



# STAFF REPORT

## CITY of YORBA LINDA

---

### PARKS AND RECREATION DEPARTMENT

**DATE:** MAY 16, 2023

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** MIKE KUDRON, DIRECTOR OF PARKS AND RECREATION  
**PREPARED BY:** VALERIE PASSARELLA, RECREATION SUPERVISOR

**SUBJECT:** APPROVAL OF AMENDMENT NO. 2-STEADFAST SECURITY – PRIVATE  
PATROL SECURITY GUARD SERVICES

---

### **RECOMMENDATION**

It is recommended that City Council:

- Approve Amendment No. 2 to the June 1, 2021, Agreement with Steadfast Security Guard Services in an amount not to exceed \$125,000, extending services through May 31, 2024.

### **BACKGROUND**

The purpose of the private patrol security guard service is to provide unarmed security guards on an as-needed basis for multiple City facilities, including the Yorba Linda Community Center, Cultural Arts Center & Library Campus, the Town Center Parking Structure, and at designated special events. Guards will patrol, identify, and report activities which may create a public nuisance or disturb the peace, as well as ensure that all private rental events serving alcohol follow established Alcohol Use Policies of the City. While on-duty for social and community events such as weddings, fundraisers, and other similar events, security guards will work closely with City staff, Center Weddings & Events staff, and clients to provide supervision, customer service, and conflict resolution while ensuring a safe environment for all patrons of the facility.

### **DISCUSSION**

In April of 2021, the Parks and Recreation Department issued a Request for Proposals seeking businesses to provide private patrol security guard services. Three businesses submitted proposals and after a review of bids and interviews with each business, Steadfast Security was selected. An agreement was entered into with Steadfast Security on June 1, 2021 for one year of security services in the amount not to exceed \$125,000. The agreement included the option to extend the agreement for up to four additional one-year renewal periods. Amendment No. 1 was entered into on July 27, 2022 in the amount not to exceed \$125,000, extending the term to May 31, 2023. Amendment No. 2 with Steadfast Security will extend the term of the Agreement through May 31, 2024, and Steadfast Security

## **APPROVAL OF AMENDMENT NO. 2 – STEADFAST SECURITY – PRIVATE PATROL SECURITY GUARD SERVICES**

Page | 2

will continue to provide security guard services on an as-needed basis at City facilities, including the Yorba Linda Community Center, Cultural Arts Center & Library Campus, the Town Center Parking Structure, and at designated special events. Additionally, security guard services may be provided at other locations as needed.

### **FISCAL IMPACT**

Staff is recommending the approval of Amendment No. 2 in the amount not to exceed \$125,000 for the period of June 1, 2023, through May 31, 2024. While the not to exceed amount of the contract has remained the same, the contractor has continued to increase the hourly rates based on the Consumer Price Index (CPI). Staff will monitor these costs and should the need arise to amend the not to exceed amount, we will return to Council for consideration. Per Administrative Policy A-F-5 (Purchasing, Bidding, & Contracting), City Council approval is required should service contracts exceed the \$75,000 threshold. Services associated with this Agreement have been requested in the FY 2023-2024 budget.

### **ALTERNATIVES**

Do not approve the agreement and provide further direction to staff.

### **ATTACHMENTS**

1. Professional Services Agreement with Steadfast Security dated June 1, 2021
  2. Amendment No. 2 with Steadfast Security
-