



**CITY of CALABASAS**  
**CITY COUNCIL AGENDA REPORT**

---

**DATE: JANUARY 3, 2023**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM: MICHAEL MCCONVILLE, INTERIM ADMINISTRATIVE SERVICES  
MANAGER**

**SUBJECT: AUTHORIZATION TO APPROVE AMENDMENT NO. 2 FOR  
ADDITIONAL FUNDING IN THE AMOUNT OF \$125,000 AND THE  
EXTENSION OF THE TERM DATE TO THE EXISTING PROFESSIONAL  
SERVICES AGREEMENT WITH SECURAL SECURITY CORPORATION**

**MEETING DATE: JANUARY 11, 2023**

---

**SUMMARY RECOMMENDATION:**

That the City Council approve Amendment No. 2 for additional funding in the amount of \$125,000 and the extension of the term date through June 1, 2023 to the existing Professional Services Agreement with Secural Security Corporation for security, patrol, outreach, and parking and code enforcement services.

**BACKGROUND:**

On March 2, 2020, the City Council authorized a Professional Services Agreement with Secural Security Corporation in the amount not to exceed \$350,000 for a three-year term for security, patrol, outreach, and parking and code enforcement services.

On August 24, 2022, the City Council authorized Amendment #1 to the contract, increasing the total compensation by \$100,000. This change was required due to the additional need for Secural's services during the height of the COVID-19 pandemic, which included:

COVID-19 – Throughout the COVID-19 pandemic, the City has relied on Secural to provide outreach and enforcement duties for Calabasas Executive orders and LA County Public Health Orders.

Civic Center Security – To reduce vandalism and loitering at the Civic Center during evening hours, the City increased Secural’s nightly security staffing from two nights/12 hours weekly to seven nights/42 hours weekly.

School Adjacent Parking Enforcement – To supplement Sheriff services and relieve traffic congestion at school drop off sites, Secural has provided additional parking enforcement near Calabasas High School, Viewpoint High School, and AC Stelle Middle School.

Miscellaneous Call Outs – The City has increasingly called on Secural to aid with a variety of needs, including SCE PSPS events, homelessness outreach, unlicensed vendor activity on weekends and holidays, and public nuisance activity from large group parties and home rentals during non-business hours.

**DISCUSSION/ANALYSIS:**

The security, patrol, outreach, and parking and code enforcement services that the City currently requests from Secural are significantly different than when the contract was first initiated on March 1, 2020. Considering the change to the City’s needs, 2023 contractual rate increases, and the fact that the current Secural contract ends March 1, 2023, staff is requesting an extension of the term date through June 1, 2023 and an increase in funding to the contract in the amount of \$125,000.

This additional time and funding will provide staff the ability to review and compose an extensive scope of services for a new contract, as well as the opportunity to conduct a Request for Proposals (RFP), if desired.

**FISCAL IMPACT/SOURCE OF FUNDING:**

There is no fiscal impact from this amendment as the \$125,000 has already been appropriated in the FY 2022/23 budget.

**REQUESTED ACTION:**

That the City Council approve Amendment No. 2 for additional funding in the amount of \$125,000 and the extension of the term date through June 1, 2023 to the existing Professional Services Agreement with Secural Security Corporation for security, patrol, outreach, and parking and code enforcement services.

**ATTACHMENTS:**

- A. Amendment No. 2 to Professional Services Agreement
- B. Current Professional Services Agreement