

Council Meeting of
April 17, 2012

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

**SUBJECT: City Manager and Community Services – Approve agreement
amendment to provide security services at City Hall and Katy Geissert
Civic Center Library Expenditure: Not to exceed \$54,225**

RECOMMENDATION

Recommendation of the City Manager and the Community Services Director that City Council approve a fifth amendment with Security Patrol Management (C2008-182) for an additional \$54,225, for a total not to exceed amount of \$221,900, to provide security coverage at City Hall and the Katy Geissert Civic Center Library and extend the term through June 30, 2013.

Funding

Funding is available in the City Manager and Library Operating Budgets.

BACKGROUND/ANALYSIS

Security Patrol Management (SPM) has provided security services at the Katy Geissert Civic Center Library since 2008 with an annual cost of \$24,225. In 2010, the initial contract was amended to add security coverage at City Hall with a cost of \$30,000 per year. During the initial bid process, Security Patrol Management indicated that they will honor their price for services for five years.

The security coverage has been highly effective at the Katy Geissert Civic Center Library and City Hall. The Security Guards provide patrols of the three public floors at the Katy Geissert Civic Center Library, enforcing policy, monitoring behavior, and assisting with incidents as needed. This includes responding to calls from Library staff, ensuring that those not compliant with the Library's Standards of Behavior leave the building and grounds, and ensuring that the public is clear at closing each day.

As stated in the past, all visitors to City Hall are required to sign in at the security desk and are issued ID badges with restrictive access to the elevator depending on location of meetings. The security guard also notifies staff in the City Prosecutor's Office, Finance Department, City Attorney's Office, City Manager's Office and the Mayor and City Council's office of pending visits. Approval is granted before issuing an elevator badge. City employees are still able to access the elevators and various doors based on their security

clearance level. The security officers also provide visitors to City Hall with direction assistance and answer generic questions.

The City Manager's Office and the Community Services Department are satisfied with the level of service provided by SPM and recommend extending the term of the agreement through June 30, 2013. As stated in the past, prior to the expiration of the final contract, staff from the City Manager's Office, the Community Services Department and the Transit Department will explore potential ways to merge all three security services and issue a new request for proposal for a single vendor. The intent of such an option is to explore consolidation of citywide security services to achieve efficiencies and budget savings.

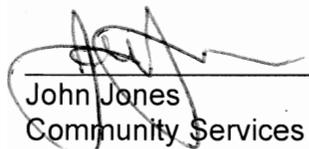
Respectfully submitted,

LeRoy J. JACKSON
CITY MANAGER

By 
Aram Chaparyan
Assistant to the City Manager

By 
Hillary Theyer
City Librarian

NOTED:


John Jones
Community Services Director

CONCUR:


LeRoy J. Jackson
City Manager

Attachment: 5th Amendment to Security Patrol Management Corporation Contract Services Agreement

FIFTH AMENDMENT TO AGREEMENT C2008-182

This Fifth Amendment to Agreement C2008-182 is made and entered into as of May 1, 2012, by and between the CITY OF TORRANCE, a municipal corporation ("CITY"), and Security Patrol Management Corporation, a California corporation ("CONTRACTOR")

RECITALS:

- A. CITY and CONTRACTOR entered into Agreement C2008-182 on September 22, 2008, whereby CONTRACTOR agreed to provide security services at the Katy Geissert Civic Center Library.
- B. On September 22, 2009, the Agreement was amended to extend the term of the Agreement through September 21, 2010 and to increase the compensation amount.
- C. On January 26, 2010, the Agreement was amended to include additional services and to increase the compensation amount.
- D. On August 10, 2010, the Agreement was amended to include additional services, to increase the compensation by \$15,000 and to extend the term of the Agreement through June 30, 2011.
- E. The Agreement was again amended as of June 21, 2011, to extend the term of the Agreement through June 30, 2012 and to increase the compensation amount.
- F. The City is satisfied with the level and quality of service provided by CONTRACTOR.
- G. Both parties wish to extend the term of the agreement for one additional year and to increase CONTRACTOR's compensation by \$54,225.

AGREEMENT

1. Paragraph 2, entitled "TERM" is amended to read in its entirety as follows:

"2. TERM

Unless earlier terminated in accordance with Paragraph 4 below, this Agreement will continue in full force and effect from the Effective Date through June 30, 2013.

- 2. Paragraph 3.A, entitled "COMPENSATION", is amended to read in its entirety as follows:

"3. **COMPENSATION**

A. CONSULTANT'S Fee.

For services rendered pursuant to this Agreement, CONTRACTOR will be paid in accordance with the Compensation Schedule attached as Exhibit B to the original agreement and Exhibit A-1 attached to the third amendment, however, that in no event will the total amount of money paid the CONTRACTOR, for services contemplated by this Agreement, exceed the sum of \$221,900 ("Agreement Sum"), unless otherwise first approved in writing by CITY."

- 3. In all other respects, Agreement C2008-182, as amended, between CITY and CONTRACTOR, is ratified and reaffirmed and remains in full force and effect.

CITY OF TORRANCE
a municipal corporation

Security Patrol Management
a California corporation

Frank Scotto, Mayor

By: _____
Pamela Gillespie, President

ATTEST:

Sue Herbers, City Clerk

APPROVED AS TO FORM:

JOHN L. FELLOWS III
City Attorney

By _____