



**Contra
Costa
County**

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: January 9, 2018

Subject: Contract Amendment/Extension with Cypress Security, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Librarian, or designee, to execute a contract amendment with Cypress Security, LLC, effective December 1, 2017, to extend the term from January 31, 2018 through November 30, 2018 and increase the payment limit by \$214,000 to a new payment limit of \$295,000 to provide security services at the Walnut Creek, Concord, and San Pablo Libraries.

FISCAL IMPACT:

100% Library Fund.

BACKGROUND:

The Contra Costa County Library currently has a contract with Cypress Security, LLC, to provide security services at the Walnut Creek Library. This contract amendment extends and increases the dollar amount of the contract and amends the contract to add the Concord Library and San Pablo Library as additional locations to receive security services.

Built in 1959, the Concord Library is one of the busiest branches in Contra Costa County. This is the only branch in the City of Concord which has a population of 128,726 (2016).

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **01/09/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 9, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Gail McPartland,
925-608-7700

cc:

Taking great pride in serving the community, the Library has a helpful staff and is housed in a one-story building than spans 12,500 square feet. The Concord Library is located in downtown Concord, right next to Concord's City Hall and Civic Center. It is a very well-used library that is open to the public 7 days each week for a total of 52 open hours per week. On a daily basis, the

BACKGROUND: (CONT'D)

Concord Library sees up to 600 visitors per day. On an average close to 100 people access this library each hour the library is open. The Concord Library had close to 200,000 library visitors in 2016.

The San Pablo Library opened in its new 20,000 square foot facility in August 2017. The previous location of 9,000 square feet was located in the shopping center at El Portal and San Pablo Avenues. A security guard was provided by the property manager and patrolled the library and other businesses. The new San Pablo Library is open 7 days each week for a total of 47 hours per week, but lacks security services. Since moving to the new location, the foot traffic has tripled from an average of 52 visitors per hour to 136 visitors per hour. The library is projected to have 200,000 library visitors this fiscal year.

In situations where illegal behavior on the part of a patron might be occurring or when staff have difficulty enforcing the Patron Conduct Policy, they currently call upon the local police for assistance. The Concord Police and San Pablo Police have been very responsive to these requests for assistance. However, the Library has determined, through a security review of the incidents that have been occurring, that the services of an unarmed security guard would further help to discourage behaviors that could be dangerous to other patrons or staff or violate the Library's Patron Conduct Policy.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Concord Library and San Pablo Library would not obtain security services to enhance the patron library experience.