



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-404

**Meeting Date:** 11/19/2024

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**TITLE:**

**AWARD OF PROFESSIONAL SERVICES AGREEMENT WITH LYONS SECURITY TO PROVIDE SECURITY GUARD SERVICES FOR THE LIONS PARK CAMPUS, THE COSTA MESA SENIOR CENTER, AND OPEN NMUSD CAMPUSES**

**DEPARTMENT:** PARKS AND COMMUNITY SERVICES

**PRESENTED BY:** BRIAN GRUNER, PARKS AND COMMUNITY SERVICES  
**DIRECTOR**

**CONTACT INFORMATION:** BRIAN GRUNER, PARKS AND COMMUNITY SERVICES  
**DIRECTOR, (714) 754-5009**

**RECOMMENDATION:**

Staff recommends the City Council:

1. Award a Professional Services Agreement (PSA) to Lyons Security Inc. for an annual amount of \$490,000 towards unarmed security guard services for the Lions Park Campus, the Costa Mesa Senior Center, and three Newport Mesa Unified Campuses (Attachment 1).
2. Authorize the City Manager and City Clerk to execute the PSA.
3. Authorize the City Manager and City Clerk to execute future changes and amendments to the agreement and allow up to an additional 10% contingency in the amount of \$49,000.

**BACKGROUND:**

In May 2014, the City of Costa Mesa acquired full responsibility of the operations of the Costa Mesa Senior Center. Upon transitioning from non-profit to City-operated, City staff proposed, and the City Council approved, an emergency, informal bidding process for the acquisition of security guard services, to monitor activity during operating hours in and around the Senior Center, and to provide adequate safeguards for senior participants.

In January 2019, the City Council approved additional, unarmed security guard services for the Lions Park Campus to monitor activity on the entire campus, including the new library and the one-acre event lawn/open space. This service began in mid-February 2019. The addition of this service also coincided with the opening of the adjacent temporary Bridge Shelter in early spring 2019.

With the re-activation of the Lions Park Campus, and with more than \$36 million in upgrades and construction across all phases, there is a need to continue to monitor the Lions Park Campus area on

a 24/7/365 basis, by an unarmed security guard, to continue deterring unsolicited and/or illegal activity, and to provide quality control.

In 2019, City Council approved a PSA with Lyons Security Service, Inc. for an initial term of two (2) years, with the option to extend the term for three (3) additional one-year periods for 24/7 security at the Lions Parks Campus and business hours at the Costa Mesa Senior Center

In 2024, City Council approved allocating additional funds to assign security guards at three Newport Mesa Unified School District Schools, Rea, Whittier and Wilson Elementary, as a collaboration between the City and the District to increase public access to open space on the Westside.

### **ANALYSIS:**

For the past five years, the City has continued to contract with Lyons Security Inc., for unarmed security guard services. At this time, all contract extensions with Lyons Security have been exercised and the current agreement expired on October 31, 2024. In preparation for the contract's expiration, the Parks and Community Services Department went through a competitive bid process as set forth in the City's Purchasing Policy.

On May 3, 2024, the Finance Department, Purchasing Division, released Request for Proposal (RFP) No. 24-10 for Unarmed Security Guard Services (Attachment 2). The RFP was published in the Daily Pilot Newspaper and posted on the City's website.

In response to the RFP, 21 proposals were received and evaluated based on the company's ability to respond and satisfactorily define their ability to meet the following criteria: method of approach, qualifications of experience, staffing, and cost proposal.

After a thorough review and analysis of each proposal, a panel comprised of City staff from both the Parks & Community Services Department and the Police Department interviewed the following top three (3) companies:

1. Lyons Security
2. Safe Rock Security
3. Secure Guard

Through the evaluation and interview process, Lyons Security was able to identify key components that staff deemed the company the best partner in providing adequate and safe services, as well as successfully define its ability to provide satisfactory services that include maintaining flexibility in an evolving environment through various projects and circumstances.

In addition, Lyons Security was identified as the company that would be able to provide experienced personnel, while providing service in a manner consistent with the standards of care, diligence, and skill ordinarily exercised by professional consultants. Lyons Security was able to discuss its ability to provide adequate staffing for the 24 hours per day, 365 days per year security, as well as at the Senior Center during regular operating hours and the three NMUSD schools mentioned.

Lyons Security outlined and demonstrated in its proposal that its extensive experience in administering security guard services met the requirements of the RFP. Lyons Security indicated that it has mechanisms in place to address an expeditious response in handling matters that may require

immediate and/or necessary action.

Its ability to utilize technology to adequately track and monitor activity at various points within the designated boundaries meets the City standards. Additionally, the company's 24-hour on-call supervisor and support service, and the system in place to ensure a live person is accessible and extensive knowledge of the needs of each location requested, separated Lyons Security from other proposers.

### **ALTERNATIVES:**

The City Council may elect to reject the proposed PSA with Lyons Security Services Inc and choose not to provide security guard services at the proposed locations.

### **FISCAL REVIEW:**

Funding for security guard services is available in the Parks and Community Services Department operating General Fund (Fund 101) for FY 2024-25.

### **LEGAL REVIEW:**

The City Attorney has reviewed and approved the Use Agreement as to form.

### **CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council Goals:

- Improve the Quality of Life
- Achieve Long-Term Fiscal Sustainability

### **CONCLUSION:**

Staff recommends the City Council:

1. Award a Professional Services Agreement (PSA) to Lyons Security Inc. for an annual amount of \$490,000 for unarmed security guard services for the Lions Park Campus, the Costa Mesa Senior Center, and three Newport Mesa Unified Campuses.
2. Authorize the Acting City Manager and City Clerk to execute the PSA.
3. Authorize the City Manager and City Clerk to execute future changes and amendments to the agreement and allow up to an additional 10% contingency in the amount of \$49,000.