



Staff Report

File #: 24-0167

REQUEST FOR CITY COUNCIL ACTION

DATE: 03/06/2024

TO: Honorable Mayor and City Council Members

FROM: Community Services Department

SUBJECT:

MAINTENANCE AND GENERAL SERVICES AGREEMENT WITH SECURITY DEFENSE, INC. FOR CITYWIDE SECURITY GUARD SERVICES IN THE AMOUNT OF \$200,000 PER FISCAL YEAR, REQUEST FOR PROPOSALS 24-037SB.

EXECUTIVE SUMMARY:

This staff report asks for the City Council to approve the Maintenance General Services Agreement with Security Defense, Inc. in the amount of \$200,000 for Citywide security guard services.

RECOMMENDED ACTION:

That the City Council:

- a. Award RFP 24-037SB to Security Defense, Inc. for Citywide security guard services.
- b. Approve the Maintenance General Services Agreement with Security Defense, Inc. for an initial term of March 6, 2024, through June 30, 2026, in the amount of \$200,000 per fiscal year with two optional two-year extensions through June 30, 2030.
- c. Authorize the City Manager, or his designee, to execute the Maintenance General Services Agreement with Security Defense, Inc. in the amount of \$200,000 per fiscal year, including any non-substantive extensions, change orders, purchase orders, and amendments up to the amount authorized in [Corona Municipal Code Section 3.08.060\(J\)](#), which is equivalent to 10% or \$20,000.

BACKGROUND & HISTORY:

The Corona Public Library needs Security Guard Services during its operating hours to help ensure the safety of library patrons and staff. In 2023, the security guard hours were increased from 32 hours to 84 hours per week to accompany the expanded operating hours on Fridays and because of

several break-ins and patron issues.

In addition to providing security service at the library, the Utilities Department also uses security guard services for their Household Hazardous Waste disposal events, and the Facilities, Parks, and Trails division utilizes security services for opening and closing park restrooms at specific locations.

ANALYSIS:

On November 16, 2023, RFP 24-037SB for citywide security guard services was posted on the City of Corona bid platform, PlanetBids, pursuant to [Corona Municipal Code Section 3.08.110](#) Non-public projects formal bidding procedure. A total of 102 registered City of Corona prospective bidders and 700 external bidders were notified. On January 8, 2024, 28 proposals were received through the PlanetBids bidding service. The proposals were evaluated by a review panel composed of City staff members based on experience, staffing, and cost. Seventeen proposals were determined to not have a complete response and received a failing score. The following is a summary of the evaluation results of the eleven passing proposals.

Summary Evaluation RFP 24-037SB Security Guard Services

Vendor Name	City	Rank
Security Defense, Inc.	Corona, CA	1
A.G. Coast	Los Angeles, CA	2
Alltech Industries, Inc.	Monterey Park, CA	3
American Global Security	Chatsworth, CA	4
Citiguard, Inc.	West Hills, CA	5
Good Guard Security, Inc.	Riverside, CA	6
Absolute International Security, Inc.	Irwindale, CA	7
TruGuard Security Services, Inc.	Riverside, CA	8
Southwest Patrol, Inc.	Brea, CA	9
Lyons Security Service, Inc.	Lyons, CA	10
Security Watch, Inc.	Orinda, CA	11

Based on the proposal scoring analysis, it was determined that Security Defense, Inc. possesses the skills, experience, and staffing necessary to execute the scope of work successfully. Staff recommend awarding Security Defense, Inc. a contract for citywide security guard services.

FINANCIAL IMPACT:

The financial impact of this action is \$200,000 for a term through June 30, 2025. Funding for the recommended action is available in the Community Services Department Fiscal Year 2024 operating budget.

ENVIRONMENTAL ANALYSIS:

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the commonsense exemption that CEQA applies only to projects that have the potential

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for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. Therefore, no environmental analysis is required.

PREPARED BY: DANIELL WHITTINGTON, LIBRARY MANAGER

REVIEWED BY: DONNA FINCH, COMMUNITY SERVICES DIRECTOR

Attachment:

1. Exhibit 1 - MGSA - RFP 24-037SB Security Guard Services