



## Legislation Text

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**File #:** 20-210, **Version:** 1

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Staff Report for a City of San Leandro City Council Resolution to Authorize the City Manager to Approve a Non-Professional Service Agreement with ANI Private Security and Patrol, Inc. (provides security services for facility reservations at the Marina and Senior Community Centers at a cost of \$65,000 in account number 010-61-025-5890)

### **SUMMARY AND RECOMMENDATION**

Staff recommends that the City Council authorize the City Manager to execute the non-professional services agreement with ANI Private Security and Patrol, Inc. to continue security services for facility reservations at both the Marina and San Leandro Senior Community Centers. This recommendation is the result of a Request for Proposals (RFP) #58213, issued on February 7, 2020 and closed on March 5, 2020. We received a total of one bid for this RFP.

### **BACKGROUND**

The City of San Leandro has utilized security companies to provide security services for the Marina and San Leandro Senior Community Centers since 2011. Facility reservations are booked at least one month in advance and up to one year, to the day. Security is a renter requirement for all bookings in the Titan Auditorium at the Marina Community Center and Main Hall at the Senior Community Center. ANI Private Security and Patrol, Inc. will provide two security officers to patrol and monitor guests at the San Leandro Senior Community Center's Main Hall and Marina Community Center's Titan Auditorium during private facility rentals. Services can span Monday - Sunday, anywhere between 8:00 am - 11:00 pm, at a four-hour minimum. Security is present from the start of the rental event through clean-up.

Funding for this program is part of the City's budget and reservation hosts pay security fees at the rate of \$60 per hour, incorporated into the reservation fees. During Fiscal Year 2018-2019, the Titan Auditorium took in 305 reservations, generating revenue of \$233,533.50. The Main Hall at the San Leandro Senior Community Center hosted 688 social events requiring security and brought in \$547,385.50 in reservation fees.

Due to COVID-19 and Alameda County's Shelter-in-Place Order, facility reservations have been cancelled from March 17, 2020 through June 30, 2020, which did impact the program budget.

The goal of ANI Private Security and Patrol, Inc. is to deliver quality security services to both community centers, including being on-time, providing proper customer service, appropriate patron patrol, and assisting with enforcing facility rules and regulations. ANI Private Security and Patrol, Inc. staff will accept ongoing feedback from reservation hosts regarding the satisfaction of ANI Private Security and Patrol, Inc.'s service. City facility staff will also communicate with ANI Private Security and Patrol, Inc. regularly to ensure proper service and thorough communication.

## **FISCAL IMPACTS**

The attached Agreement provides the Compensation Schedule from July 1, 2020 through June 30, 2021. The proposed agreement keeps the hourly rate of \$32.00 per security guard, as reflected in the agreement. The total compensation for this agreement shall not exceed \$65,000, based on a 55-weekend year cycle and an estimate of 3 rentals per weekend. Funding for Fiscal Year 2020-21 in account 010-61-025-5890 is available for a total of \$33,607 and an additional amount of \$40,000 is proposed in the FY 2021 Budget Amendment scheduled for approval on June 15, 2020.

## **ATTACHMENTS**

- Non-Professional Services Agreement FY 20-21

**PREPARED BY:** Ely Hwang, Manager, Recreation and Human Services Department