



## Legislation Text

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**File #:** 24-0880, **Version:** 1

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Chief Administrative Office recommending the Board:

- 1) Make findings in accordance with Procurement Policy C-17, Section 3.4 (5) that the attached Amendment II to Agreement 7814, with Citiguard Inc. for security services is exempt from competitive bidding, as the contract amendment is necessary in order to avoid the interruption of County business; and
- 2) Authorize the purchasing agent to sign Amendment II to Agreement 7814 with Citiguard Inc, increasing the contract value by \$20,000 for a new not to exceed amount of \$161,635. There are no changes to the term or rates of the contract. The contract expires on June 25, 2024.

**FUNDING:** General Fund.

### **DISCUSSION / BACKGROUND**

With the Fiscal Year 2022-23 Recommended Budget, the Board approved \$250,000 in General Fund appropriations for potential security enhancements for government facilities to address ongoing concerns about security at County facilities. In December 2022, the Board approved the addition of four Sheriff's Security Officer allocations to patrol the Placerville Government Center. Four allocations will allow for two Sheriff Security Officers patrolling the Government Center primarily during the hours of 7 a.m. to 6 p.m. The Sheriff's Security Officer classification can enforce security and safeguards and protects County property, buildings, and equipment. The classification does not receive prisoners and does not have arrest powers or perform active law enforcement duties.

The recruitment process has been very lengthy with a very small candidate pool. The County has been utilizing a private security firm, Citiguard, to provide temporary security services in the interim until Sheriff Security Officer's can be hired. Currently the County has two Sheriff Security Officers who patrol the main government center with a third officer scheduled to begin at the end of June to patrol Briw Road. With the delays in getting the Security Officers hired and trained, the County has continued to use Citiguard for security services at Briw Road. The Chief Administrative Office is recommending an amendment to the Citiguard contract to increase the contract value from \$141,635 to \$161,635 which will allow enough funding to finish out the term of the contract utilizing one Citiguard officer for Briw Road. Funding is available from the general fund security enhancement funds. The Chief Administrative Office is recommending that the Board make findings in accordance with Procurement Policy C-17, Section 3.4 (5) that these services are exempt from competitive bidding as the contract amendment is necessary in order to avoid interruption of County business.

### **ALTERNATIVES**

If the contract is not amended, security services at Briw Road will be halted.

### **PRIOR BOARD ACTION**

- 22-2271 - December 13, 2022 - Add four Sheriff Security Officers
- 23-0487 - March 21, 2023 - Modify Sheriff Security Officer job specification
- 24-0070 - January 9, 2024 - Amendment I - Citiguard contract 7814

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Sheriff's Office  
County Counsel

**CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

**FINANCIAL IMPACT**

This amendment does not change the rates of the original agreement. The monthly cost of one full time security officer during the hours of 6:30 a.m. to 6:30 p.m., Monday through Friday, is approximately \$9,000 per month.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

**STRATEGIC PLAN COMPONENT**

N/A

**CONTACT**

Laura Schwartz, Assistant Chief Administrative Officer