

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 09/10/07		Item Number: <u>C-4</u>	
AGENDA ITEM: Approval of an Agreement with Prestige Security Services for an Amount not to Exceed \$10,000 for Security Guard Services in the Veterans Memorial Complex			
Contact Person/Dept.: Pam Robinson, VMC Manager		Phone Number: (310) 253-6632	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Master Notification List on 09/05/07			
Department Approval: Bill La Pointe (08/29/07)		City Attorney Approval: Carol Schwab (by H. Iker) (09/04/07)	
City Controller Approval: Marlee Chang (09/04/07)		City Manager Approval: Jerry B. Fulwood (09/05/07)	
<u>RECOMMENDATION:</u> Staff recommends the City Council approve an agreement with Prestige Security Services for an amount not to exceed \$10,000 for security guard services in the Veterans Memorial Complex (VMC). <u>BACKGROUND/DISCUSSION:</u> The VMC rental agreement requires that all teenage events such as birthday parties and graduations hire uniformed security guards to be placed at room entrances and exits. In addition, large open to the public events may require security guards depending on the type of event and whether or not alcohol is included. The cost for the security guards, plus an administrative fee is charged back to the customer as a part of their rental agreement. On March 26, 2007 Council approved an agreement with Prestige Security Services in an amount not to exceed \$17,500 for security guard services in the VMC through June 30, 2007 (Attachment 1). This fiscal year, staff plans on preparing an RFP and going out to bid for these services, however, in the meantime security guard services are still required on a weekly basis. The current schedule for the RFP process anticipates a completion date by November 2007. Therefore, staff recommends that we continue to utilize Prestige Security Services until the RFP bid and award process is completed.			

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FISCAL ANALYSIS:

The VMC Division budget has sufficient funds available in account 10131100.619800 (Veterans Memorial Complex – Other Contractual Services) for these services, and as stated above, the entire cost to the City for these services is recovered as a part of the rental agreement.

ATTACHMENTS:

1. Fiscal Year 06/07 Agreement with Prestige Security Services

MOTION:

That the City Council:

1. Approve an agreement with Prestige Security Services for an amount not to exceed \$10,000 for security guard services in the Veterans Memorial Complex; and,
2. Direct the City Attorney to prepare the necessary documents and authorize the City Manager to execute such documents.