

## STAFF REPORT

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**Date:** December 4, 2024

**To:** Mayor and City Council

**Through:** Jackie Bryant, Interim City Manager

**Subject:** **Staff Report (For Possible Action): Approval of an amended contract for security services between the City of Reno and Universal Protection Service, LLC dba Allied Universal Security Services to update the funding source to 100% funded by SLFRF through September 30, 2025, add additional officers for a pilot program at Believe Plaza in a not-to-exceed amount of \$49,000, and potential authorization of the interim City Manager to execute the contract. (ARPA Fund)**

**From:** Chris Harper, Security Manager

**Department:** City Manager's Office

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**Summary:**

Allied Universal officers are tasked with critical responsibilities, including patrolling key locations, managing security dispatch services, responding to emergencies, and ensuring a safe environment for employees and visitors via an ongoing contract with the City of Reno to provide security services for City-owned properties. This contract, which began in October 2021 and extends through September 30, 2025, has undergone multiple amendments. On June 14, 2023, Council approved additional security services, rate increases, and an extension of services.

In March 2023, the Council allocated \$2,000,000 from the State and Local Fiscal Recovery Funds (SLFRF) received through the American Rescue Plan Act (ARPA) for citywide security upgrades. These funds must be fully allocated and contracted by December 31, 2024. Staff recommends using the SLFRF allocation to fund the Allied Universal contract through its current expiration to ensure proper resource allocation and fund spend. Additionally, an amendment is proposed to provide additional officers for a pilot program at Believe Plaza for a not-to-exceed cost of \$49,000, addressing recent incidents and enhancing safety in critical areas. The amended contract includes these adjustments and secures funding through the contract term. Staff is also seeking authorization of the interim City Manager to execute the contract.

<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>N/A</b>	

**Alignment with Strategic Plan:**

Public Safety

Fiscal Sustainability

**Previous Council Action:**

August 28, 2024 - Council approved an amended contract with Universal Protection Service, LLC, doing business as Allied Universal Security Services to update the rate charged through September 30, 2025, for a not-to-exceed amount of \$1,850,655.36.

June 14, 2023 – Council approved an amended contract with Universal Protection Service, LLC, doing business as Allied Universal Security Services. This amendment added additional security services, increased the rates for existing positions, and extended the term for services at the City Corporation Yard through September 30, 2025.

March 8, 2023 – Council allocated \$2,000,000 in State and Local Fiscal Recovery Funds (SLFRF) received through the American Rescue Plan Act (ARPA) on May 19, 2021, for security upgrades across the City of Reno.

September 22, 2021 – Council approved a contract with Allied Universal Security Services by joining the State of Nevada Security Contract #24680, effective through September 30, 2025.

**Background:**

Allied Universal Security Services is a nationally recognized firm with over 25 years of experience serving Nevada and has longstanding partnerships with local businesses and governmental agencies. Allied Universal has provided tailored security services to the City of Reno since January 2014. The current contract commenced on October 1, 2021, and is scheduled to remain in effect until September 30, 2025.

On March 8, 2023, the City Council approved the allocation of \$2,000,000 in SLFRF funds received under the ARPA on May 19, 2021. These funds are designated for security upgrades throughout the City of Reno. Per the SLFRF Final Rule, all funds must be allocated and

contracted by December 31, 2024.

**Discussion:**

The safety and security of City employees, visitors, and properties depend on the services provided by Allied Universal security officers, who perform a range of critical duties, including:

- Monitoring and patrolling City Hall, the City Hall Parking Garage, the Corporation Yard, Believe Plaza, and other City-owned properties to deter criminal activities.
- Managing security dispatch services, operated jointly with Washoe County under an interlocal agreement that includes a direct reimbursement for 50 percent of services from Washoe County.
- Providing rapid emergency responses, addressing safety concerns, and coordinating with local law enforcement when necessary to ensure safety and security of people and property.
- Maintaining a visible and approachable presence to promote safety and assist employees and the public.

The current Allied Universal Security Services contract, set to expire on September 30, 2025, is partially funded using SLFRF dollars. As the SLFRF funds must be fully allocated and contracted by December 31, 2024, staff has determined that additional opportunities to utilize the \$2,000,000 are limited. To maximize resource allocation, staff recommends using the SLFRF funds to fully fund security services through the remainder of the Allied Universal contract term. This strategy will create cost savings in the general fund, which can then be reallocated to security services beyond the current contract period.

In addition, staff proposes an amendment to the Allied Universal contract to provide additional security coverage for a pilot program at Believe Plaza at a cost not-to-exceed \$49,000. This recommendation is in response to increased incidents and activity in critical areas. The deployment of dedicated security officers to Believe Plaza is expected to reduce crime and enhance safety for both residents and visitors in partnership with other city services. The attached amended contract outlines the additional security and clarifies the funding source through September 30, 2025.

**Financial Implications:**

Funding has been identified for this amendment, and for the remainder of the contract from SLFRF dollars.

**Legal Implications:**

Legal review completed for compliance with City procedures and Nevada law.

**Recommendation:**

Staff recommends Council approve an amended Contract for Security Services between the City of Reno and Universal Protection Service, LLC dba Allied Universal Security Services to update the funding source to 100% funded by SLFRF through September 30, 2025, add additional officers for a pilot program at Believe Plaza in a not-to-exceed amount of \$90,000 and authorization of the interim City Manager to execute the contract.

**Proposed Motion:**

I move to approve an amended Contract for Security Services between the City of Reno and Universal Protection Service, LLC dba Allied Universal Security Services to 100% funded by SLFRF update the funding source through September 30, 2025, add additional officers for a pilot program at Believe Plaza in a not-to-exceed amount of \$49,000 and authorization of the interim City Manager to execute the contract.

**Attachments:**

- Amended Contract
- 2021 – 2025 City Hall Security Contract