



AGENDA MEMORANDUM

First Reading Ordinance for the City Council Meeting of October 25, 2022
Second Reading Ordinance for the City Council Meeting of November 1, 2022

DATE: October 18, 2022
TO: Peter Zanoni, City Manager
FROM: Josh Chronley, Assistant Director of Finance-Procurement
Joshc2@cctexas.com
(361) 826-3169

Amendment No. 5 to Uniformed Security Guard Service

CAPTION:

Ordinance authorizing Amendment No. 5 to the service agreement with Sec-Ops, Inc., for citywide security guard services in an amount not to exceed \$410,904.13, with FY 2023 funding from various funds.

SUMMARY:

This ordinance authorizes the execution of amendment No. 5 to the service agreement for uniformed security guard services with Sec-Ops, Inc, to extend for an additional 13 weeks and amend the total contract amount not to exceed \$410,904.13.

BACKGROUND AND FINDINGS:

The uniformed security guards are a combination of armed and unarmed guards and provide onsite security at various locations including City Hall, Frost Building (Development Services and EOC), all six libraries, O.N. Stevens Water Plant, CCIA, Corpus Christi-Nueces County Public Health District, J.C. Elliott Landfill, and Cole Park Pier. The security guards are responsible for patrolling and monitoring all spaces contained within the buildings and surrounding parking areas to ensure safety and order are maintained.

The current contract was established in 2019 for three years. Prior to the original expiration date of this agreement, Procurement began preparing a solicitation for these services to secure a contract prior to the expiration date. However after further review with upper management, it has been determined that more time is needed to secure a new contract for uniformed security guard services. The 13-week extension should be ample time to secure a new contract for the locations listed in the following table and will be billed weekly.

Location	Weekly Billing
City Hall	\$11,663.35
Frost Bank	\$1,344.00
City Libraries	\$3,341.26
Public Health District	\$5,888.40
Corpus Christi International Airport	\$2,822.40
Water Treatment	\$1,974.00
City Landfill	\$1,752.00
Cole Park Pier	\$2,822.40
Total Weekly Billing	\$31,608.01

ALTERNATIVES:

An alternative would be to deny the request. Without approval, City would not have any security guard services in have to perform the service using in-house park enforcement officers.

FISCAL IMPACT:

The fiscal impact for FY2023 budget to the State Hotel Occupancy Tax, General Fund, Water, Airport, Asset Management-Facility Fund is \$410,904.13.

FUNDING DETAIL:

Fund: 1032 State Hotel Occupancy Tax
 Organization/Activity: 13840 Bay Beach Park Enforcement
 Mission Element: 141 Manage & Maintain Parks and Recreation Facilities
 Project # (CIP Only): N/A
 Account: 530000 Professional Services
 Cost: \$36,691.20

Fund: 1020 General Fund
 Organization/Activity: 12504 J.C. Elliott Transfer Station
 Mission Element: 031 Wase & Brush Collection
 Project # (CIP Only): N/A
 Account: 530000 Professional Services
 Cost: \$22,776.00

Fund: 1020 General Fund
 Organization/Activity: 12800 La Retama Central Library
 Mission Element: 111 Provide Materials
 Project # (CIP Only): N/A
 Account: 530000 Professional Services
 Cost: 10,678.98

Fund: 1020 General Fund
 Organization/Activity: 12820 Ben F. McDonald Public Library
 Mission Element: 111 Provide Materials
 Project # (CIP Only): N/A
 Account: 530000 Professional Services
 Cost: \$6,552.00

Fund:	1020	General Fund
Organization/Activity:	12850	Dr. C P Garcia Public Library
Mission Element:	111	Provide Materials
Project # (CIP Only):	N/A	
Account:	530000	Professional Services
Cost:		\$6,552.00
Fund:	1020	General Fund
Organization/Activity:	12840	Janet F. Harte Public Library
Mission Element:	111	Provide Materials
Project # (CIP Only):	N/A	
Account:	530000	Professional Services
Cost:		\$6,552.00
Fund:	1020	General Fund
Organization/Activity:	12810	Anita & WT Neyland Public Library
Mission Element:	111	Provide Materials
Project # (CIP Only):	N/A	
Account:	530000	Professional Services
Cost:		\$6,552.00
Fund:	1020	General Fund
Organization/Activity:	12830	Owen Hopkins Public Library
Mission Element:	111	Provide Materials
Project # (CIP Only):	N/A	
Account:	530000	Professional Services
Cost:		\$6,552.00
Fund:	4010	Water
Organization/Activity:	31010	Stevens Filter Plant
Mission Element:	062	Treat Water
Project # (CIP Only):	N/A	
Account:	530000	Professional Services
Cost:		\$25,662.00
Fund:	4610	Airport
Organization/Activity:	35055	Airport Operations
Mission Element:	272	Manage Airport Operations
Project # (CIP Only):	N/A	
Account:	530000	Professional Services
Cost:		\$36,691.20
Fund:	1020	General Fund
Organization/Activity:	12610	Health Office Building
Mission Element:	101	Enforce Health & Safety Codes
Project # (CIP Only):	N/A	
Account:	530000	Professional Services
Cost:		\$17,253.60

Fund: 1066 Health Grants
Organization/Activity: 831557F Health COVID Grant
Mission Element: 103 Immunize PrvntDisease HlthSurv
Project # (CIP Only): N/A
Account: 530000 Professional Services
Cost: \$58,203.60

Fund: 1066 Health Grants
Organization/Activity: 831323F Health WIC Building
Mission Element: 106 Conduct Health Education
Project # (CIP Only): N/A
Account: 530000 Professional Services
Cost: \$1,092.00

Fund: 5115 Asset Management-Facility Fund
Organization/Activity: 40310 Facility Maintenance-City Hall
Mission Element: 191 Operate City Buildings and Facilities
Project # (CIP Only): N/A
Account: 530000 Professional Services
Cost: \$151,623.55

Fund: 5115 Asset Management-Facility Fund
Organization/Activity: 40305 Facility Maintenance-Dev Center/EOC
Mission Element: 191 Operate City Buildings and Facilities
Project # (CIP Only): N/A
Account: 530000 Professional Services
Cost: \$17,472.00

RECOMMENDATION:

Staff recommends approval of this ordinance authorizing funding for Security Guard Service with Sec-Ops, Inc. as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Amendment No. 5