



## AGENDA MEMORANDUM

Action Item for the City Council Meeting January 31, 2023

**DATE:** January 31, 2023  
**TO:** Peter Zaroni, City Manager  
**FROM:** Josh Chronley, Assistant Director of Finance-Procurement  
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### Uniformed Security Guard Services

#### **CAPTION:**

Motion authorizing two, three-year service agreements for uniformed security guard services, with each of the following vendors: Universal Protection Service, LP dba Allied Universal Security Services of San Antonio, and TriSec, LLC dba Signal of Corpus Christi, of Corpus Christi, in an amount not to exceed \$6,644,145.34 with funding in the amount of \$1,151,945.96 for FY 2023 available through various funds. The agreement will cover thirteen (13) total locations, which include five (5) locations that require 24-hour service, and (2) with extended operational hours.

Universal Protection Service, LP dba Allied Universal Security Services - \$5,161,476.00  
TriSec, LLC dba Signal of Corpus Christi - \$1,482,669.34

#### **SUMMARY:**

This motion authorizes a three-year service agreement with Universal Protection Service, LP dba Allied Universal Security Services of San Antonio, and TriSec, LLC dba Signal of Corpus Christi to provide uniformed security guard services. The security guards shall be responsible for patrolling and monitoring all spaces contained within the buildings and surrounding parking areas to ensure safety and order are maintained at the thirteen (13) City locations.

#### **BACKGROUND AND FINDINGS:**

The City has a broad need for uniformed security to staff thirteen (13) locations all with unique hours and staffing needs. Locations include but are not limited to City Hall, Frost Building, all six (6) libraries, Health District, Corpus Christi International Airport (CCIA), O.N. Stevens Water Plant, J.C. Elliott Landfill, and Cole Park Pier. Five (5) locations require 24-hour monitoring and two (2) have extended operational hours. The thirteen (13) locations require 100,046 hours of monitoring coverage annually.

In July of 2022 the City issued a Request for Proposals (RFP) for Uniformed Security Guard Services. A total of four (4) firms submitted proposals. During the staff evaluation of the RFP it became evident that none of the four (4) firms were equipped to staff every location at our requested levels. Staff made the decision to recommend to cancel the RFP and reissue with modifications to group locations and make multiple awards. In order to not have the security contract lapse an extension with the existing security service provider was brought for council consideration and was approved on November 1, 2022. A new solicitation was released on November 14, 2022. This solicitation grouped locations and allowed for the City to make multiple awards to ensure adequate coverage at all the requested locations. The groupings were as follows:

Group A: City Hall, Frost Building, Health District

Group B: Six Libraries, CCIA

Group C: O.N. Stevens Water Treatment Plant, J.C. Elliott Landfill, Cole Park Pier

At the solicitation close a total of twelve (12) firms had submitted proposals. Two (2) firms were immediately disqualified for failing to meet the minimum requirements. Eight (8) of the ten (10) remaining firms fell within the competitive range and were all selected for interviews.

Staff recommends splitting the award between the two (2) top scoring firms. Allied Universal, of San Antonio with a local office and over 400 local employees, and Signal 88 of Corpus Christi a locally owned franchise with local staff. The recommendation is Group A and Group C be awarded to Allied Universal and Group B to Signal 88.

The locations in Groups A and C are currently staffed. Allied Universal has provided their written intent to retain as many current guards as possible should they qualify and choose to sign on with Allied. Allied Universal starting wages for unarmed officers and armed officers are \$13.50 and \$15.50 respectively. The Group B locations are currently unstaffed.

### **PROCUREMENT DETAIL:**

A Request for Proposal was issued on November 14, 2022, for uniformed security guard services for the City of Corpus Christi. A total of twelve (12) proposals were submitted to the City for review. Ten (10) of the twelve (12) firms met the minimum qualifications and were given to the City's evaluation committee for technical review. After scoring, eight (8) firms fell within the competitive range and were interviewed and scored according to the published evaluation criteria included in the RFP.

The evaluation committee was comprised of three members, all who deal with the management of their respective locations. These members were from Corpus Christi Water, the Libraries, and Procurement. The evaluation committee rated each proposer and was scored according to 1) firm's experience, 2) understanding the project score, 3) local preference, and finalist included 4) price. Final scores were tabulated for each firm to determine the highest-ranking firms offering the best value to the City for uniformed security guard services.

The City is Recommending Universal Protection Services, LP dba Allied Universal Security Services for Group A and Group C; and TriSec, LLC dba Signal of Corpus Christi for Group B.

### **ALTERNATIVES:**

The City could contract individually for security services by location but may not get as favorable pricing and would require releasing individual solicitations which would take time.

The City could utilize Police Officers in place of hiring security guards but would pull police from areas that likely have greater need. The hourly wage for a base officer not including benefits \$28.356. The Police Chief does not recommend using uniform police as guards.

**FISCAL IMPACT:**

The fiscal impact for the FY 2023 budget to the various funds is \$1,151,945.96 with the remaining balance budgeting in future years subject to the annual budget process.

**FUNDING DETAIL:**

Fund: 4610 Airport  
Organization/Activity: 35055 Airport Operations  
Project # (CIP Only): n/a  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12610 Health Office Building  
Project # (CIP Only): n/a  
Account: 530000 Professional Services

Fund: 4010 Water  
Organization/Activity: 31010 Stevens Filter Plant  
Project # (CIP Only): n/a  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12504 J.C. Elliott Transfer Station  
Project # (CIP Only): n/a  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12800 Central Library  
Project # (CIP Only): n/a  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12820 Ben F McDonald Public Library  
Project # (CIP Only): n/a  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12850 Dr C P Garcia Public Library  
Project # (CIP Only): n/a  
Account: 530000 Professional Services

Fund: 1020 General Fund

Organization/Activity: 12840 Janet F. Harte Public Library  
Project # (CIP Only): n/a  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12810 Anita & WT Neyland Public Library  
Project # (CIP Only): n/a  
Account: 530000 Professional Services

Fund: 1020 General Fund  
Organization/Activity: 12830 Owen Hopkins Public Library  
Project # (CIP Only): n/a  
Account: 530000 Professional Services

**RECOMMENDATION:**

Staff recommends approval of this motion authorizing a two, three-year service agreements with Universal Protection Service, LP, dba Allied Universal Security Services and TriSec, LLC dba Signal of Corpus Christi for onsite armed and unarmed uniformed security guard services as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Evaluation Matrix  
Service Agreements