



Agenda Item

City Council

Item #: 3.5.

9/14/2021

File #: 21-0442

TO: Honorable Mayor and Members of the City Council

THRU: Rick Otto, City Manager

FROM: Dave Curtis, Library Services Director

1. SUBJECT

Agreement with Lyons Security Services, Inc. for Orange Public Library security services.

2. SUMMARY

A four-year agreement to provide security services for the Orange Public Library & History Center in an amount not to exceed \$42,000 annually, for Fiscal Years 2022-2025.

3. RECOMMENDED ACTION

Approve the four-year agreement with Lyons Security Services, Inc. in an amount not to exceed \$42,000 annually for Orange Public Library & History Center security services; and authorize the Mayor and the City Clerk to execute on behalf of the City.

4. FISCAL IMPACT

The total expenditure for this agreement is \$42,000 annually and will be funded through General Fund (100).

5. STRATEGIC PLAN GOALS

Goal 1: Provide for a safe community

a: Provide staffing and resources to deliver services that ensure public safety.

6. DISCUSSION AND BACKGROUND

In August 2016, the Library Services Department implemented a security service program for the Orange Public Library & History Center. The program has proven to reduce incidents of loitering in the Library and its exterior. The presence of the uniformed security guards has acted as a deterrent to patron misbehavior and tamped down displays of frustration from upset customers. Patrons have commented on the improved environment, and staff have said they felt safer and less stressed. In addition, the use of private security services has proved to be an effective and cost-efficient solution to supplement the efforts of the Library Services Department staff and Orange Police Department in maintaining the Library environment.

The contract term is November 1, 2021 through October 31, 2022, with three options for one year extensions. The City Manager is authorized to approve the extensions based upon available funds and satisfactory service. This agreement includes an amount not to exceed \$42,000 per year, for four years. Funding for the initial year is included in the Fiscal Year 2021-2022 budget. Funding for the

remaining three years is dependent on City Council's annual budget approval through the Fiscal Year 2024-2025. If funds are not budgeted, the agreement can be terminated or reduced to meet that year's allocation. The contract amount will generally allow for six hour shifts, six days a week.

The Community Services Department previously advertised a security services proposal for their facilities and parks in March 2020. As a result, the City Council awarded a four-year agreement to Lyons Security Services, Inc. on May 12, 2020. Lyons Security Services, Inc. is familiar and experienced with the City's policies and procedures for the last three years. In addition, Public Works utilized the same scope of work and rate structure from this proposal for the Parking Structure Security Patrol Services.

With the addition of the contract for the Orange Public Library, Lyons Security Services, Inc. will provide security services at the following City locations at a total annual cost of \$192,000:

Parks (all 21 park facilities to a pre-determined schedule by the City based on needs) - after hours security - Annual cost of \$110,000

Parking Structure - after hours security - Annual cost of \$40,000

Orange Public Library & History Center - operating hours security - Annual cost of \$42,000

7. ATTACHMENTS

- Professional Services Agreement