



Agenda Report

Fullerton City Council

MEETING DATE: NOVEMBER 20, 2018

TO: CITY COUNCIL / SUCCESSOR AGENCY

SUBMITTED BY: KENNETH A. DOMER, CITY MANAGER

PREPARED BY: HUGO CURIEL, DIRECTOR OF PARKS & RECREATION
ALICE LOYA, PARKS & RECREATION MANAGER

SUBJECT: SECURITY SERVICES AGREEMENT FOR PARKS & RECREATION AND THE LIBRARY

SUMMARY

The Parks and Recreation Department and Library solicited Request for Proposals (RFP) from qualified professional security companies to provide unarmed security services at various Parks & Recreation facilities and the Fullerton Public Library. Staff is requesting approval to award the contract to Executive Event Services (EES).

RECOMMENDATION

That the City Council award the security services contract to Executive Event Services, LLC for Parks and Recreation and the Fullerton Public Library and authorize the Director of Parks and Recreation and Library Director to enter into a security services agreement in a form approved by the City Attorney.

PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statements:

- Public Safety
- Fiscal and Organizational Stability.

FISCAL IMPACT

The annual cost to provide security services is estimated at \$80,000. Funding will come from the Parks and Recreation and Library funds and is included in the adopted operating budget.

DISCUSSION

The Parks and Recreation Department and Library currently have separate contracts for security services. Both contracts need to be renewed. To better manage security, services for both departments were solicited through one RFP process. Proposals were solicited for unarmed security services to be provided at Parks & Recreation facilities for private events at the Fullerton Community Center, Maple Center, Hillcrest Terrace, Izaak Walton Cabin and general security at various other facilities, as needed, and at the Fullerton Public Library during their normal operating hours and events.

To meet the minimum qualifications to be considered, security service providers must have a professional security business that has been in business for a minimum of three years, along with the possession of a current Private Patrol Operator License issued by the Bureau of Security and Investigative Services.

A team from the Parks and Recreation Department and Library evaluated the proposals. The proposals were scored on a scale of one to five using the following categories: completeness of RFP, possession of a current Private Patrol Operators License issued by the Bureau of Security and Investigative Services, years in business, quality of service and performance of work and reference check. Fullerton-based providers received one extra point.

Sixteen security service providers submitted complete proposals and were evaluated. The scores from each evaluator were averaged for a final score. Total average scores ranged from 10 points to 21 points. EES received the highest average score and was ranked number one by each evaluator. EES is the current security service provider for the Library.

Attachments:

- Attachment 1 – Security Services RFP Evaluation Scores
- Attachment 2 – Security Services Agreement