

## STAFF REPORT

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**Date:** May 8, 2024

**To:** Mayor and City Council

**Through:** Doug Thornley, City Manager

**Subject:** Staff Report (For Possible Action): Approval of amended contract for security services between the City of Reno and Universal Protection Service, LLC dba Allied Universal Security Services to include all contracted hours for dispatch in an amount not to exceed \$133,879.20. (General Fund)

**From:** Chris Harper, Security Manager

**Department:** City Manager's Office

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**Summary:**

Universal Protection Service, LLC dba Allied Universal Security Services has provided security services in accordance with City needs since January 2014. Council approved an amendment to the contract adding 2.1 full-time equivalent (FTE) dispatchers on June 14, 2023. On that date, staff asked for approval of \$133,879.20 which equated to 50% of the full contract amount of \$267,758.40. Through an interlocal agreement, Washoe County would pay the remaining 50% of shared security dispatch services. However, to execute the interlocal agreement, a contract needs to be in place between Allied Universal and the City of Reno for dispatch services at the full amount of \$267,758.40. Following approval of this amended contract to increase the contract by \$133,879.20, an interlocal agreement will be brought back to the Washoe County and City of Reno bodies, and Washoe County will reimburse the City for 50% of costs, retroactive to September 1, 2023, through June 30, 2024.

<b>Consent Review</b>	<b>Yes</b>	<b>No</b>
1. Is this item an annual or standard item that comes before Council for regular approval?		<b>X</b>
2. Is this item an agreement required based on an item previously approved by Council?	<b>X</b>	
3. Is this item included in the current budget approved and adopted by Council?	<b>X</b>	
<b>Other Considerations</b>		
What percent of the total City budget does this item represent?	<b>0%</b>	

**Alignment with Strategic Plan:**

Public Safety

**Previous Council Action:**

June 14, 2023 – Approval of an amendment to the Allied Universal Security Services contract to include 50% of funds for 2.1 dispatchers.

September 22, 2021 – Council approved a contract with Allied Universal Security Services in which the City of Reno joined with State of Nevada Security Contract #24680 through September 30, 2025.

**Background:**

The safety and security of employees, customers, and visitors, and the overall protection of Reno City Hall and other City-owned facilities are highly dependent on the valuable services provided by Allied Universal security officers. Allied Universal Security Services, a nationally recognized security services firm with over 25 years of service throughout Nevada, works with several local commercial businesses and governmental agencies, including the City of Reno and Washoe County. To further enhance safety measures, the City of Reno security manager and Washoe County security administrator developed the concept of a shared dispatch center, with each entity paying for half the costs.

**Discussion:**

When forming the interlocal agreement, attorneys for the City and County agreed that there needed to be a contract for the full amount (\$267,758.40) of the cost of dispatch between Allied Universal Security Services and the City of Reno in place. The interlocal could then be signed, and the County would reimburse the City for half of the cost of service retroactively from September 1, 2023, through June 30, 2024. Today, staff is asking for approval of an amended contract to increase the number of dispatchers by 2.1 FTEs, which will result in an increase of \$133,879.20. This full amount will be reimbursed by Washoe County retroactive to September 1, 2023, through June 30, 2024.

**Financial Implications:**

This amendment to the contract with Allied Universal Security Services, executed September 22, 2021, has no funding impact due to Washoe County reimbursing the City of Reno for these services.

**Legal Implications:**

Legal review completed for compliance with City procedures and Nevada law. The City's participation in the State of Nevada contract is in conformance with the City Purchasing Policy and Nevada Revised Statute (NRS) 332.195, allowing for local governments to use the joinder

provision of contracts from other government agencies within or outside the State of Nevada with the authorization of the contracting vendor.

**Recommendation:**

Staff recommends Council approve the amended Contract for Security Services between the City of Reno and Universal Protection Service, LLC dba Allied Universal Security Services for Reno security services to include the full cost of the dispatch, and authorize the Mayor to sign.

**Proposed Motion:**

I move to approve the amended Contract for Security Services between the City of Reno and Universal Protection Service, LLC dba Allied Universal Security Services for Reno security services to include the full cost of the dispatch, and authorize the Mayor to sign.

**Attachments:**

City of Reno Amended Contract Adding an Additional 2.1 Dispatchers May 2024

City of Reno Amended Contract Signed June 14, 2023

City of Reno Contract for City Hall Parking Security 2021-2025