

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

919



**FROM:** DEPARTMENT OF PUBLIC SOCIAL SERVICES

**SUBMITTAL DATE:**

April 08, 2014

**SUBJECT:** To approve the attached Amendment to the Agreement with General Security Services, Inc. [Districts-All] [\$1,050,000.00 (to be allocated over 18 months), 53.1% Federal; 24.9% State; 2.4% County; 6.7% Realignment-1991; 12.2% Realignment 2011; 0.7% other funding].

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve and authorize the Chair of the Board to sign the attached Amendment to the Agreement with General Security Services, Inc. (AA-02057-05) in the amount of \$1,050,000.00 for Unarmed Guard Service for the period July 1, 2013 through December 31, 2014.
2. Authorize the Director of the Department of Public Social Services (DPSS) to administer the contract.
3. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to exercise renewal options, based on the availability of fiscal funding, and to sign amendments that do not change the substantive terms of the agreement, including amendments to the comparison provision that do not exceed the annual CPI rates.

**BACKGROUND:**

**Summary**

(Continued on page 2)

*Susan von Zabern*

Susan von Zabern, Director

FINANCIAL DATA	Fiscal Year 2013/2014:	Fiscal Year 2014/2015:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
<b>COST</b>	\$ 700,000.00	\$ 350,000.00	\$ 1,050,000.00	\$ 0.00	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
<b>NET COUNTY COST</b>	\$ 16,800.00	\$ 8,400.00	\$ 25,200.00	\$ 0.00	
<b>SOURCE OF FUNDS:</b> Federal Funding: 53.1%, State Funding: 24.9%, County Funding: 2.4%, Realignment Funding-1991: 6.7%, Realignment Funding-2011: 12.2%, Other Funding: 0.7%				<b>Budget Adjustment:</b> No	
				<b>For Fiscal Year:</b> 2013/2014	

**C.E.O. RECOMMENDATION:** APPROVE

County Executive Office Signature

BY: *Jennifer L. Sargent*  
Jennifer L. Sargent

**MINUTES OF THE BOARD OF SUPERVISORS**

FORM APPROVED COUNTY COUNCIL  
BY: *Jennifer L. Sargent*  
3/25/14  
Departmental Concurrence BOEVA

Purchasing: *Mark Seiler*  
Mark Seiler, Assistant Director

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.: 3/11, 3.36; 12/12, 3.44

District: All

Agenda Number:

3-14

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

**FORM 11:** To approve the attached Amendment to the Agreement with General Security Services, Inc.

[Districts-All][\$1,050,000 (to be allocated over 18 months) 53.1% Federal; 24.9% State; 2.4% County; 6.7% Realignment-1991; 12.2% Realignment-2011; 0.7% other funding].

**DATE:** April 8, 2014

**PAGE:** Page 2 of 3

**BACKGROUND:**

**Summary (continued)**

On March 15, 2011 (Agenda item #3.36), the Board approved the Professional Services Agreement with General Security Services, Inc. for \$450,000.00 annually, which contained an option to renew the agreement for two additional one-year periods. Due to construction and remodel projects, threats of physical harm to staff, altercations with customers in the offices and damage to DPSS buildings, DPSS desires to extend the current contract while a County-wide RFP is concluded for Security Guard services. At existing DPSS facilities, DPSS utilizes General Security's guards for patrol during and after hours for short-term projects to keep the buildings secure while the contractor's team moves in and out of the buildings. DPSS currently has a combined total of 22 CPS/Self-sufficiency offices that have some ongoing and some periodic guard assignments (see attached list) to ensure client/employee safety and to respond to situations when they intensify.

DPSS experiences periodic threats and altercations with customers in the offices. The presence of security guards helps keep the calm and they are responsive to issues when they arise. When a threat is made, DPSS immediately assigns a guard and evaluates the duration of the assignment based on the circumstances. In the last several months, there have been incidents where staff was physically attacked by customers and another staff received a bomb threat, which is being prosecuted by the District Attorney's office. In addition to security guard services, all buildings have secure entrances and most if not all have security cameras. Additionally, DPSS provides staff with safety training and techniques for diffusing difficult customers. As a result of the new hires and additional facilities, the need for additional guard service has significantly increased. Based on the current spending trends, there is a need to amend the existing agreement to increase the funding available for guard services for the remainder of the year.

County Purchasing has announced its intent to release a countywide RFP for unarmed guard services due to requests for guard service from several County Departments; however this process will not be completed until sometime in the new fiscal year. As a result, DPSS is requesting approval to amend the current agreement with General Security Services, Inc. to increase the maximum reimbursable amount by \$600,000.00 from \$450,000.00 to \$1,050,000.00, and extend the term an additional six (6) months for a new end date of December 31, 2014, by which time County Purchasing should have completed the RFP process and have an award vendor in place.

General Security is currently providing unarmed guard service at DPSS, DMH, DOPH and RCRMC. SIU has worked closely with General Security Services, Inc. to leverage service delivery and build a good working relationship, and to date is pleased with the service currently provided by General Security Services, Inc. General Security Service has been providing armed and unarmed contract security officers, specialized contract patrol service and full service investigations since 1944. General Security Service serves all areas of Riverside County including Indio with an area manager specifically for the Riverside County area. Approximately 25% of General Security Service work force is bilingual and is available for immediate deployment.

**Impact on Citizens and Businesses**

The increase in this service is needed to provide 24 hour patrol during construction, to patrol construction sites after hours to keep the buildings secure, and to provide guard service at newly leased facilities.

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**PAGE:** Page 3 of 3

**SUPPLEMENTAL:**

**Additional Fiscal Information**

Sufficient funding is available to cover the increased maximum reimbursable amount (MRA).

**Contract History and Price Reasonableness**

General Security was deemed most responsive and reasonable for DPSS' needs through the previous RFQ No DPARC-191 competitive bid process, and is adhering to its cost proposal. On March 15, 2011 (Agenda #3.36), the Board of Supervisors approved the Agreement with General Security Services, Inc. in the amount of \$450,000.00. The increased funding is requested to cover the additional hours required for guard services and does not increase the hourly rates.

**ATTACHMENTS (if needed, in this order):**

**A. BUDGET ADJUSTMENT**

Sufficient funding has been allocated for this service. No budget adjustment is required.

**B. CHANGE ORDER REPORT**

NUMBER	AMOUNT	PERCENT	DESCRIPTION
N/A	\$700,000.00	56% - FY 13/14	The increase is needed to sustain the additional guard services for new DPSS Buildings, construction sites requiring such services, and placement of new staff.
	\$350,000.00	78% - FY 14/15	

**C.** Agmendment No. AA-02057-05, Agreement No. AA-02057 between DPSS and General Security Services, Inc., DPSS Security Guard Assignments.

**D. REVIEW/APPROVAL:** County Purchasing concurs with this request.

**SvZ: pf**

**DPSS Security Guard Assignments – April 2014**

<u>DPSS locations</u>	<u>Program</u>	<u>Guard Yes/No</u>
Banning 63 S 4 <sup>th</sup> St	TAMD/GAIN/CC	Yes
Banning 901 E Ramsey	APS/CPS/FC	Yes
Blythe 1225 W Hobson Way	TAMD/GAIN	Yes
Blythe 1267 W Hobson Way	APS/CPS	No
Cat City 68-615 Perez Rd #8/9A	TAMD/GAIN/CC	Yes
Cat City 68-625 Perez Rd #2	APS/CPS	No
Corona 1373 Old Temescal #E	MC/FS	No
Corona 505 S Buena Vista	APS	No
Desert Hot Springs 14-201 Palm Dr	GAIN/CC	No
Hemet 541 N. San Jacinto Ave	TAMD/GAIN/CC/APS	Yes Multiple Guards at
Hemet 547 N. San Jacinto Ave	CPS/FC	Yes one location
Indio 44-199 Monroe St #D	TAMD/GAIN/CC	Yes
Indio 48-113 Jackson St	CPS/FC	Yes
Jurupa 5961 Mission Blvd	TAMD/GAIN/CC/CPS	Yes (assigned to CPS)
Jurupa FRC 5473 Mision Blvd	Family Resource Center	Yes
Lake Elsinore 1400 Minthorn	TAMD/GAIN/CC/APS/CPS	Yes
La Sierra 11060 Magnolia	TAMD/GAIN/CC	Yes Multiple Guards at
La Sierra 11070 Magnolia	CPS/FC	Yes one location
MV – RCRMC 26520 Cactus Ave	MC	No
Moreno Valley 23199 Cottonwood #A	APS/CPS/FC	Yes Multiple Guards at
Moreno Valley 23199 Cottonwood #B	GAIN/CC/CPS Intake	Yes one location
Moreno Valley 23199 Cottonwood #C	TAMD	Yes
Norco 3178 Hamner Ave	TAMD/GAIN/CC	Yes
Perris 201 Redlands	TAMD/GAIN/CC	Yes
Riverside 17069 Hole #110	FS/APS	No
Riverside Metro 3610 Central Ava	CPS/FC	Yes
Riverside 7888 Mission Grove #120	MC	No
Riverside 3950 Reynolds Rod	APS	No
Riverside Call Center 2300 Market	TAMD	Yes
Temecula 27464 Commerce #E	CPS	No
Temecula 43264 Business Park #B1	TAMD	No
Admin	Special	Yes Multiple Guards at
Kidd St	Special	Yes one location
<b>TOTAL</b>		<b>22</b>

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
AMENDMENT # 5  
PROFESSIONAL SERVICES AGREEMENT WITH

General Security Services, Inc.  
Unarmed Guard Service

PROFESSIONAL  
SERVICES CONTRACT: AA-02057-05

CONTRACT TERM: July 1, 2013 through December 31, 2014

EFFECTIVE DATE  
OF AMENDMENT: July 1, 2013

MAXIMUM AMOUNT: \$1,050,000.00

The agreement between the Riverside County Department of Public Social Services, hereinafter referred to as DPSS, and General Security Services, Inc., hereinafter referred to as Contractor, is amended in the following particulars and no others:

1. On page 1 in the heading and every page thereafter, revise all references to the contract number to read: "AA-02057-05."
2. On the Recital page, "MAXIMUM REIMBURSABLE AMOUNT," revise to read: "\$700,000.00."
3. On page 8 at Section VII.A., "MAXIMUM AMOUNT," revise to read:  
"Total payment under this Contract shall not exceed \$1,050,000.00"
4. On page 11 at Section VIII.A., EFFECTIVE PERIOD, revise to read:  
"This Agreement is effective July 1, 2013 through December 31, 2014."

The undersigned, as authorized representatives of DPSS and Contractor, respectively, certify the establishment of the Amendment #5 to the Contract.

Riverside County

General Security Services, Inc.

\_\_\_\_\_  
Jeff Stone  
Chairman, Board of Supervisors

  
\_\_\_\_\_  
Richard DeLong  
President

\_\_\_\_\_  
Date

3-14-2014  
\_\_\_\_\_  
Date

FORM APPROVED COUNTY COUNSEL

BY: Elena M. Boeva 3/25/14  
ELENA M. BOEVA DATE