



REPORT

DATE ISSUED: March 30, 2016

REPORT NO: HCR16-031

ATTENTION: Chair and Members of the San Diego Housing Commission
For the Agenda of April 8, 2016

SUBJECT: Amendment to Protective Services Contract

COUNCIL DISTRICT: Citywide

REQUESTED ACTION

Approve an amendment to Bald Eagle Security Services' contract for protective services at San Diego Housing Commission owned and/or managed properties.

STAFF RECOMMENDATION

That the San Diego Housing Commission (Housing Commission) take the following actions:

- 1) Approve an amendment to the Bald Eagle Security Services (Bald Eagle Security) contract that increases the not-to-exceed contract amount to \$150,000 for the one-year contract term that expires on June 30, 2016;
- 2) Authorize the President & Chief Executive Officer (President & CEO), or designee, to substitute the funding sources with other available funding sources so long as the total program/project budget amount after substitution does not exceed the approved total budget, should the operational need arise or should such actions be to the benefit of the Housing Commission and its mission. Funding substitutions will be memorialized in an Informational Report at the next scheduled Housing Commission Board Meeting; and
- 3) Authorize the President & CEO, or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and make such actions as are necessary and/or appropriate to implement these approvals.

SUMMARY

The Housing Commission has a need to provide ongoing protective services at Housing Commission-owned and/or managed properties and office facilities. In addition, there is a need to provide occasional security guard services as required for specific incidents or special events.

On March 24, 2015, four bid proposals for protective services were received by the Housing Commission. After a thorough review of the proposals, Bald Eagle Security and North Coast Patrol were awarded one-year contracts in the amount of \$95,000, with four one-year renewal options. Two days prior to contract execution, Housing Commission staff learned that North Coast Patrol was unwilling to enter in a contract with the Housing Commission due to a contract issue. On July 7, 2015,

the Housing Commission granted relief to North Coast Patrol, thereby cancelling any rights, duties, remedies afforded under the proposed contract.

In an effort to secure another contractor in place of North Coast Patrol, the Housing Commission issued another Request for Quote for protective service. After a review of all the bid proposals, the Housing Commission awarded the contract to RBW Security, Inc. That contract, in the amount of \$95,000, was executed on September 15, 2015.

Due to timing of executing the second protective services contract, Bald Eagle Security was the sole option for providing protective services for all Housing Commission-owned properties and office facilities for a period of approximately two and half months. This unexpected situation at the beginning of the contract period has resulted in the maximum contract compensation being exceeded.

FISCAL CONSIDERATIONS

The proposed funding sources and uses approved by this action were approved in the Fiscal Year (FY) 2016 Housing Commission budget and are included in the proposed FY 2017 Budget. Approving this action will not change the FY 2016 or FY 2017 Total Budget.

Approving this action will further give the President & CEO, or designee, the authority to substitute the funding sources with other funding sources available, should the operational need arise or should such action be to the benefit of the Housing Commission and its mission. Funding substitutions will be ratified in an Informational Report at the next Housing Commission Board Meeting.

EQUAL OPPORTUNITY/CONTRACTING

Bald Eagle Security Services is a certified Section 3 Business Concern located in the City of San Diego. It previously submitted the required Work Force Report and EOC forms with its original proposal.

ENVIRONMENTAL REVIEW

This activity is not a project as defined by the California Environmental Quality Act Section 21065 and State CEQA Guidelines Section 15378(b)(5), as it is an administrative activity of government that will not result in direct or indirect physical changes in the environment. The determination that this activity is not subject to CEQA, pursuant to Section 15060(c)(3), is not appealable and a Notice of Right to Appeal the Environmental Determination (NORA) is not required. This activity is categorically excluded from the National Environmental Policy Act pursuant to Section 58.35(b)(3) of Title 24 of the Code of Federal Regulations as operating or maintenance related.

Respectfully submitted,



Jason Woo
Housing Supervisor
Real Estate Division

Approved by,



Deborah N. Ruane
Senior Vice President
Real Estate Division

Hard copies are available for review during business hours at the security information desk in the main lobby of the San Diego Housing Commission offices at 1122 Broadway, San Diego, CA 92101 and at the Office of the San Diego City Clerk, 202 C Street, San Diego, CA 92101. You may also review complete docket materials on the San Diego Housing Commission website at www.sdhc.org.