



CITY COUNCIL STAFF REPORT

DATE: MARCH 6, 2013 CONSENT CALENDAR

SUBJECT: APPROVE A PURCHASE ORDER CONTRACT WITH MAXWELL SECURITY FOR INTERIM UNARMED SECURITY AT THE CITY HALL FACILITY.

FROM: David H. Ready, City Manager

BY: James Thompson, Chief of Staff/City Clerk

SUMMARY

The City Council will consider the approval of a purchase order contract with Maxwell Security for an interim period for unarmed security at City Hall.

RECOMMENDATION:

Approve a purchase order contract with Maxwell Security for as needed unarmed security patrol at City Hall at the contracted hourly rate of \$18.00 per hour.

STAFF ANALYSIS:

In late October, 2012, City Hall Annex (Development Services) was broken into and a fire was set to files and other paper items. The first priority was for clean-up and restoration services.


The City Manager, pursuant to his authority, entered into a purchase order contract with Maxwell Security for unarmed security services at Palm Springs City Hall, to secure the facility pending detail review of the fire and security systems.

Maxwell Security guaranteed the rate in their current contract (Agreement No. A5630) for other city-owned facilities (awarded through a competitive procurement process) at \$18.00 per hour. City staff does not want to amend the contract with Maxwell for City Hall security, as these services are temporary in nature.


The Fire Department, Police Department, Facilities, Information Technology and Procurement have been working on developing two RFP's for a comprehensive fire protection and security system for City Hall. The fire protection system RFP is currently being circulated and the security system RFP will be issued shortly.

FISCAL IMPACT:

Approximately \$5,000 per month for unarmed security services at Palm Springs City Hall Facility. These temporary services may be cancelled at anytime with 24 hour notice to Maxwell Security.



JAMES THOMPSON
Chief of Staff/City Clerk



DAVID H. READY
City Manager