

BOARD MEETING DATE: June 6, 2025

AGENDA NO. 12

PROPOSAL: Amend Contract for Security Guard Services at Diamond Bar Headquarters

SYNOPSIS: In June 2022, the Board approved the execution of a 3-year contract for security guard services with GSSi, Inc., DBA General Security Service, that includes an option to extend for two additional years. This action is to amend the contract with GSSi, Inc. DBA General Security Service to extend the contract to June 30, 2027, for a total amount not to exceed \$1,477,453. Funding has been requested in FY 2025-26 and will be requested in FY 2026-27.

COMMITTEE: Administrative, May 9, 2025; Recommended for Approval

RECOMMENDED ACTIONS:

Authorize the Executive Officer to amend the contract for security guard services with GSSi, Inc. DBA General Security Service, from July 1, 2025, through June 30, 2027, in an amount not to exceed \$1,477,453 with the funding allocated as follows:

1. \$729,136 (\$694,415 for regular services + \$34,721 for anticipated special services) in FY 2025-26;
2. \$748,317 (\$712,683 for regular services + \$35,634 for anticipated special services) in FY 2026-27.

Wayne Natri
Executive Officer

AJO:mm

Background

South Coast AQMD contracts with a security guard firm to provide professional security guard services and, on occasion, enhanced services for additional coverage for Board meetings and special events. Through a competitive bid process, RFP #2022-07, the Board selected GSSi, Inc. DBA General Security Service for security guard services at the Diamond Bar headquarters facility. The contract term with GSSi, Inc. DBA

General Security Service is set to expire on June 30, 2025. This proposal is to exercise the option to extend the contract through June 30, 2027.

Proposal

Staff recommends that the Board authorize the Executive Officer to exercise the option to extend the security guard services contract through June 30, 2027. GSSi, Inc. DBA General Security Service is South Coast AQMD's current security services provider and has consistently delivered reliable and professional security services, ensuring the safety and security of staff, visitors, and property. Extending the contract ensures the ongoing safety of the headquarters facility without the risk of disruption.

In addition to routine guard services, South Coast AQMD requires occasional enhanced services to provide coverage for special events such as conferences, Board meetings, and committee meetings. To meet these special event needs, staff recommends adding a not-to-exceed amount above the proposal cost to the funding allocation.

Resource Impacts

Costs for the proposed contract amendment are allocated as follows: \$729,136 (\$694,415 for regular services + \$34,721 for anticipated special services) for FY 2025-26 and \$748,317 (\$712,683 for regular services + \$35,634 for anticipated special services) for FY 2026-27. The annual costs listed above include an additional five percent above the costs submitted in the original proposal, to anticipate the costs of future extra or special services. This allocation is based on past costs incurred for such services.

Funds of \$729,136 (\$712,683 for regular services + \$35,634 for anticipated special services) have been requested in the FY 2025-26 budget. Subsequent funding will be requested in the FY 2026-27 budget.