City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** 10/20/2025

2. **Primary contact person and Department requesting agenda item:** Lisa Vasbinder, Business Services Specialist III and Vicky Haskell, Financial Business Manager, Capital Management Department

3. **Requested Council meeting date:** 11/18/2025

4. **Subject:** City Security

5. **Action Requested:** Adoption of a resolution authorizing the City Manager to execute a contract with Universal Security Guard Association, Inc (USGA) in the amount of $1,456,002.00 for security presence at City buildings, garages, and park facilities.

6. **Note if time sensitive, and why:** The current contract(s) will expire in December of this year, requiring City Council authorization to execute a new agreement to ensure the continuity of services.

7. **Potential fiscal impact(s) - if known by staff at time of request:** The cost is higher than the previous contract due to the inclusion of additional locations requiring security services. Prior contracts only included City Hall, and the Public Works building. This contract includes 8 Parks and Recreation facilities, Parking Garages, and other additional sites.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).** Staff performed outreach to minority and women owned businesses through solicitation processes using the NC electronic Vendor Portal (eVP); and requested that submitting firms outreach to Minority & Women-Owned Business Enterprise (MWBE) service providers for subconsultant services.

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** None

10. **Identify key issues:**
    - The Capital Management Department oversees the current security guards stationed at Public Works and City Hall. The Transportation Department oversees the security guards at the parking garages.
    - The City has decided to consolidate our security operations across all city facilities to ensure consistency, efficiency, and enhanced protection.
    - The City's current security contract expires in **December of this year**, requiring City Council approval of a new contract to avoid service interruption.
    - Security services under this agreement shall apply to city owned facilities, including but not limited to community centers, parks and parking garages as designated by the City.