

## STAFF REPORT

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**Date:** June 14, 2023

**To:** Mayor and City Council

**Thru:** 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 add additional security services, increase the rate charged for the positions, and extend the term of the December 7, 2022, Amendment as to the City Corporation Yard to September 30, 2025 for the amended contract not-to-exceed amount of \$532,861.68. (ARPA Funding and General Fund)

**From:** Chris Harper

**Department:** City Manager's Office

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**Summary:**

Allied Universal Security Services has provided security services in accordance with City needs since January 2014. The current Contract with Allied Universal Security Services began on October 1, 2021 and ends on September 30, 2025. Staff recommends Council approval to amend the current contract with Universal Protection Service, LLC dba Allied Universal Security Services to extend the existing Corporation Yard security coverage, add an additional 2.1 FTE armed security officers for City Hall, add 2.1 security dispatchers, add 2.1 armed City patrol security officers, and increase the wages for the security officers from July 1, 2023 to September 30, 2025 for the amended contract not-to-exceed amount of \$532,861.68.

**Alignment with Strategic Plan:**

Public Safety

**Previous Council Action:**

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

Council approved an amended contract to add security services at the Corporation Yard on December 7, 2022.

**Background:**

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). They will continue to provide security officer services through their Reno office.

**Discussion:**

The safety and security of employees, customers/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. To further enhance safety measures, the inclusion of 24/7 dispatchers, who can monitor real-time CCTV video from the City's cameras, will significantly bolster the security for City employees and visitors at these properties.

The inclusion of 2.1 additional security officers to our City Hall security team will bring forth a multitude of advantages and bring the department into alignment with industry standards. This was identified by the Security Manager and was also a recommendation by the Reno Police Department assessment performed in 2021. These additional security officers will contribute to a significant reduction in overtime costs, ensure continuous supervisor coverage, provide an extra patrol officer for garage patrols, and offer available officers for special events. Incorporating these officers will enhance operational efficiency, reduce overtime, and enable us to address security needs more effectively across various areas.

By introducing a City Security Patrol officer, we can promptly address security concerns at different City properties, ensuring the safety of both employees and visitors. The inclusion of a patrol officer will serve as a valuable asset, enabling us to offer additional services in areas prone to security incidents, workplace violence, or requiring regular property patrols. Moreover, we will have the opportunity to collaborate with the County of Washoe Security Department, working together to promptly respond to incidents and deliver necessary security services across the City.

By increasing the salaries of our officers to align with industry standards, we can enhance the retention rates within our security team. This adjustment will not only ensure a stable and skilled workforce but also attract highly qualified officers to join our ranks. Ultimately, this investment in our security personnel will significantly enhance the overall safety and protection of our City and its facilities.

Since its implementation in November 2022, the additional security coverage of the Corporation Yard, as approved by the Council, has yielded remarkable results. There has been only one reported incident of a trespasser on the premises. The continued presence of security coverage at

this facility is of utmost importance, considering the significant number of employees and valuable City equipment housed within. Sustaining the current level of security ensures the ongoing protection and safeguarding of both personnel and assets at the Corporation Yard.

**Financial Implications:**

Funding has been identified for the length of this amendment (July 1, 2023 to September 30, 2025 - \$532,861.68) from two sources: through ARPA Funding and the Security Budget, to fund new services and to renew the Corporation Yard security coverage (annual \$217,068.96).

In FY23, 100% of the \$532,861 would be ARPA Funded. In FY24, 75% (\$399,576.75) would be ARPA funded and 25% (\$133,192.25) would be from the General Fund. In FY25, 50% (\$199,788.38) would be ARPA Funding, and 50% (\$199,788.38) would be from the General Fund.

**Legal Implications:**

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

**Recommendation:**

Staff recommends Council approval of amended Contract for Security Services between the City of Reno and Universal Protection Service, LLC dba Allied Universal Security Services and authorize the Mayor to sign.

**Proposed Motion:**

I move to approve staff recommendation.

**Attachments:**

Amendment