,000.
2. Authorize the City Manager and City Clerk to execute the agreement and all future amendments to the Professional Services Agreement.

BACKGROUND:

The City entered into a professional services agreement to provide security guard services at the Costa Mesa Senior Center (CMSC) in 2014 when the City assumed operations of the facility. In January 2019, City Council approved additional security guard services for the Lions Park Campus on a 24/7/365 basis to monitor activity on the entire campus.

In March 2019, a Request for Proposals (RFP) was released for security guard services at both Lions Park and the Senior Center. Subsequently, in June 2019, City Council approved a Professional Services Agreement (PSA) with Lyons Security for a two (2) year term with three (3) one-year renewal options. This agreement also included an annual Not-to-Exceed (NTE) amount of \$255,000 with a contingency of 10%, or \$25,500, for a total amount of \$280,500.

In 2020, security guard services at the Senior Center were halted as a cost saving measure due to facility closures caused by the COVID-19 pandemic. Security guard services did not resume at the Senior Center until March 2022 when it was determined by staff that the entirety of Lions Park and

the Senior Center could not be adequately patrolled by a single security guard.

In July 2022, the City and Lyons Security Service amended the agreement to enter into the second renewal period for Fiscal Year (FY) 2022-23. In addition to extending the term of the agreement, Amendment Number Two also included an hourly rate increase along with the reinstatement of full services from the original agreement.

ANALYSIS:

The need for security guard services at both the Lions Park Campus and the Costa Mesa Senior Center continues to be a priority and aligns with the City Council Strategic Plan goal to Strengthen the Public's Safety and Improve the Quality of Life. In evaluating the existing agreement, it was determined that the NTE contract amount and contingency was not increased with Amendment Two, and remains at \$280,500 annually, despite the increase in hourly rates for security guard personnel for FY 2022-23 as stipulated in the Amendment.

Currently, the projected cost to the City for security guard services through June 30, 2023, totals \$285,000, which is \$4,500 more than the NTE and contingency. This request is to increase the NTE amount of the PSA with Lyons Security to \$300,000 to cover the shortage in FY 2022-23 and to fully fund security guard services through June 30, 2024.

ALTERNATIVES:

City Council may direct staff to alter security guard services hours at the Costa Mesa Senior Center and Lions Park; however, staff does not recommend this action as the public's safety and monitoring activity at these City facilities is a priority.

FISCAL REVIEW:

Funding for security guard services is available in the Parks and Community Services Department operating budget for FY 2022-23 and FY 2023-24.

LEGAL REVIEW:

The City's Attorney's Office has reviewed this report and approved as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item supports the following City Council Goal:

- Strengthen the Public's Safety and Improve the Quality of Life

CONCLUSION:

Staff recommends the City Council:

1. Approve proposed Amendment No 3 to the Professional Services Agreement (PSA) with Lyons Security Services, Inc., increasing the maximum compensation by \$45,000 for unarmed security guard services for the Lions Park Campus and the Costa Mesa Senior Center, for a total not-to-exceed amount of \$300,000 with a contingency of 10%, or \$30,000, for a total amount of \$330,000.
2. Authorize the City Manager and City Clerk to execute the agreement and all future amendments to the Professional Services Agreement.