Sacramento Public Library Authority

June 17, 2013

Agenda Item 8.0: Creation of Captain Rank on Securitas Security Services Contract

TO: **Sacramento Public Library Authority Board**

FROM: **Don Tucker, Director of Facilities**

RE: **Securitas Security Services Contract, Add Rank of Captain**

RECOMMENDED ACTION(S):

Adopt Resolution 13-29, approving a supplement to the Securitas Security Services Contract to include the services of a Securitas security guard at the rank of Captain.

REASON FOR RECOMMENDATION

On April 1, 2012 the Authority signed a new two-year contract with three one-year renewal options with Securitas Security Services. The contract provides regular security guard services at fifteen Library locations for a total of 553 hours per week. The contract also specifies three security guard ranks for these services: Guard, Sergeant and Lieutenant. Library staff is recommending the addition of a fourth rank, Captain, to enhance services to the Library. The Captain position would be charged with aiding in incident investigations, especially where detailed review and archiving video records is needed. The position would also provide field training for branch guards and would present periodic training seminars to guards on new policies and procedures and on refresher topics. Finally, the position would provide periodic spot checks on the video surveillance systems currently in seventeen branches to make sure they are operating properly.

The hourly cost for a security guard at the rank of Captain is $17.92 per hour, which is $1.63 per hour more than the cost for a Lieutenant. This amounts to a total annual cost increase of $3,400 per year ($1.63 x 2080 hrs). The total not-to-exceed amount of the contract, if all three renewal option years are taken, would increase from $1,980,000 to $1,993,000 (3.8 years remaining on contract x $3,400 plus escalation). The total weekly hours schedule would remain unchanged at 553 hours per week.

Therefore, staff recommends amending the Securitas Security Services Contract to add the services of a security guard at the rank of Captain No budget adjustment is necessary because the additional cost is absorbed through cost savings on branch closure days resulting from furloughs and holidays.

ATTACHMENT(S):

Resolution 13-29, approving a supplemental agreement to the Securitas Security Services Contract to add the services of a Securitas security gurad at the rank of Captain.

Sacramento Public Library Authority

RESOLUTION NO. 13-29

Adopted by the Governing Board of the Sacramento Public Library Authority on the date of:

June 17, 2013

A RESOLUTION APPROVING A SUPPLEMENTAL AGREEMENT TO THE SECURITAS SECURITY SERVICES CONTRACT TO ADD THE SERVICES OF A SECURITY GUARD AT THE RANK OF CAPTAIN.

BE IT HEREBY RESOLVED BY THE GOVERNING BOARD OF THE SACRAMENTO PUBLIC LIBRARY AUTHORITY AS FOLLOWS:

1. Approve a supplemental agreement to the Securitas Security Services contract to include the services of a security guard at the rank of Captain.

2. The Library Director is authorized to sign all documents related to this contract within the approved terms.

_____
Phil Serna, Chair
Angelique Ashby, Vice Chair

ATTEST:

Rivkah K. Sass, Secretary

By:_____
Linda J. Beymer, Assistant Secretary

ATTACHMENT(S):
None