



# City of Culver City

Mike Balkman Council  
Chambers  
9770 Culver Blvd.  
Culver City, CA 90232

## Staff Report

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**File #:** 23-722, **Version:** 1

**Item #:** C-4.

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**CC - CONSENT ITEM:** (1) Approval of an Amendment to an Existing Professional Services Agreement with AG Coast, Inc. dba California Panther Security in an Additional Amount Not-to-Exceed \$273,569.00 through June 30, 2023; and (2) Authorization to the City Manager to Amend the Scope of Service to Include Additional City Locations and Services as Needed by City Departments.

**Meeting Date:** March 13, 2023

**Contact Person/Dept.:** Dani Cullens/PRCS

**Phone Number:** (310) 253-6471

**Fiscal Impact:** Yes ☒ No ☐

**General Fund:** Yes ☒ No ☐

**Attachments:** Yes ☐ No ☒

**Commission Action Required:** Yes ☐ No ☒

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (03/09/2023)

**Department Approval:** Armando Abrego, Parks, Recreation and Community Services Director (03/01/2023)

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### **RECOMMENDATION**

Staff recommends the City Council (1) approve an amendment to an existing professional services agreement with AG Coast, Inc. dba California Panther Security (AG Coast) in an additional amount not-to-exceed \$273,569.00 through June 30, 2023; and (2) authorize the City Manager to amend the scope of service to include additional City locations and services as needed by City departments.

### **BACKGROUND**

In January 2022, the Transportation Department and Parks, Recreation and Community Services (PRCS) Department solicited a Request for Proposal #2237 to provide unarmed, uniformed security guard services at their respective facilities. Through that process, 10 proposals were reviewed, and the departments ranked AG Coast as their first choice. At the March 28, 2022, City Council Meeting, City Council approved a professional services agreement with AG Coast for an initial two-year price-fixed term and three negotiable one-year options for a total amount not-to-exceed \$332,596.

The scope of work includes regularly scheduled security services for the Transportation Facility (Monday - Friday from 7am to 5pm) throughout the year, for an estimated total of 2,600 hours.

PRCS estimates 175 private events at an average of five hours for each event, hours for City-sponsored events & PRCS special events, and regular security services at the Senior Center and weekends at Veterans Memorial Complex, to address the return of large crowds. PRCS continues to recover the costs for the private events by including the cost as part of the event permit and will use existing approved funds for assigned hours.

## **DISCUSSION**

In response to unforeseen circumstances, on April 1, 2022, PRCS expanded security services for the Senior Center, from standard business hours to a 24-hour and 7-day operation. This decision was made to maintain the safety of the unhoused population outside the Senior Center, patrons, contractors, and staff entering the building.

PRCS is requesting that an unarmed roving security officer be added to monitor Veterans Memorial Park and Building, daily, during two shifts, from 8:00 AM to 5:00 PM (Daytime) and from 5:00 PM to 11:00 PM (Evening). Additionally, PRCS would like to have the evening officer stay until midnight whenever a large event is scheduled to end late at Veterans Memorial Building. This additional hour is estimated to occur twice a week.

Transportation and various other departments throughout the City are considering security services at parking structures, City Hall and other city properties.

In order to cover the expanded hours at the Senior Center and to add security services at other City facilities, PRCS staff is recommending the City Council approve an amendment to the existing professional services agreement with AG Coast dba California Panther Security, in an additional amount not-to-exceed \$273,569 through June 30, 2023, and to authorize the City Manager to amend the current scope of service to include additional City locations and services as needed by City departments.

## **FISCAL ANALYSIS**

Sufficient funding for the expanded services at the Senior Center is included in the Adopted Budget for Fiscal Year 2022-2023 in Account #10130400.619800 (Senior and Social Services - Other Contractual Services). The unarmed security officer(s) at Veterans Memorial Park and Building and additional City facilities require an additional \$91,000, which can be reallocated from existing approved budget appropriations. The contract amendment will cover the additional security services through June 30, 2023. In July 2023, PRCS will reassess the department's needs and determine the level of services required for Fiscal Year 2023/2024. If needed, PRCS will return to City Council with a request to amend year two of the security contract.

## **ATTACHMENTS**

None.

## **MOTIONS**

That the City Council:

1. Approve of an amendment to an existing professional services agreement with AG Coast, Inc. dba California Panther Security in an additional amount not-to-exceed \$283,569 through June 30, 2023;
2. Authorize the City Manager to amend the scope of service to include additional city locations and services as needed by city departments;
3. Authorize the City Attorney to review/prepare the necessary documents; and
4. Authorize the City Manager to execute such documents on behalf of the City.