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San Diego Housing Commission (SDHC)
Award of Contract to Rancho Santa Fe Security Systems for
Security Camera and Patrol Services
Presentation to the SDHC Board of Commissioners
January 19, 2024

Emmanuel Arellano
Vice President of Asset Management
Real Estate Division



SDHC – Contract for Security Camera and Patrol Services

Introduction

- August 24, 2023: SDHC issued a Request for Proposals (RFP) for security camera and patrol services.
- September 20, 2023: The RFP closed.
 - SDHC received five proposals.
- Evaluation committee reviewed, scored and ranked responsive proposals based on:
 - Qualifications and experience
 - Cost
 - Technical experience / capabilities
 - Equity and inclusion
- Rancho Santa Fe Security Systems was deemed the highest ranked and responsive bidder.



SDHC – Contract for Security Camera and Patrol Services

Contract Terms

- Initial one-year term: \$268,000 plus one-time installation charge of \$16,000
- The total cost for a one-year term with four one-year options to renew is \$1,353,902.22
 - Includes an annual 3 percent increase
- Contract contingency equal to 20 percent of the contract amount each year.

Contract Term	Funding Amount	Contingency	Total
Year 1 (February 1, 2024 – January 31, 2025)	\$268,000	\$50,400	\$318,400
1 st Option (February 1, 2025 – January 31, 2026)	\$259,560	\$51,912	\$311,472
2 nd Option (February 1, 2026 – January 31, 2027)	\$267,346	\$53,469	\$320,816
3 rd Option (February 1, 2027 – January 31, 2028)	\$275,367	\$55,073	\$330,440
4 th Option (February 1, 2028 – January 31, 2029)	\$283,628	\$56,726	\$340,353
Total Contract Cost	\$1,353,902		\$1,621,482



SDHC – Contract for Security Camera and Patrol Services

Fiscal Considerations

- Security Camera and Patrol Services is a continuing activity that was included in SDHC's Fiscal Year 2024 budget.
 - SDHC Board of Commissioners approved the budget May 12, 2023.
 - Housing Authority of the City of San Diego approved the budget June 12, 2023.
- Approval of the sources and uses of funds for this item was included in the approved Fiscal Year 2024 budget.
- The award of the contract to Rancho Santa Fe Security Systems is to replace an expired agreement and continue needed services.



SDHC – Contract for Security Camera and Patrol Services

Staff Recommendations

That the SDHC Board of Commissioners take the following actions:

- 1) Authorize SDHC to enter into an agreement with Rancho Santa Fe Security Systems, Inc. to provide security camera and patrol services at eight properties SDHC owns in the city of San Diego for a one-year term from February 1, 2024, through January 31, 2025, with four one-year options to renew and with a contract contingency amount equal to 20% of the contract amount per year. The total not-to-exceed contract amount in the first year will be \$318,400 (\$268,000.00 plus the 20% contingency of \$50,400.00). A 3% increase in the contract amount would apply for each renewal option year SDHC chooses to exercise, as shown below:

Contract Term	Funding Amount	Contingency	Total
Year 1 (February 1, 2024 – January 31, 2025)	\$268,000	\$50,400	\$318,400
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SDHC – Contract for Security Camera and Patrol Services Staff Recommendations (Continued)

- 2) Authorize SDHC’s President and Chief Executive Officer (President & CEO), or designee, to substitute the funding sources with other available funding sources provided that the total program/project budget amount after substitution does not exceed the approved total budget, should the operational need arise or should actions be to the benefit of SDHC and its mission.

- 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 to take such actions as are necessary and/or appropriate to implement these approvals, provided that a copy of the documents, signed as to form by General Counsel, is submitted to each Housing Commissioner.



Questions & Comments

