

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: KIM NADEAU, PARKING MANAGER, FINANCE DEPARTMENT  
BRANDALYN TRAMEL, PURCHASING AGENT, FINANCE  
DEPARTMENT  
AUTHOR JENNIFER MYLES, SENIOR BUYER, FINANCE  
SUBJECT: APPROVAL OF SECOND AMENDMENT TO GENERAL  
SERVICES AGREEMENT F001847 WEINSTEIN SECURITY, INC.  
FOR UNARMED SECURITY GUARD SERVICES

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Finance Department that the Council, by resolution, approve the Second Amendment to General Services Agreement Number F001847 with Weinstein Security, Inc., Windsor, California to add Parking Garage security services through the existing term of the agreement in the amount of \$243,524.40, for a total amount not to exceed \$1,157,786.39.

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EXECUTIVE SUMMARY

The Parking Division of Finance has requested to continue ongoing security guard services through the term of the agreement expiring on January 31, 2024.

BACKGROUND

On January 15, 2019 Council approved award of a five year term General Services Agreement F001847 with five (5) one year extensions to Weinstein Security Inc for unarmed security guard services in the amount of \$862,745.99 plus \$25,000 contingency for miscellaneous services.

On April 29, 2020 City Manager approved the First Amendment to General Services Agreement F001847 to add service for Parking Garages beginning May 1, 2020 through January 31, 2021 in the amount of \$51,516.

Unarmed security guards are required for mobile or foot patrol security guard services at various City locations, such as City Hall and City Hall Annex; MSC South; various City Parks; Franklin Cemetery; Luther Burbank Home and Gardens; and Youth Camps.

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Also included are money pick-up services for Bennett Valley Senior Center, Finley Community/Aquatic Center, Ridgway Swim Center, Steel Lane Community Center and Howarth Park.

PRIOR CITY COUNCIL REVIEW

Contract Award on January 15, 2019

ANALYSIS

In March 2020, the Parking Division of Finance requested to add security guard services to the current agreement with Weinstein Security Inc., while eliminating 1.5 FTE vacant Parking Operations Aide positions, resulting in reduced expenditures to the Parking Fund of approximately \$25,000 per year. Parking staff has determined the security service between the hours of 1 a.m. and 6 a.m. to be satisfactory and wishes to continue security guard services through the term of the agreement which expires on January 31, 2024.

On January 15, 2019, the City Council awarded General Services Agreement F001847 for a five-year term with five (5) one-year extension options in the amount of \$862,745.99 with a \$25,000 contingency. See contract history in the chart below:

<u>Award/Amendment</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Authorization</u>
Contract Award	January 15, 2019	Five Year Agreement with five one-year renewal options	\$862,745.99 with \$25,000 contingency	Council
First Amendment	April 29, 2020	Add services and increase compensation	\$51,516	CM Award
Second Amendment	Pending	Add services and increase compensation	\$243,524.40	Council
<b>Total Cumulative Contract Value Pending</b>			<b>\$1,157,786.39 plus \$25,000 Contingency</b>	

Under the City's Purchasing Policy, City Code 3-08-110(A) Award Authority, this modification requires approval by the City Council.

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FISCAL IMPACT

Funds for this expense are included in the Fiscal Year 2020-21 adopted budget within various Parking account numbers. As a regular operating expenditure, the services as described are expected to be included in subsequent years' budget proposals when presented to the City Council. Use of Weinstein Security Inc, results in a net savings to the Parking Fund of approximately \$25,000 per year. There is no impact to the General Fund.

ENVIRONMENTAL IMPACT

The Council finds that the proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and that no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution- Exhibit A Second Amendment

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