



County of Los Angeles  
**DEPARTMENT OF PUBLIC SOCIAL SERVICES**

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April 01, 2025

The Honorable Board of Supervisors  
 County of Los Angeles  
 383 Kenneth Hahn Hall of Administration  
 500 West Temple Street  
 Los Angeles, California 90012

Dear Supervisors:

**RECOMMENDATION TO APPROVE SOLE SOURCE AMENDMENTS  
 TO EXTEND PROPOSITION A CONTRACTS AND INCREASE THE  
 MAXIMUM CONTRACT AMOUNT WITH UNIVERSAL PROTECTION  
 SERVICES, LP DBA ALLIED UNIVERSAL SECURITY SERVICES,  
 USA, INC. TO PROVIDE ARMED SECURITY GUARD SERVICES  
 (ALL DISTRICTS - 3 VOTES)**

**SUBJECT**

The Department of Public Social Services (DPSS) seeks the Board of Supervisors' (Board) approval of two sole source amendments to Proposition A Contracts Numbers 79156 (North Sector) and 79157 (South Sector) with Universal Protection Services, LP dba Allied Universal Security Services (Allied) for Armed and Unarmed Security Guard Services. The amendments will: (1) Change the name of the service being provided from Armed and Unarmed Security Guard Services to Armed Security Guard Services; (2) Increase the funds on Contract 79157 (South Sector) to cover the costs for Fiscal Year (FY) 2024-25, (3) Extend and increase the maximum annual contract amount for the North and South Sector contracts for one additional year from July 1, 2025 through June 30, 2026; and (4) Request delegated authority to increase the contracts by no more than 20 percent of the maximum contract amounts for emergent situations once items 1-3 above are completed. The current contracts expire on June 30, 2025.

To ensure sufficient funds to cover a projected funding shortage in the final quarter of FY 2024-25, this amendment will not have any changes to the North Sector; however, it will increase funds for the South Sector. The amendments will allow DPSS to provide uninterrupted armed security guard services for our employees and the customers served at DPSS locations.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Delegate authority to the Director of DPSS, or designee, to execute amendments substantially similar to Enclosures I and II; to increase the maximum contract amount for the North Sector Contract Number 79156 and South Sector Contract Number 79157 from \$13,290,000 to \$26,517,000, and from \$23,171,000 to \$48,700,000, respectively. A portion of the funding will be used to offset the remaining costs for the South Sector for FY 2024-25 and to fund both Sectors for FY 2025-26. The approval of County Counsel as to form will be obtained prior to executing such an amendment and a cost analysis will be submitted to the Auditor-Controller for approval if warranted. The Director of DPSS, or designee, shall notify the Board within ten business days of executing such an amendment.
  
2. Delegate authority to the Director of DPSS, or designee, to prepare and execute amendments to the Contracts for: (a) Instances which affect the scope of work, term, contract sum, payment terms, or any other term or condition in the contracts; (b) Additions and/or changes required by the Board or Chief Executive Officer (CEO); (c) Changes to be in compliance with applicable County, State, and federal regulations; and (d) Increases or decreases of no more than 20 percent of the maximum contract amount, after the execution of Amendment Three, based on the County's service needs and funding availability. DPSS will obtain the approval of County Counsel as to form prior to executing such amendments and submit cost analyses to the Auditor-Controller for approval if warranted. The Director of DPSS, or designee, shall notify the Board within ten business days of executing such amendments.
  
3. Delegate authority to the Director of DPSS, or designee, to execute amendments to the contracts to include an option to extend for up to six additional months, in any increment provided it is in the best interest of the County. The approval of County Counsel as to form will be obtained prior to executing such amendments and a cost analysis will be submitted to the Auditor-Controller for approval if warranted. The Director of DPSS, or designee, shall notify the Board within ten business days of executing such an amendment.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended action will allow DPSS to change the name of the service from Armed and Unarmed Security Guard Services to Armed Security Guard Services, as only two positions were originally marked as unarmed from the commencement of the contract. As the situation has changed, DPSS requires armed services to maintain critical security services and continue to provide a safe environment for its County employees and residents accessing DPSS facilities at over 40 locations while DPSS completes its solicitation process. This recommended action will also allow DPSS to continue to work with the Contractor by moving towards the current market rate of security guard salaries that will aid in the efforts to minimize the high turnover of the security guards. Under this proposed amendment, we will require the Contractor to increase the starting wage to \$26 per hour, which is well above the current minimum wage in the County.

**Implementation of Strategic Plan Goals**

The recommendations are consistent with the principles of the Countywide Strategic Plan, North Star I - Make Investments that Transform Lives, Goal B – Employment and Sustainable Wages and North Star II - Foster Vibrant and Resilient Communities, Goal C – Public Safety and Goal E: Economic Health.

**FISCAL IMPACT/FINANCING**

North Sector:

Upon approval, the new maximum annual contract amount for FY 2025-26 will be \$6,789,000.

The maximum contract sum for the three-year term, including the two option years is \$26,517,000.

South Sector:

Upon approval, the new maximum annual contract amount for FY 2024-25 will be increased from \$11,014,000 to \$11,403,000 to cover the cost of the remainder of FY 2024-25.

Upon approval, the new maximum annual contract amount for FY 2025-26 will be \$14,126,000.

The maximum contract sum for the three-year term, including the two option years is \$48,700,000.

The costs of these contracts will be offset by federal and State funding, and Net County Cost (NCC). There is sufficient funding for the current year in the Department's FY 2024-25 budget. Funding to cover the FY 2025-26 cost increases has been requested through the Department's annual budget request, which is subject to Board approval. Continuation of the contract increase reflected in this Board letter is subject to available funding. The estimated annual costs for these contracts are indicated in Enclosure III.

To comply with Fiscal Manual Section 12.2.4, a cost analysis was completed for FY 2025-26 and was found to be cost effective as indicated in Enclosure IV.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Allied is in compliance with the Board's required contract provisions, including those requiring the consideration of qualified County employees targeted for layoffs and qualified Greater Avenues for Independence and Skills and Training to Achieve Readiness for Tomorrow (formerly known as General Relief Opportunities for Work) participants for employment openings; the Jury Service Ordinance; the Safely Surrendered Baby Law; and the Child Support program. The contracts provide for termination by the County with a 30-calendar day written notice, should termination be in the County's best interest.

These contracts are subject to Proposition A and the Living Wage Program (Los Angeles County Code, Chapter 2.201). Pursuant to Proposition A, DPSS conducted cost analyses, a summary of which includes for both Sector (Enclosure IV), and determined that these contracts remain cost-effective, and the Auditor-Controller has agreed. Additionally, the proposed Contractor is in compliance with all requirements of the Living Wage Program.

There will be no impact on other County services or projects. The contracts will not infringe on the role of the County in relationship to its residents, and the County's ability to respond to an emergency will not be impaired. Also, there will be no change in risk exposure to the County.

The Contractor is in compliance with all Board, CEO, and County Counsel requirements.

The proposed amendments to the contracts provide that the County has no obligation to pay for

expenditures incurred beyond the negotiated maximum amounts.

County Counsel and the CEO have reviewed this Board letter, and County Counsel has approved the contracts as to form.

Enclosure V, Sole Source Checklist, has been approved by CEO.

## **CONTRACTING PROCESS**

On June 8, 2021, the Board approved Contract Number 79156 (North Sector) and Contract Number 79157 (South Sector) between DPSS and Allied to provide Armed and Unarmed Security Guard Services. The Board approved contract delegated authority to the Director of DPSS, or designee, to prepare and execute amendments to the contracts for increases or decreases of no more than 20 percent of the original contract amounts based on the County's service needs and funding availability. The contracts were for an initial three-year period effective June 23, 2021 through June 22, 2024, with options to extend the term for two one year periods through June 22, 2026.

Considering the critical nature of the services, the rapid escalation of market wages since initial bids were received in August 2020, current inflation, and the significant economic/financial challenges brought by the global pandemic, DPSS obtained approval from the California Department of Social Services (CDSS) to negotiate a new reasonable rate for the Contractor to maintain adequate and qualified employees. On February 1, 2023, Amendment One was executed to increase the original contract amount to pay for increased wages and DPSS notified the Board that it used Board delegated authority to execute Amendment One.

On February 22, 2024, DPSS obtained approval from the CDSS to extend North and South Sector contracts for Armed and Unarmed Security Guard Services for two years and eight days through June 30, 2026. The additional eight days was to align the contract with the FY. On June 20, 2024, Amendment Number Two was executed to increase the original contract amount to pay for additional increased wages and extend the term of the Contract for one year and eight days effective June 23, 2024 through June 30, 2025. On June 24, 2024, DPSS notified the Board that it used Board-delegated authority to execute Amendment Two. The amendments allowed DPSS to utilize the balance of the 20 percent delegated authority amount.

Board Policy 5.100, Sole Source Contracts and Amendments, establishes that funding increases to Board approved contracts are classified as sole source amendments when departments do not have delegated authority to increase the maximum amount. To comply with Board Policy, DPSS notified the Board on July 30, 2024 of its intent to execute a sole source amendment to increase the maximum contract amount above delegated authority for Contract Numbers 79156 and 79157, to prevent disruption of security guard services while DPSS completes its solicitation for successor contracts.

## **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

These contracts will not result in the displacement of any County employees because these services are currently provided by contracted employees.

The Honorable Board of Supervisors

4/1/2025

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**CONCLUSION**

Upon Board approval, the Executive Officer of the Board of Supervisors is requested to return a stamped copy of the Adopted Board letter to the Director of DPSS.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jackie Contreras". The signature is fluid and cursive, written in a professional style.

JACKIE CONTRERAS, Ph.D.

Director

JC:dp

Enclosures

c: Chief Executive Office  
Executive Office, Board of Supervisors  
County Counsel

**AMENDMENT NUMBER THREE  
TO THE CONTRACT BY AND BETWEEN  
COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC SOCIAL SERVICES  
AND  
UNIVERSAL PROTECTION SERVICE, LP  
dba ALLIED UNIVERSAL SECURITY SERVICES  
FOR  
ARMED AND UNARMED SECURITY GUARD SERVICES  
NORTH SECTOR**

Reference is made to the document entitled, "Contract by and between County of Los Angeles, Department of Public Social Services", herein referred to as "DPSS or County", and "Universal Protection Service, LP dba Allied Universal Security Services", hereinafter referred to as "Contractor", for Armed and Unarmed Security Guard Services – North Sector, dated June 23, 2021, Change Notice Number One, dated September 3, 2021, Change Notice Number Two, dated December 9, 2021, Change Notice Number Three, dated September 15, 2022, Change Notice Number Four, dated January 26, 2023, Amendment Number One, dated February 1, 2023, Change Notice Number Five, dated June 28, 2023, Amendment Number Two, dated June 20, 2024, and further identified as County Contract Number 79156, hereinafter referred to as "Contract".

WHEREAS, the County and the Contractor are parties to the Contract adopted by the Board of Supervisors (Board) on June 8, 2021, and the Contractor has been providing Armed and Unarmed Security Guard Services to provide a safe environment for DPSS employees and participants served at DPSS locations.

WHEREAS, on June 20, 2024, Amendment Number Two was executed to increase the original contract amount to pay for wages and extend the term of the Contract for one year and eight days commencing June 23, 2024 through June 30, 2025; and

WHEREAS, the purpose of this amendment is to: (1) change the name of the service being provided from Armed and Unarmed Security Guard Services to Armed Security Guard Services; (2) extend the contract for the second option year effective July 1, 2025 through June 30, 2026; (3) increase the maximum contract amount to cover the entire cost for Fiscal Year 2025-26; and (4) increase the contracts by no more than 20% of the maximum contract amounts for emergent situations upon execution of this amendment.

WHEREAS, the amendment is prepared pursuant to the provisions set forth in Standard Terms and Conditions, Section 8.1, Amendments and Change Notices; and

WHEREAS, it is to the mutual benefit of the County and Contractor to increase the original contract amount for security guard wage increases to be more in line with the job market; and

WHEREAS, it is to the mutual benefit of the County and the Contractor to extend the term of the Contract for one additional year commencing July 1, 2025 through June 30, 2026; and

WHEREAS, the County has determined that it is legal, feasible, and cost-effective to amend this contract for armed and unarmed security guard services.

WHEREAS, on August 1, 2024, DPSS obtained the approval of County Counsel as to form prior to executing this amendment; and

WHEREAS, on January 23, 2025, DPSS obtained approval from the Auditor-Controller for the cost analyses; and

NOW THEREFORE, County and Contractor agree to the following:

- I. **TABLE OF CONTENTS, STANDARD EXHIBITS, EXHIBIT HH, CONTRIBUTION AND AGENT DECLARATION FORM, is added at the end of the Table of Contents.**
- II. **Section 1.0, APPLICABLE DOCUMENTS**, is revised to read as follows:

Exhibits A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z, AA, BB, CC, DD, EE, FF, GG, and HH are attached to and form a part of this Contract. In the event of any conflict or inconsistency in the definition or interpretation of any word, responsibility, schedule, or the contents or description of any task, deliverable, goods, service, or other work, or otherwise between the base Contract and the Exhibits, or between Exhibits, such conflict or inconsistency shall be resolved by giving precedence first to the terms and conditions of the Contract and then to the Exhibits according to the following priority.

**STANDARD EXHIBITS:**

- 1.1 EXHIBIT A STATEMENT OF WORK (SOW)
- 1.2 EXHIBIT B STATEMENT OF WORK TECHNICAL EXHIBITS
- 1.3 EXHIBIT C CONTRACTOR'S BUDGET
- 1.4 EXHIBIT D CONTRACTOR'S EEO CERTIFICATION
- 1.5 EXHIBIT E COUNTY'S ADMINISTRATION
- 1.6 EXHIBIT F CONTRACTOR'S ADMINISTRATION

- 1.7 EXHIBIT G CONTRACTORS ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT
  - G-1 CONTRACTOR ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT
  - G-2 CONTRACTOR EMPLOYEE ACKNOWLEDGEMENT AND CONFIDENTIALITY
  - G-3 CONTRACTOR NON-EMPLOYEE ACKNOWLEDGEMENT AND CONFIDENTIALITY
- 1.8 EXHIBIT H JURY SERVICE ORDINANCE
- 1.9 EXHIBIT I SAFELY SURRENDERED BABY LAW

**UNIQUE EXHIBITS:**

- 1.10 EXHIBIT J LIVING WAGE PROGRAM ORDINANCE
- 1.11 EXHIBIT K LIVING WAGE RATE ANNUAL ADJUSTMENT
- 1.12 EXHIBIT L PAYROLL STATEMENT OF COMPLIANCE
- 1.13 EXHIBIT M (INTENTIONALLY OMITTED)
- 1.14 EXHIBIT N BUSINESS ASSOCIATE AGREEMENT UNDER THE HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT OF 1996 (HIPAA)
- 1.15 EXHIBIT O CHARITABLE CONTRIBUTIONS CERTIFICATION
- 1.16 EXHIBIT P ZERO TOLERANCE HUMAN TRAFFICKING POLICY CERTIFICATION
- 1.17 EXHIBIT Q STOP HUMAN TRAFFICKING POSTER
- 1.18 EXHIBIT R COMPLIANCE WITH FAIR CHANCE EMPLOYMENT HIRING PRACTICES
- 1.19 EXHIBIT S CERTIFICATION OF NO CONFLICT OF INTEREST
- 1.20 EXHIBIT T FAMILIARITY WITH THE COUNTY LOBBYIST ORDINANCE CERTIFICATION
- 1.21 EXHIBIT U ATTESTATION OF WILLINGNESS TO CONSIDER



GAIN/START PARTICIPANTS

- 1.22** EXHIBIT V COUNTY OF LOS ANGELES CONTRACTOR EMPLOYEE JURY SERVICE PROGRAM APPLICATION FOR EXCEPTION AND CERTIFICATION FORM
- 1.23** EXHIBIT W DEFAULTED PROPERTY TAX REDUCTION PROGRAM: ORDINANCE
- 1.24** EXHIBIT X CERTIFICATION OF COMPLIANCE WITH THE COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM
- 1.25** EXHIBIT Y IRS NOTICE 1015
- 1.26** EXHIBIT Z BACKGROUND AND RESOURCES: CALIFORNIA CHARITIES REGULATIONS
- 1.27** EXHIBIT AA SAMPLE MONTHLY INVOICES
- 1.28** EXHIBIT BB CRIMINAL CONVICTION INFORMATION NOTICE AND CERTIFICATION
- 1.29** EXHIBIT CC CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION – LOWER TIERED COVERD TRANSACTIONS (45 C.F.R. PART 76)
- 1.30** EXHIBIT DD NEPOTISM
- 1.31** EXHIBIT EE CONTRACTOR'S NON-DISCRIMINATION IN SERVICES CERTIFICATION
- 1.32** EXHIBIT FF CIVIL RIGHTS COMPLAINT – CONTRACTOR FORM AND FLOWCHART
- 1.33** EXHIBIT GG CONTRACTOR'S CERTIFICATION OF OFFICE LOCATION
- 1.34** EXHIBIT HH: CONTRIBUTION AND AGENT DELARATION FORM

This Contract constitutes the complete and exclusive statement of understanding between the parties, and supersedes all previous contracts, written and oral, and

all communications between the parties relating to the subject matter of this Contract. No change to this Contract shall be valid unless prepared pursuant to Subsection 8.1, Amendments and Change Notices and signed by both parties.

**III. Section 4.0, TERM OF CONTRACT, subsection 4.1, paragraph 4.1.2** is added as follows:

**4.1.2** The term of this Contract will be extended for one (1) additional year, effective July 1, 2025, or upon execution by the Director of DPSS or designee, whichever is later, as authorized by the Board of Supervisors. The term of the contract will expire on June 30, 2026.

**IV. Section 5.0, CONTRACT SUM, subsection 5.1, paragraph 5.1.2** is deleted in their entirety and replaced with the following:

**5.1.2** The maximum annual Contract sum for each of the two option years will be as follows:

6/23/2024 – 6/30/2025: \$ 6,438,672.59

7/01/2025 – 6/30/2026: \$ 6,788,733.12

Contract amounts are contingent upon availability of funding.

**V. Exhibit C-3, Pricing Sheet, Contractor’s Budget, and Budget Narrative (Fiscal Year 2025-26)** is added and attached hereto.

**VI. Exhibit HH, CONTRIBUTION AND AGENT DECLARATION FORM,** is added and attached hereto.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number Three to be executed on its behalf as follows. The Director of the Department of Public Social Services or designee and the Contractor has subscribed the same through its duly authorized officer. All other terms and conditions remain in full force and effect.

The person(s) signing on behalf of Contractor warrants under penalty of perjury that he or she is authorized to bind Contractor and that he or she holds the stated position noted below.

**COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC SOCIAL SERVICES**

**By:** \_\_\_\_\_  
Jackie Contreras, Ph.D., Director

\_\_\_\_\_ Date

**CONTRACTOR NAME: UNIVERSAL PROTECTION SERVICE, LP  
dba ALLIED UNIVERSAL SECURITY SERVICES**

**By:** \_\_\_\_\_  
Steve Claton, President  
Southwest Region

\_\_\_\_\_ Date

**APPROVED AS TO FORM:**  
Dawyn R. Harrison  
County Counsel

**By:** \_\_\_\_\_  
Melinda White-Svec, County Counsel

\_\_\_\_\_ Date

## ARMED SECURITY GUARD SERVICES NORTH SECTOR - PRICING SHEET

The undersigned offers to furnish all personnel and materials for the provision of Armed Security Guard Service. Said work will be done for the period prescribed and in the manner set forth Exhibit A, Statement of Work and The quoted hourly rates will be contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc. Overtime and Special Rates will calculate automatically in the Overtime/Special Rates Table based on the "All-Inclusive Fixed Rates" entered.

I agree to provide comprehensive Armed Security Guard Service for DPSS in Los Angeles County. The following prices being bid are firm and fixed for the term of the Contract:

<b>NORTH SECTOR</b>									
<b>ENTER &gt; ALL INCLUSIVE FIXED RATES</b>									
GUARD	ESTIMATED		1 <sup>ST</sup> YEAR	2 <sup>ND</sup> YEAR	3 <sup>RD</sup> YEAR	(FY 2024-2025)	(FY 2025-2026)		SECTOR
ITEM	MONTHLY HOURS	ANNUAL HOURS					RATE	TOTAL	SUBTOTAL
ARMED	11,266.67	135,200					\$ 43.78	\$ 5,919,056.00	\$ 5,919,056.00
UNARMED									
SECURITY GUARD SUPERVISOR	1,126.67	13,520					\$ 47.15	\$ 637,468.00	\$ 637,468.00
*POST COMMANDER (OH)									
*PROJECT MANAGER (OH)									
SUBTOTAL								\$ 6,556,524.00	\$ 6,556,524.00

\*Over Head (OH): Required position, not billed to County.

<b>NORTH SECTOR</b>									
<b>OVERTIME/SPECIAL RATES (FILLS AUTOMATICALLY)</b>									
GUARD	ESTIMATED		1 <sup>ST</sup> YEAR	2 <sup>ND</sup> YEAR	3 <sup>RD</sup> YEAR	(FY 2024-2025)	(FY 2025-2026)		SECTOR
ITEM	MONTHLY HOURS	ANNUAL HOURS					RATE	TOTAL	SUBTOTAL
ARMED	294.67	3,536.00					\$ 65.67	\$ 232,209.12	\$ 232,209.12
UNARMED									
SECURITY GUARD SUPERVISOR							\$ 70.73	\$ -	\$ -
SUBTOTAL								\$ 232,209.12	\$ 232,209.12
<b>GRAND TOTAL</b>								<b>\$ 6,788,733.12</b>	<b>\$ 6,788,733.12</b>

\*\*Overtime rate for holidays. Please refer to Exhibit A, Statement of Work, Subsection 4.5

**BUDGET SHEET FOR ARMED SECURITY GUARD SERVICES**

**Contractor Name:** Allied Universal

**Sector:** North

**Fiscal Year:** 2025-26

**Period:** July 1, 2025 - June 30, 2026

**DIRECT COST (List each staff classification)**

Payroll Title	FTE*	Hourly Rate	Monthly Salary
Armed Security Guard	65	\$26.00	\$292,933.33
Armed Security Guard Supervisor	6.5	\$28.00	\$31,546.67
Armed Security Guard OT		\$39.00	\$11,492.00
Employee Classification		\$0.00	\$0.00
Others (Please continue to list)		\$0.00	\$0.00
<b>Total Salaries and Wages</b>			<b>\$335,972.00</b>

\*FTE = Full Time Equivalent Positions

Employee Benefits	No. of Employees	Monthly Cost per FTE	Total Monthly Cost
Medical Insurance	71.5	\$35.50	\$2,538.25
Dental Insurance	71.5	\$18.96	\$1,355.64
Life Insurance	71.5	\$2.59	\$185.19
Other (list)		\$0.00	\$0.00
<b>Total Benefits</b>			<b>\$4,079.08</b>

Payroll Taxes (List all appropriate, e.g., FICA, SUI, Workers' Compensation, etc.)	
FICA	\$25,097.11
SUI	\$974.32
FUI	\$1,982.23
	\$0.00
<b>Total Payroll Taxes</b>	
	<b>\$28,053.66</b>

Insurance (List Type/Coverage. See Contract, Sub-paragraph 8.25, Insurance Coverage Requirements)	
Workers Comp.	\$11,288.66
General Liability	\$6,282.68
Background Checks	\$0.00
Armed Equipment	\$0.00
Vehicles	\$0.00
Supplies	\$0.00
Services	\$0.00
Office Equipment	\$0.00
Telephone/Utilities	\$0.00
Other (please continue to list)	\$0.00
<b>Total Insurance/Misc. S &amp; S</b>	
	<b>\$17,571.34</b>

**TOTAL DIRECT COSTS** **\$385,676.08**

**INDIRECT COST (List all appropriate)**

General Accounting/Bookkeeping	\$43,038.01
Management Overhead (Branch Mgmt)	\$45,557.80
Management Overhead (Client Mgmt)	\$54,595.45
Other (Related Overhead Costs)	\$16,731.41

**TOTAL INDIRECT COSTS** **\$159,922.67**

**TOTAL DIRECT AND INDIRECT COST** **\$545,598.75**

PROFIT (Please enter percentage) 3.69% **\$20,129.01**

**TOTAL MONTHLY COSTS** **\$565,727.76**

**TOTAL ANNUAL COST (7/1/2025 - 6/30/2026)** **\$6,788,733.12**

<b>BUDGET NARRATIVE</b>	
<b>Contractor Name:</b> <u>Allied Universal</u>	<b>Sector:</b> <u>North</u>
<b>Fiscal Year:</b> <u>2025-26</u>	<b>Period:</b> <u>July 1, 2025 - June 30, 2026</u>
<b><u>DIRECT COST</u></b>	
Armed Security Guard	The Armed Security Guard Labor Cost was calculated as follows: 65 FTEs, taken from the staffing plan, multiplied by 40 hours, multiplied by the hourly wage, multiplied by 52 weeks, divided by 12 months to achieve the monthly cost.
Armed Security Guard Supervisor	The Armed Security Guard Labor Cost was calculated as follows: 6.5 Supervisors (10% of the total FTE's to satisfy 1 Supervisor for every 10 FTEs), multiplied by 40 hours, multiplied by the hourly wage, multiplied by 52 weeks, divided by 12 months to achieve the monthly cost.
Armed Security Guard OT	1.5 times the wage of the Armed Security Guard (1.5 x \$26.00 = \$39.00) \$39.00 times the monthly hours derived from the staffing plan (294.67 hours) for the monthly total.
Medical	Total staff costs, combined Armed Security Guard and Armed Supervisor multiplied by the prorated premium for the benefit plan. The benefit premium is derived from the total premium times the percentage participation of the staff. Approximate average of 30%.
Dental	Total staff costs, combined Armed Security Guard and Armed Supervisor multiplied by the prorated premium for the benefit plan. The benefit premium is derived from the total premium times the percentage participation of the staff. Approximate average of 30%.
Life	Total staff costs, combined Armed Security Guard and Armed Supervisor multiplied by the prorated premium for the benefit plan. The benefit premium is derived from the total premium times the percentage participation of the staff. Approximate average of 30%.
Payroll taxes (FICA, FUI, SUI)	Labor cost multiplied by the payroll tax as follows: FICA 7.47%, FUI 0.59%, SUI 0.29%
Workers Compensation	Worker's Compensation Insurance Costs factored at 3.36% of labor.
General Liability	General Liability Insurance Costs factored at 1.87% of labor.
<b><u>INDIRECT COST</u></b>	
General Accounting/Bookkeeping	Costs include payroll department, payroll services, bank fees, interests, costs associated with generating and distributing payroll to employees. Includes billing department, accounting fees, audits, tax return preparation, inter auditing, 3rd party audits, all associated accounting services and processes.
Management Overhead (Branch Mgmt)	Overhead costs pertaining to the Regional Branch and Corporate Offices supporting the team assigned to the DPSS contract. Include corporate Recruiting, Human resources, Training, Management, Legal, Finance, I.T., Marketing, Diversity, Fleet, Sourcing and Executive departments.
Management Overhead (Client Mgmt)	Overhead cost pertaining to County specific office and specific personnel supporting the DPSS contract. Recruiting department personnel, expenses associated with recruiting department, training department, expenses associated with training department, Human Resources, expenses associated with Human Resources Department, associated personnel engaged in each department.
Other (Related Overhead Costs)	Equipment, supplies, services, certain fleet, maintenance, screening, licensing, permits, miscellaneous costs.

## CONTRIBUTION AND AGENT DECLARATION FORM

This form must be completed separately by all bidders/proposers, including all prime contractors and subcontractors, and by all applicants for licenses, permits, and other entitlements for use issued by the County of Los Angeles ("County").

Pursuant to the Levine Act ([Government Code Section 84308](#)), a member of the Board of Supervisors, other elected County officials (the Sheriff, Assessor, and the District Attorney), and other County employees and/or officers ("County Officers") are disqualified and not able to participate in a proceeding involving contracts, franchises, licenses, permits and other entitlements for use if the County Officer received more than \$250 in contributions in the past 12 months from the bidder, proposer or applicant, any paid agent of the bidder, proposer, or applicant, or any financially interested participant who actively supports or opposes a particular decision in the proceeding.

**State law requires you to disclose information about contributions made by you, your company, and lobbyists and agents paid to represent you. Failure to complete the form in its entirety may result in significant delays in the processing of your application and potential disqualification from the procurement or application process.**

**You must fully answer the applicable questions below. You ("Declarant"), or your company, if applicable, including all entities identified below (collectively, "Declarant Company") must also answer the questions below. The term "employee(s)" shall be defined as employees, officers, partners, owners, or directors of Declarant Company.**

**An affirmative response to any questions will not automatically cause the disqualification of your bid/proposal, or the denial of your application for a license, permit or other entitlement. However, failure to answer questions completely, in good faith, or providing materially false answers may subject a bidder/proposer to disqualification from the procurement.**

*This material is intended for use by bidders/proposers, including all prime contractors and subcontractors, and by all applicants for licenses, permits, and other entitlements for use issued by the County of Los Angeles and does not constitute legal advice. If you have questions about the Levine Act and how it applies to you, you should call your lawyer or contact the Fair Political Practices Commission for further guidance.*

## CONTRIBUTION AND AGENT DECLARATION FORM

Complete each section below. State "none" if applicable.

### A. COMPANY OR APPLICANT INFORMATION

- 1) Declarant Company or Applicant Name:  
Universal Protection Service LP
  - a) If applicable, identify all subcontractors that have been or will be named in your bid or proposal: N/A
  - b) If applicable, variations and acronyms of Declarant Company's name used within the past 12 months: N/A
  - c) Identify all entities or individuals who have the authority to make decisions for you or Declarant Company about making contributions to a County Officer, regardless of whether you or Declarant Company have actually made a contribution:  
Steve Claton, President Southwest Region / Tracy Fuller, President Government Services

### **[IF A COMPANY, ANSWER QUESTIONS 2 - 3]**

- 2) Identify only the Parent(s), Subsidiaries and Related Business Entities that Declarant Company has controlled or directed, or been controlled or directed by. "Controlled or directed" means shared ownership, 50% or greater ownership, or shared management and control between the entities.
  - a) Parent(s):  
Universal Protection GP, Inc., General Partner
  - b) Subsidiaries:  
Peplemark, Inc, Guardsmark (Puerto Rico), LLC, Universal Protection Service, LLC, Spectaguard Acquisition LLC
  - c) Related Business Entities:  
N/A
- 3) If Declarant Company is a closed corporation (non-public, with under 35 shareholders), identify the majority shareholder.  
  
Universal Protection GP, Inc. General Partner
- 4) Identify all entities (proprietorships, firms, partnerships, joint ventures, syndicates, business trusts, companies, corporations, limited liability companies, associations, committees, and any other organization or group of persons acting in concert) whose contributions you or Declarant Company have the authority to direct or control.  
  
Universal Protection Service, LP



**CONTRIBUTION AND AGENT DECLARATION FORM**

- 5) Identify any individuals such as employees, agents, attorneys, law firms, lobbyists, and lobbying firms who are or who will act on behalf of you or Declarant Company and who will receive compensation to communicate with a County Officer regarding the award or approval of **this** contract or project, license, permit, or other entitlement for use.

*(Do **not** list individuals and/or firms who, as part of their profession, either (1) submit to the County drawings or submissions of an architectural, engineering, or similar nature, **or** (2) provide purely technical data or analysis, **and** who will not have any other type of communication with a County agency, employee, or officer.)*

Veritas Public Affairs | Tracey Chavira, Principal

- 6) If you or Declarant Company are a 501(c)(3) non-profit organization, identify the compensated officers of your organization and the compensated members of your board.

N/A

**B. CONTRIBUTIONS**

- 1) Have you or the Declarant Company solicited or directed your employee(s) or agent(s) to make contributions, whether through fundraising events, communications, or any other means, to a County Officer in the past 12 months? If so, provide details of each occurrence, including the date.

<b>Date</b> (contribution solicited, or directed)	<b>Recipient Name</b> (elected official)	<b>Amount</b>
None	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

\*Please attach an additional page, if necessary.

**CONTRIBUTION AND AGENT DECLARATION FORM**

2) Disclose all contributions made by you or any of the entities and individuals identified in Section A to a County officer in the past 12 months.

<b>Date</b> (contribution made)	<b>Name</b> (of the contributor)	<b>Recipient Name</b> (elected official)	<b>Amount</b>
None	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

\*Please attach an additional page, if necessary.

**C. DECLARATION**

By signing this Contribution and Agent Declaration form, you (Declarant), or you and the Declarant Company, if applicable, attest that you have read the entirety of the Contribution Declaration and the statements made herein are true and correct to the best of your knowledge and belief. (Only complete the one section that applies.)

There are zero additional pages attached to this Contribution Declaration Form.


**CONTRIBUTION AND AGENT DECLARATION FORM**

**COMPANY BIDDERS OR APPLICANTS**

I, Scott Naso (Authorized Representative), on behalf of Universal Protection Service, LP (Declarant Company), at which I am employed as Senior Regional Vice President (Title), attest that after having made or caused to be made a reasonably diligent investigation regarding the Declarant Company, the foregoing responses, and the explanation on the attached page(s), if any, are correct to the best of my knowledge and belief. Further, I understand that failure to answer the questions in good faith or providing materially false answers may subject Declarant Company to consequences, including disqualification of its bid/proposal or delays in the processing of the requested contract, license, permit, or other entitlement.

**IMPORTANT NOTICE REGARDING FUTURE AGENTS AND FUTURE CONTRIBUTIONS:**

By signing this Contribution and Agent Declaration form, you also agree that, if Declarant Company hires an agent, such as, but not limited to, an attorney or lobbyist during the course of these proceedings and will compensate them for communicating with the County about this contract, project, permit, license, or other entitlement for use, you agree to inform the County of the identity of the agent or lobbyist and the date of their hire. You also agree to disclose to the County any future contributions made to members of the County Board of Supervisors, another elected County officer (the Sheriff, Assessor, and the District Attorney), or any other County officer or employee by the Declarant Company, or, if applicable, any of the Declarant Company's proposed subcontractors, agents, lobbyists, and employees who have communicated or will communicate with the County about this contract, license, permit, or other entitlement after the date of signing this disclosure form, and within 12 months following the approval, renewal, or extension of the requested contract, license, permit, or entitlement for use.

  
Signature

10/7/2024  
Date

## CONTRIBUTION AND AGENT DECLARATION FORM

### INDIVIDUAL BIDDERS OR APPLICANTS

I, N/A we are a company, declare that the foregoing responses and the explanation on the attached sheet(s), if any, are correct to the best of my knowledge and belief. Further, I understand that failure to answer the questions in good faith or providing materially false answers may subject me to consequences, including disqualification of my bid/proposal or delays in the processing of the requested license, permit, or other entitlement.

### **IMPORTANT NOTICE REGARDING FUTURE AGENTS AND FUTURE CONTRIBUTIONS:**

If I hire an agent or lobbyist during the course of these proceedings and will compensate them for communicating with the County about this contract, project, permit, license, or other entitlement for use, I agree to inform the County of the identity of the agent or lobbyist and the date of their hire. I also agree to disclose to the County any future contributions made to members of the County Board of Supervisors, another elected County official (the Sheriff, Assessor, and the District Attorney), or any other County officer or employee by me, or an agent such as, but not limited to, a lobbyist or attorney representing me, that are made after the date of signing this disclosure form, and within 12 months following the approval, renewal, or extension of the requested contract, license, permit, or entitlement for use.

N/A  
\_\_\_\_\_  
Signature

Click or tap here to enter text.  
Date

**AMENDMENT NUMBER THREE  
TO THE CONTRACT BY AND BETWEEN  
COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC SOCIAL SERVICES  
AND  
UNIVERSAL PROTECTION SERVICE, LP  
dba ALLIED UNIVERSAL SECURITY SERVICES  
FOR  
ARMED AND UNARMED SECURITY GUARD SERVICES  
SOUTH SECTOR**

Reference is made to the document entitled, "Contract by and between County of Los Angeles, Department of Public Social Services", herein referred to as "DPSS or County", and "Universal Protection Service, LP dba Allied Universal Security Services", hereinafter referred to as "Contractor", for Armed and Unarmed Security Guard Services – South Sector, dated June 23, 2021, Change Notice Number One, dated December 9, 2021, Change Notice Number Two, dated September 15, 2022, Change Notice Number Three, dated January 26, 2023, Amendment Number One, dated February 1, 2023, Change Notice Number Five, dated June 28, 2023, Amendment Number Two, dated June 20, 2024, and further identified as County Contract Number 79157, hereinafter referred to as "Contract".

WHEREAS, the County and the Contractor are parties to the Contract adopted by the Board of Supervisors (Board) on June 8, 2021, and the Contractor has been providing Armed and Unarmed Security Guard Services to provide a safe environment for DPSS employees and participants served at DPSS locations.

WHEREAS, on June 20, 2024, Amendment Number Two was executed to increase the original contract amount to pay for wages and extend the term of the Contract for one year and eight days commencing June 23, 2024 through June 30, 2025; and

WHEREAS, the purpose of this amendment is to: (1) change the name of the service being provided from Armed and Unarmed Security Guard Services to Armed Security Guard Services; (2) extend the contract for the second option year effective July 1, 2025 through June 30, 2026; (3) increase the maximum contract amount to cover the remaining cost of Fiscal Year 2024-25 and the entire cost for Fiscal Year 2025-26; and (4) increase the contracts by no more than 20% of the maximum contract amounts for emergent situations upon execution of this amendment.

WHEREAS, the amendment is prepared pursuant to the provisions set forth in Standard Terms and Conditions, Section 8.1, Amendments and Change Notices; and

WHEREAS, it is to the mutual benefit of the County and Contractor to increase the original contract amount for security guard wage increases to be more in line with the job market; and

WHEREAS, it is to the mutual benefit of the County and the Contractor to extend the term of the Contract for one additional year commencing July 1, 2025 through June 30, 2026; and

WHEREAS, the County has determined that it is legal, feasible, and cost-effective to amend this contract for armed and unarmed security guard services; and

WHEREAS, on August 1, 2024, DPSS obtained the approval of County Counsel as to form prior to executing this amendment; and

WHEREAS, on January 23, 2025, DPSS obtained approval from the Auditor-Controller for the cost analyses; and

NOW THEREFORE, County and Contractor agree to the following:

**I. TABLE OF CONTENTS, STANDARD EXHIBITS, EXHIBIT HH, CONTRIBUTION AND AGENT DECLARATION FORM, is added at the end of the Table of Contents.**

**II. Section 1.0, APPLICABLE DOCUMENTS, is revised to read as follows:**

Exhibits A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z, AA, BB, CC, DD, EE, FF, GG, and HH are attached to and form a part of this Contract. In the event of any conflict or inconsistency in the definition or interpretation of any word, responsibility, schedule, or the contents or description of any task, deliverable, goods, service, or other work, or otherwise between the base Contract and the Exhibits, or between Exhibits, such conflict or inconsistency shall be resolved by giving precedence first to the terms and conditions of the Contract and then to the Exhibits according to the following priority.

**STANDARD EXHIBITS:**

**1.1 EXHIBIT A STATEMENT OF WORK (SOW)**

**1.2 EXHIBIT B STATEMENT OF WORK TECHNICAL EXHIBITS**

**1.3 EXHIBIT C CONTRACTOR'S BUDGET**

**1.4 EXHIBIT D CONTRACTOR'S EEO CERTIFICATION**

**1.5 EXHIBIT E COUNTY'S ADMINISTRATION**

**1.6 EXHIBIT F CONTRACTOR'S ADMINISTRATION**

- 1.7 EXHIBIT G CONTRACTORS ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT
  - G-1 CONTRACTOR ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT
  - G-2 CONTRACTOR EMPLOYEE ACKNOWLEDGEMENT AND CONFIDENTIALITY
  - G-3 CONTRACTOR NON-EMPLOYEE ACKNOWLEDGEMENT AND CONFIDENTIALITY
- 1.8 EXHIBIT H JURY SERVICE ORDINANCE
- 1.9 EXHIBIT I SAFELY SURRENDERED BABY LAW
- UNIQUE EXHIBITS:**
- 1.10 EXHIBIT J LIVING WAGE PROGRAM ORDINANCE
- 1.11 EXHIBIT K LIVING WAGE RATE ANNUAL ADJUSTMENT
- 1.12 EXHIBIT L PAYROLL STATEMENT OF COMPLIANCE
- 1.13 EXHIBIT M (INTENTIONALLY OMITTED)
- 1.14 EXHIBIT N BUSINESS ASSOCIATE AGREEMENT UNDER THE HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT OF 1996 (HIPAA)
- 1.15 EXHIBIT O CHARITABLE CONTRIBUTIONS CERTIFICATION
- 1.16 EXHIBIT P ZERO TOLERANCE HUMAN TRAFFICKING POLICY CERTIFICATION
- 1.17 EXHIBIT Q STOP HUMAN TRAFFICKING POSTER
- 1.18 EXHIBIT R COMPLIANCE WITH FAIR CHANCE EMPLOYMENT HIRING PRACTICES
- 1.19 EXHIBIT S CERTIFICATION OF NO CONFLICT OF INTEREST
- 1.20 EXHIBIT T FAMILIARITY WITH THE COUNTY LOBBYIST ORDINANCE CERTIFICATION

- 1.21** EXHIBIT U ATTESTATION OF WILLINGNESS TO CONSIDER GAIN/START PARTICIPANTS
- 1.22** EXHIBIT V COUNTY OF LOS ANGELES CONTRACTOR EMPLOYEE JURY SERVICE PROGRAM APPLICATION FOR EXCEPTION AND CERTIFICATION FORM
- 1.23** EXHIBIT W DEFAULTED PROPERTY TAX REDUCTION PROGRAM: ORDINANCE
- 1.24** EXHIBIT X CERTIFICATION OF COMPLIANCE WITH THE COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM
- 1.25** EXHIBIT Y IRS NOTICE 1015
- 1.26** EXHIBIT Z BACKGROUND AND RESOURCES: CALIFORNIA CHARITIES REGULATIONS
- 1.27** EXHIBIT AA SAMPLE MONTHLY INVOICES
- 1.28** EXHIBIT BB CRIMINAL CONVICTION INFORMATION NOTICE AND CERTIFICATION
- 1.29** EXHIBIT CC CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION – LOWER TIERED COVERD TRANSACTIONS (45 C.F.R. PART 76)
- 1.30** EXHIBIT DD NEPOTISM
- 1.31** EXHIBIT EE CONTRACTOR'S NON-DISCRIMINATION IN SERVICES CERTIFICATION
- 1.32** EXHIBIT FF CIVIL RIGHTS COMPLAINT – CONTRACTOR FORM AND FLOWCHART
- 1.33** EXHIBIT GG CONTRACTOR'S CERTIFICATION OF OFFICE LOCATION
- 1.34** EXHIBIT HH: CONTRIBUTION AND AGENT DELARATION FORM



This Contract constitutes the complete and exclusive statement of understanding between the parties, and supersedes all previous contracts, written and oral, and all communications between the parties relating to the subject matter of this Contract. No change to this Contract shall be valid unless prepared pursuant to Subsection 8.1, Amendments and Change Notices and signed by both parties.

**III. Section 4.0, TERM OF CONTRACT, subsection 4.1, paragraph 4.1.2** is added as follows:

**4.1.2** The term of this Contract will be extended for one (1) additional year, effective July 1, 2025, or upon execution by the Director of DPSS or designee, whichever is later, as authorized by the Board of Supervisors. The term of the contract will expire on June 30, 2026.

**IV. Section 5.0, CONTRACT SUM, subsection 5.1, paragraph 5.1.2** is deleted in their entirety and replaced with the following:

**5.1.2** The maximum annual Contract sum for the two option years will be as follows:

6/23/2024 – 6/30/2025: \$ 11,402,945.39

7/01/2025 – 6/30/2026: \$ 14,126,419.32

Contract amounts are contingent upon availability of funding.

**V. Exhibit C-2(a), Pricing Sheet (Upon Board Approval – June 30, 2025), Contractor’s Budget (Fiscal Year 2024-25), and Budget Narrative** is added and attached hereto.

**VI. Exhibit C-3, Pricing Sheet, Contractor’s Budget, and Budget Narrative (Fiscal Year 2025-26)** is added and attached hereto.

**VII. Exhibit HH, CONTRIBUTION AND AGENT DECLARATION FORM,** is added and attached hereto.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number Three to be executed on its behalf as follows. The Director of the Department of Public Social Services or designee and the Contractor has subscribed the same through its duly authorized officer. All other terms and conditions remain in full force and effect.

The person(s) signing on behalf of Contractor warrants under penalty of perjury that he or she is authorized to bind Contractor and that he or she holds the stated position noted below.

**COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC SOCIAL SERVICES**

**By:** \_\_\_\_\_  
Jackie Contreras, Ph.D., Director

\_\_\_\_\_ Date

**CONTRACTOR NAME: UNIVERSAL PROTECTION SERVICE, LP  
dba ALLIED UNIVERSAL SECURITY SERVICES**

**By:** \_\_\_\_\_  
Steve Claton, President  
Southwest Region

\_\_\_\_\_ Date

**APPROVED AS TO FORM:**  
Dawyn R. Harrison  
County Counsel

**By:** \_\_\_\_\_  
Melinda White-Svec, County Counsel

\_\_\_\_\_ Date

## ARMED SECURITY GUARD SERVICES SOUTH SECTOR - PRICING SHEET

The undersigned offers to furnish all personnel and materials for the provision of Armed Security Guard Service. Said work will be done for the period prescribed and in the manner set forth Exhibit A, Statement of Work and based on projected hours provided in Exhibit B, Technical Exhibit B-2, Minimum Staffing Plan by Zone. The Contractor rates (hourly, monthly, etc.) will include all administrative costs, labor, supervision, materials, transportation, taxes, equipment, and supplies unless stated otherwise. The projected hours are subject to change and do not constitute a guarantee of any number of hours to be served throughout the applicable Sector.

The quoted hourly rates will be contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc.

Overtime and Special Rates will calculate automatically in the Overtime/Special Rates Table based on the "All-Inclusive Fixed Rates" entered.

I agree to provide comprehensive Armed Security Guard Service for DPSS in Los Angeles County. The following prices being bid are firm and fixed for the term of the Contract:

<b>SOUTH SECTOR</b>									
<b>ENTER &gt; ALL INCLUSIVE FIXED RATES</b>									
GUARD	ESTIMATED			1 <sup>ST</sup> YEAR	2 <sup>ND</sup> YEAR	3 <sup>RD</sup> YEAR	OPTION YEAR 1 (FY 2024-2025) Effective Upon Board Approval - 6/30/2025	OPTION YEAR 2 (FY 2025-2026) Effective 7/1/2025 - 6/30/2026	SECTOR
ITEM	HOURS (Upon Board Approval - 6/30/25)	MONTHLY HOURS	ANNUAL HOURS				RATE	TOTAL	SUBTOTAL
ARMED	71,240	23,746.67	284,960.00				\$ 39.22	\$ 2,794,032.80	\$ 2,794,032.80
UNARMED									
SECURITY GUARD SUPERVISOR	7,124	2,374.67	28,496.00				\$ 41.88	\$ 298,353.12	\$ 298,353.12
*POST COMMANDER (OH)									
*PROJECT MANAGER (OH)									
<b>SUBTOTAL</b>								\$ 3,092,385.92	\$ 3,092,385.92

\*Over Head (OH): Required position, not billed to County.

<b>SOUTH SECTOR</b>									
<b>OVERTIME/SPECIAL RATES (FILLS AUTOMATICALLY)</b>									
GUARD	ESTIMATED			1 <sup>ST</sup> YEAR	2 <sup>ND</sup> YEAR	3 <sup>RD</sup> YEAR	OPTION YEAR 1 (FY 2024-2025) Effective Upon Board Approval - 6/30/2025	OPTION YEAR 2 (FY 2025-2026) Effective 7/1/2025 - 6/30/2026	SECTOR
ITEM	HOURS (Upon Board Approval - 6/30/25)	MONTHLY HOURS	ANNUAL HOURS				RATE	TOTAL	SUBTOTAL
ARMED	845	281.67	3,380.00				\$ 58.83	\$ 49,711.35	\$ 49,711.35
UNARMED									
**SECURITY GUARD SUPERVISOR							\$ 62.82	\$ -	\$ -
<b>SUBTOTAL</b>								\$ 49,711.35	\$ 49,711.35
<b>GRAND TOTAL</b>								\$ 3,142,097.27	\$ 3,142,097.27

\*\*Overtime rate for holidays. Please refer to Exhibit A, Statement of Work, Subsection 4.5

**BUDGET SHEET FOR ARMED SECURITY GUARD SERVICES**

Contractor Name: Allied Universal

Sector: South

Fiscal Year: 2024-25

Period: July 1, 2024 - June 30, 2025

**DIRECT COST** (List each staff classification)

Payroll Title	*FTE Estimated 9 month period (7/1/2024 - 3/31/2025)	*FTE Estimated 3 month period (Upon Board Approval - 6/30/2025)	Hourly Rate	Monthly Salary Estimated 9 Month Period (7/1/2024 - 3/31/2025)	Monthly Salary Estimated 3 Month Period (Upon Board Approval - 6/30/2025)	Estimated FY 2024-25 Totals
Armed Security Guard	122.00	137.00	\$ 23.75	\$ 502,233.33	\$ 563,983.33	\$ 6,212,050.00
Armed Security Guard Supervisor	12.20	13.70	\$ 25.25	\$ 53,395.33	\$ 59,960.33	\$ 660,439.00
Armed Security Guard OT			\$ 35.63			
Employee Classification			\$ -			
Others (Please continue to list)			\$ -			
<b>Total Salaries and Wages</b>				<b>\$ 555,628.67</b>	<b>\$ 623,943.67</b>	<b>\$ 6,872,489.00</b>

\*FTE = Full Time Equivalent Positions

Employee Benefits	No. of Employees Estimated 9 month period (7/1/2024 - 3/31/2025)	No. of Employees Estimated 3 month period (Upon Board Approval - 6/30/2025)	Monthly Cost per FTE	Total Monthly Cost Estimated 9 Month Period (7/1/2024 - 3/31/2025)	Total Monthly Cost Estimated 3 Month Period (Upon Board Approval - 6/30/2025)	Estimated FY 2024-25 Totals
Medical Insurance	134.20	150.70	\$ 35.50	\$ 4,764.10	\$ 5,349.85	\$ 58,926.45
Dental Insurance	134.20	150.70	\$ 18.96	\$ 2,544.43	\$ 2,857.27	\$ 31,471.70
Life Insurance	134.20	150.70	\$ 2.59	\$ 347.58	\$ 390.31	\$ 4,299.14
Other (list)			\$ -	\$ -	\$ -	\$ -
<b>Total Benefits</b>				<b>\$ 7,656.11</b>	<b>\$ 8,597.44</b>	<b>\$ 94,697.30</b>

Payroll Taxes (List all appropriate, e.g., FICA, SUI, Workers' Compensation, etc.)	Estimated 9 Month Period (7/1/2024 - 3/31/2025)	Estimated 3 Month Period (Upon Board Approval - 6/30/2025)	Estimated FY 2024-25 Totals
FICA	\$ 42,394.47	\$ 47,606.90	\$524,370.93
SUI	\$ 1,666.89	\$ 1,871.83	\$20,617.50
FUI	\$ 3,333.77	\$ 3,743.66	\$41,234.91
<b>Total Payroll Taxes</b>	<b>\$ 47,395.13</b>	<b>\$ 53,223.39</b>	<b>\$ 586,223.34</b>

Insurance (List Type/Coverage. See Contract, Sub-paragraph 8.25, Insurance Coverage Requirements)	Estimated 9 Month Period (7/1/2024 - 3/31/2025)	Estimated 3 Month Period (Upon Board Approval - 6/30/2025)	Estimated FY 2024-25 Totals
Workers Comp.	\$ 19,058.06	\$ 21,401.27	\$ 235,726.35
General Liability	\$ 10,612.51	\$ 11,917.32	\$ 131,264.55
Background Checks			
Armed Equipment			
Vehicles			
Supplies			
Services			
Office Equipment			
Telephone/Utilities			
Other (please continue to list)			
<b>Total Insurance/Misc. S &amp; S</b>	<b>\$ 29,670.57</b>	<b>\$ 33,318.59</b>	<b>\$ 366,990.90</b>

**TOTAL DIRECT COSTS** \$ 640,350.48 \$ 719,082.08 \$ 7,920,400.54

**INDIRECT COST** (List all appropriate)

	Estimated 9 Month Period (7/1/2024 - 3/31/2025)	Estimated 3 Month Period (Upon Board Approval - 6/30/2025)	Estimated FY 2024-25 Totals
General Accounting/Bookkeeping	\$ 41,385.13	\$ 46,310.64	\$ 511,398.09
Management Overhead (Branch Mgmt)	\$ 82,057.15	\$ 91,983.31	\$ 1,014,464.28
Management Overhead (Client Mgmt)	\$ 97,170.25	\$ 108,954.58	\$ 1,201,395.99
Other (Related Overhead Costs)	\$ 28,392.62	\$ 31,883.52	\$ 351,184.14
<b>Total</b>	<b>\$ 249,005.15</b>	<b>\$ 279,132.05</b>	<b>\$ 3,078,442.50</b>

**TOTAL INDIRECT COSTS** \$ 3,078,442.50

**TOTAL DIRECT AND INDIRECT COST** \$ 10,998,843.04

**PROFIT (3.69%)** \$ 404,102.35

**TOTAL MONTHLY COSTS** \$ 950,245.45

**TOTAL ANNUAL COST** \$ 11,402,945.39

**BUDGET NARRATIVE**

**Contractor Name:** Allied Universal

**Sector:** South

**Fiscal Year:** 2024-25

**Period:** July 1, 2024 - June 30, 2025

<b>DIRECT COST</b>	
Armed Security Guard	The Armed Security Guard Labor Cost was calculated as follows: 122 FTEs for the first 9 months/137 FTEs for the last 3 months, taken from the staffing plan, multiplied by 40 hours, multiplied by the hourly wage, multiplied by 52 weeks, divided by 12 months to achieve the monthly cost.
Armed Security Guard Supervisor	The Armed Security Guard Labor Cost was calculated as follows: 12.2 Supervisors for the first 9 months/13.7 Supervisors for the last 3 months (10% of the total FTE's to satisfy 1 Supervisor for every 10 FTEs), multiplied by 40 hours, multiplied by the hourly wage, multiplied by 52 weeks, divided by 12 months to achieve the monthly cost.
Armed Security Guard OT	1.5 times the wage of the Armed Security Guard (1.5 x \$26.00 = \$39.00) \$39.00 times the monthly hours derived from the staffing plan (281.67 hours) for the monthly total.
Medical	Total staff costs, combined Armed Security Guard and Armed Supervisor multiplied by the prorated premium for the benefit plan. The benefit premium is derived from the total premium times the percentage participation of the staff. Approximate average of 30%.
Dental	Total staff costs, combined Armed Security Guard and Armed Supervisor multiplied by the prorated premium for the benefit plan. The benefit premium is derived from the total premium times the percentage participation of the staff. Approximate average of 30%.
Life	Total staff costs, combined Armed Security Guard and Armed Supervisor multiplied by the prorated premium for the benefit plan. The benefit premium is derived from the total premium times the percentage participation of the staff. Approximate average of 30%.
Payroll taxes (FICA, FUI, SUI)	Labor cost multiplied by the payroll tax as follows: FICA 7.63%, FUI 0.60%, SUI 0.30%
Workers Compensation	Worker's Compensation Insurance Costs factored at 3.43% of labor.
General Liability	General Liability Insurance Costs factored at 1.91% of labor.
<b>INDIRECT COST</b>	
General Accounting/Bookkeeping	Costs include payroll department, payroll services, bank fees, interests, costs associated with generating and distributing payroll to employees. Includes billing department, accounting fees, audits, tax return preparation, inter auditing, 3rd party audits, all associated accounting services and processes.
Management Overhead (Branch Mgmt)	Overhead costs pertaining to the Regional Branch and Corporate Offices supporting the team assigned to the DPSS contract. Include corporate Recruiting, Human resources, Training, Management, Legal, Finance, I.T., Marketing, Diversity, Fleet, Sourcing and Executive departments.
Management Overhead (Client Mgmt)	Overhead cost pertaining to County specific office and specific personnel supporting the DPSS contract. Recruiting department personnel, expenses associated with recruiting department, training department, expenses associated with training department, Human Resources, expenses associated with Human Resources Department, associated personnel engaged in each department.
Other (Related Overhead Costs)	Equipment, supplies, services, certain fleet, maintenance, screening, licensing, permits, miscellaneous costs.

## ARMED SECURITY GUARD SERVICES SOUTH SECTOR - PRICING SHEET

The undersigned offers to furnish all personnel and materials for the provision of Armed Security Guard Service. Said work will be done for the period prescribed and in the manner set forth Exhibit A, Statement of Work and based on projected hours provided in Exhibit B, Technical Exhibit B-2, Minimum Staffing Plan by Zone. The Contractor rates (hourly, monthly, etc.) will include all administrative costs, labor, supervision, materials, transportation, taxes, equipment, and supplies unless stated otherwise. The projected hours are subject to change and do not constitute a guarantee of any number of hours to be served throughout the applicable Sector.

The quoted hourly rates will be contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc.

Overtime and Special Rates will calculate automatically in the Overtime/Special Rates Table based on the "All-Inclusive Fixed Rates" entered.

I agree to provide comprehensive Armed Security Guard Service for DPSS in Los Angeles County. The following prices being bid are firm and fixed for the term of the Contract:

<b>SOUTH SECTOR</b>									
<b>ENTER &gt; ALL INCLUSIVE FIXED RATES</b>									
GUARD	ESTIMATED		1 <sup>ST</sup> YEAR	2 <sup>ND</sup> YEAR	3 <sup>RD</sup> YEAR	(FY 2024-2025)	(FY 2025-2026)		SECTOR
ITEM	MONTHLY HOURS	ANNUAL HOURS					RATE	TOTAL	SUBTOTAL
ARMED	24,128.00	289,536.00					\$ 43.78	\$ 12,675,886.08	\$ 12,675,886.08
UNARMED									
SECURITY GUARD SUPERVISOR	2,412.80	28,953.60					\$ 47.15	\$ 1,365,162.24	\$ 1,365,162.24
*POST COMMANDER (OH)									
*PROJECT MANAGER (OH)									
<b>SUBTOTAL</b>								\$ 14,041,048.32	\$ 14,041,048.32

\*Over Head (OH): Required position, not billed to County.

<b>SOUTH SECTOR</b>									
<b>OVERTIME/SPECIAL RATES (FILLS AUTOMATICALLY)</b>									
GUARD	ESTIMATED		1 <sup>ST</sup> YEAR	2 <sup>ND</sup> YEAR	3 <sup>RD</sup> YEAR	(FY 2024-2025)	(FY 2025-2026)		SECTOR
ITEM	MONTHLY HOURS	ANNUAL HOURS					RATE	TOTAL	SUBTOTAL
ARMED	108.33	1,300.00					\$ 65.67	\$ 85,371.00	\$ 85,371.00
UNARMED									
**SECURITY GUARD SUPERVISOR							\$ 70.73	\$ -	\$ -
<b>SUBTOTAL</b>								\$ 85,371.00	\$ 85,371.00
<b>GRAND TOTAL</b>								\$ 14,126,419.32	\$ 14,126,419.32

\*\*Overtime rate for holidays. Please refer to Exhibit A, Statement of Work, Subsection 4.5

**BUDGET SHEET FOR ARMED SECURITY GUARD SERVICES**

**Contractor Name:** Allied Universal

**Sector:** South

**Fiscal Year:** 2025-26

**Period:** July 1, 2025 - June 30, 2026

**DIRECT COST** (List each staff classification)

Payroll Title	FTE*	Hourly Rate	Monthly Salary
Armed Security Guard	139.2	\$26.00	\$627,328.00
Armed Security Guard Supervisor	13.92	\$28.00	\$67,558.40
Armed Security Guard OT		\$39.00	\$4,225.00
Employee Classification		\$0.00	\$0.00
Others (Please continue to list)		\$0.00	\$0.00
<b>Total Salaries and Wages</b>			<b>\$699,111.40</b>

\*FTE = Full Time Equivalent Positions

Employee Benefits	No. of Employees	Monthly Cost per FTE	Total Monthly Cost
Medical Insurance	153.12	\$35.50	\$5,435.76
Dental Insurance	153.12	\$18.96	\$2,903.16
Life Insurance	153.12	\$2.59	\$396.58
Other (list)		\$0.00	\$0.00
<b>Total Benefits</b>			<b>\$8,735.50</b>

**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Workers' Compensation, etc.)

FICA	\$53,342.20	
SUI	\$2,097.33	
FUI	\$4,194.67	
	\$0.00	
<b>Total Payroll Taxes</b>		<b>\$59,634.20</b>

**Insurance** (List Type/Coverage. See Contract, Sub-paragraph 8.25, Insurance Coverage Requirements)

Workers Comp.	\$23,979.52	
General Liability	\$13,353.03	
Background Checks	\$0.00	
Armed Equipment	\$0.00	
Vehicles	\$0.00	
Supplies	\$0.00	
Services	\$0.00	
Office Equipment	\$0.00	
Telephone/Utilities	\$0.00	
Other (please continue to list)	\$0.00	
<b>Total Insurance/Misc. S &amp; S</b>		<b>\$37,332.55</b>

**TOTAL DIRECT COSTS** **\$804,813.65**

**INDIRECT COST** (List all appropriate)

General Accounting/Bookkeeping	\$54,083.65
Management Overhead (Branch Mgmt)	\$110,110.05
Management Overhead (Client Mgmt)	\$125,700.23
Other (Related Overhead Costs)	\$40,618.37

**TOTAL INDIRECT COSTS** **\$330,512.30**

**TOTAL DIRECT AND INDIRECT COST** **\$1,135,325.95**

PROFIT (Please enter percentage) 3.69% **\$41,875.66**

**TOTAL MONTHLY COSTS** **\$1,177,201.61**

**TOTAL ANNUAL COST (7/1/2025 - 6/30/2026)** **\$14,126,419.32**

**BUDGET NARRATIVE**

**Contractor Name:** Allied Universal

**Sector:** South

**Fiscal Year:** 2025-26

**Period:** July 1, 2025 - June 30, 2026

<b><u>DIRECT COST</u></b>	
Armed Security Guard	The Armed Security Guard Labor Cost was calculated as follows: 139.2 FTEs, taken from the staffing plan, multiplied by 40 hours, multiplied by the hourly wage, multiplied by 52 weeks, divided by 12 months to achieve the monthly cost.
Armed Security Guard Supervisor	The Armed Security Guard Labor Cost was calculated as follows: 13.92 Supervisors (10% of the total FTE's to satisfy 1 Supervisor for every 10 FTEs), multiplied by 40 hours, multiplied by the hourly wage, multiplied by 52 weeks, divided by 12 months to achieve the monthly cost.
Armed Security Guard OT	1.5 times the wage of the Armed Security Guard (1.5 x \$26.00 = \$39.00) \$39.00 times the monthly hours derived from the staffing plan (108.33 hours) for the monthly total.
Medical	Total staff costs, combined Armed Security Guard and Armed Supervisor multiplied by the prorated premium for the benefit plan. The benefit premium is derived from the total premium times the percentage participation of the staff. Approximate average of 30%.
Dental	Total staff costs, combined Armed Security Guard and Armed Supervisor multiplied by the prorated premium for the benefit plan. The benefit premium is derived from the total premium times the percentage participation of the staff. Approximate average of 30%.
Life	Total staff costs, combined Armed Security Guard and Armed Supervisor multiplied by the prorated premium for the benefit plan. The benefit premium is derived from the total premium times the percentage participation of the staff. Approximate average of 30%.
Payroll taxes (FICA, FUI, SUI)	Labor cost multiplied by the payroll tax as follows: FICA 7.63%, FUI 0.60%, SUI 0.30%
Workers Compensation	Worker's Compensation Insurance Costs factored at 3.43% of labor.
General Liability	General Liability Insurance Costs factored at 1.91% of labor.
<b><u>INDIRECT COST</u></b>	
General Accounting/Bookkeeping	Costs include payroll department, payroll services, bank fees, interests, costs associated with generating and distributing payroll to employees. Includes billing department, accounting fees, audits, tax return preparation, internal auditing, 3rd party audits, all associated accounting services and processes.
Management Overhead (Branch Mgmt)	Overhead costs pertaining to the Regional Branch and Corporate Offices supporting the team assigned to the DPSS contract. Include corporate Recruiting, Human resources, Training, Management, Legal, Finance, I.T., Marketing, Diversity, Fleet, Sourcing and Executive departments.
Management Overhead (Client Mgmt)	Overhead cost pertaining to County specific office and specific personnel supporting the DPSS contract. Recruiting department personnel, expenses associated with recruiting department, training department, expenses associated with training department, Human Resources, expenses associated with Human Resources Department, associated personnel engaged in each department.
Other (Related Overhead Costs)	Equipment, supplies, services, certain fleet, maintenance, screening, licensing, permits, miscellaneous costs.



## CONTRIBUTION AND AGENT DECLARATION FORM

This form must be completed separately by all bidders/proposers, including all prime contractors and subcontractors, and by all applicants for licenses, permits, and other entitlements for use issued by the County of Los Angeles ("County").

Pursuant to the Levine Act ([Government Code Section 84308](#)), a member of the Board of Supervisors, other elected County officials (the Sheriff, Assessor, and the District Attorney), and other County employees and/or officers ("County Officers") are disqualified and not able to participate in a proceeding involving contracts, franchises, licenses, permits and other entitlements for use if the County Officer received more than \$250 in contributions in the past 12 months from the bidder, proposer or applicant, any paid agent of the bidder, proposer, or applicant, or any financially interested participant who actively supports or opposes a particular decision in the proceeding.

**State law requires you to disclose information about contributions made by you, your company, and lobbyists and agents paid to represent you. Failure to complete the form in its entirety may result in significant delays in the processing of your application and potential disqualification from the procurement or application process.**

**You must fully answer the applicable questions below. You ("Declarant"), or your company, if applicable, including all entities identified below (collectively, "Declarant Company") must also answer the questions below. The term "employee(s)" shall be defined as employees, officers, partners, owners, or directors of Declarant Company.**

**An affirmative response to any questions will not automatically cause the disqualification of your bid/proposal, or the denial of your application for a license, permit or other entitlement. However, failure to answer questions completely, in good faith, or providing materially false answers may subject a bidder/proposer to disqualification from the procurement.**

*This material is intended for use by bidders/proposers, including all prime contractors and subcontractors, and by all applicants for licenses, permits, and other entitlements for use issued by the County of Los Angeles and does not constitute legal advice. If you have questions about the Levine Act and how it applies to you, you should call your lawyer or contact the Fair Political Practices Commission for further guidance.*

## CONTRIBUTION AND AGENT DECLARATION FORM

Complete each section below. State "none" if applicable.

### A. COMPANY OR APPLICANT INFORMATION

1) Declarant Company or Applicant Name:  
Universal Protection Service LP

- a) If applicable, identify all subcontractors that have been or will be named in your bid or proposal: N/A
- b) If applicable, variations and acronyms of Declarant Company's name used within the past 12 months: N/A
- c) Identify all entities or individuals who have the authority to make decisions for you or Declarant Company about making contributions to a County Officer, regardless of whether you or Declarant Company have actually made a contribution:  
Steve Claton, President Southwest Region / Tracy Fuller, President Government Services

### **[IF A COMPANY, ANSWER QUESTIONS 2 - 3]**

2) Identify only the Parent(s), Subsidiaries and Related Business Entities that Declarant Company has controlled or directed, or been controlled or directed by. "Controlled or directed" means shared ownership, 50% or greater ownership, or shared management and control between the entities.

- a) Parent(s):  
Universal Protection GP, Inc., General Partner
- b) Subsidiaries:  
Peoplemark, Inc, Guardsmark (Puerto Rico), LLC, Universal Protection Service, LLC, Spectaguard Acquisition LLC
- c) Related Business Entities:  
N/A

3) If Declarant Company is a closed corporation (non-public, with under 35 shareholders), identify the majority shareholder.

Universal Protection GP, Inc. General Partner

4) Identify all entities (proprietorships, firms, partnerships, joint ventures, syndicates, business trusts, companies, corporations, limited liability companies, associations, committees, and any other organization or group of persons acting in concert) whose contributions you or Declarant Company have the authority to direct or control.

Universal Protection Service, LP

**CONTRIBUTION AND AGENT DECLARATION FORM**

- 5) Identify any individuals such as employees, agents, attorneys, law firms, lobbyists, and lobbying firms who are or who will act on behalf of you or Declarant Company and who will receive compensation to communicate with a County Officer regarding the award or approval of **this** contract or project, license, permit, or other entitlement for use.

*(Do **not** list individuals and/or firms who, as part of their profession, either (1) submit to the County drawings or submissions of an architectural, engineering, or similar nature, **or** (2) provide purely technical data or analysis, **and** who will not have any other type of communication with a County agency, employee, or officer.)*

Veritas Public Affairs | Tracey Chavira, Principal

- 6) If you or Declarant Company are a 501(c)(3) non-profit organization, identify the compensated officers of your organization and the compensated members of your board.

N/A

**B. CONTRIBUTIONS**

- 1) Have you or the Declarant Company solicited or directed your employee(s) or agent(s) to make contributions, whether through fundraising events, communications, or any other means, to a County Officer in the past 12 months? If so, provide details of each occurrence, including the date.

<b>Date</b> (contribution solicited, or directed)	<b>Recipient Name</b> (elected official)	<b>Amount</b>
None	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

\*Please attach an additional page, if necessary.

**CONTRIBUTION AND AGENT DECLARATION FORM**

2) Disclose all contributions made by you or any of the entities and individuals identified in Section A to a County officer in the past 12 months.

<b>Date</b> (contribution made)	<b>Name</b> (of the contributor)	<b>Recipient Name</b> (elected official)	<b>Amount</b>
None	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

\*Please attach an additional page, if necessary.

**C. DECLARATION**

By signing this Contribution and Agent Declaration form, you (Declarant), or you and the Declarant Company, if applicable, attest that you have read the entirety of the Contribution Declaration and the statements made herein are true and correct to the best of your knowledge and belief. (Only complete the one section that applies.)

There are zero additional pages attached to this Contribution Declaration Form.

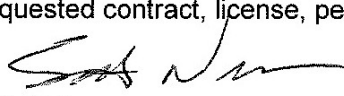
**CONTRIBUTION AND AGENT DECLARATION FORM**

**COMPANY BIDDERS OR APPLICANTS**

I, Scott Naso (Authorized Representative), on behalf of Universal Protection Service, LP (Declarant Company), at which I am employed as Senior Regional Vice President (Title), attest that after having made or caused to be made a reasonably diligent investigation regarding the Declarant Company, the foregoing responses, and the explanation on the attached page(s), if any, are correct to the best of my knowledge and belief. Further, I understand that failure to answer the questions in good faith or providing materially false answers may subject Declarant Company to consequences, including disqualification of its bid/proposal or delays in the processing of the requested contract, license, permit, or other entitlement.

**IMPORTANT NOTICE REGARDING FUTURE AGENTS AND FUTURE CONTRIBUTIONS:**

By signing this Contribution and Agent Declaration form, you also agree that, if Declarant Company hires an agent, such as, but not limited to, an attorney or lobbyist during the course of these proceedings and will compensate them for communicating with the County about this contract, project, permit, license, or other entitlement for use, you agree to inform the County of the identity of the agent or lobbyist and the date of their hire. You also agree to disclose to the County any future contributions made to members of the County Board of Supervisors, another elected County officer (the Sheriff, Assessor, and the District Attorney), or any other County officer or employee by the Declarant Company, or, if applicable, any of the Declarant Company's proposed subcontractors, agents, lobbyists, and employees who have communicated or will communicate with the County about this contract, license, permit, or other entitlement after the date of signing this disclosure form, and within 12 months following the approval, renewal, or extension of the requested contract, license, permit, or entitlement for use.

  
Signature

10/7/2024  
Date

## CONTRIBUTION AND AGENT DECLARATION FORM

### INDIVIDUAL BIDDERS OR APPLICANTS

I, N/A we are a company, declare that the foregoing responses and the explanation on the attached sheet(s), if any, are correct to the best of my knowledge and belief. Further, I understand that failure to answer the questions in good faith or providing materially false answers may subject me to consequences, including disqualification of my bid/proposal or delays in the processing of the requested license, permit, or other entitlement.

### **IMPORTANT NOTICE REGARDING FUTURE AGENTS AND FUTURE CONTRIBUTIONS:**

If I hire an agent or lobbyist during the course of these proceedings and will compensate them for communicating with the County about this contract, project, permit, license, or other entitlement for use, I agree to inform the County of the identity of the agent or lobbyist and the date of their hire. I also agree to disclose to the County any future contributions made to members of the County Board of Supervisors, another elected County official (the Sheriff, Assessor, and the District Attorney), or any other County officer or employee by me, or an agent such as, but not limited to, a lobbyist or attorney representing me, that are made after the date of signing this disclosure form, and within 12 months following the approval, renewal, or extension of the requested contract, license, permit, or entitlement for use.

N/A  
Signature

Click or tap here to enter text.  
Date

**ESTIMATED ANNUAL COST  
FOR  
ARMED AND UNARMED SECURITY GUARD SERVICES (FY 2024-25)  
AND  
ARMED SECURITY GUARD SERVICES (upon Board approval)**

<b>NORTH SECTOR</b>		
	<b>Option Year 1</b>	<b>Option Year 2</b>
Total	\$6,438,672.59	\$6,788,733.12

<b>SOUTH SECTOR</b>		
	<b>Option Year 1</b>	<b>Option Year 2</b>
Total	\$11,402,945.39	\$14,126,419.32



**OSCAR VALDEZ**  
AUDITOR-CONTROLLER

**CONNIE YEE**  
CHIEF DEPUTY AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

AUDIT DIVISION  
WORLD TRADE CENTER  
350 S. FIGUEROA STREET, 8<sup>TH</sup> FLOOR  
LOS ANGELES, CALIFORNIA 90071-1304

ASSISTANT AUDITOR-CONTROLLERS

**MAJIDA ADNAN**  
**RACHELLE ANEMA**  
**ROBERT G. CAMPBELL**

January 23, 2025

TO: Collins Nweke, Chief Financial Officer  
Department of Public Social Services, Financial Management Division

FROM: Carrie Guo, Principal Accountant-Auditor  
Audit Division

Digitally signed by  
Carrie Guo  
Date: 2025.01.23  
16:06:15 -08'00'

SUBJECT: **REVIEW OF PROPOSITION A COST ANALYSES – DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS) ARMED AND UNARMED SECURITY GUARD SERVICES FOR THE NORTH AND SOUTH SECTORS – CONTRACT AMENDMENT NO. 3 (FISCAL YEAR 2025-26)**

County Code Chapter 2.121.420 requires departments to determine whether services can be performed more economically by outside contractors rather than County employees before recommending the award of Proposition A (Prop A) contracts. We have reviewed and validated the Prop A cost analyses performed by your Department for the proposed contract amendments for armed and unarmed security guard services provided by Universal Protection Services, LP dba Allied Universal Security Services at DPSS facilities located throughout the County's North and South Sectors. Your Department's analyses indicate the contract amendments are cost-effective.

If you have any questions, please contact Regina Smith at [rsmith@auditor.lacounty.gov](mailto:rsmith@auditor.lacounty.gov).

MP:cg:rs

c: Michael Pirolo, Audit Division Chief



### SOLE SOURCE CHECKLIST

Department Name: Public Social Services

- New Sole Source Contract
  - Sole Source Amendment to Existing Contracts
- Date Existing Contracts First Approved: June 8, 2021

Check (✓)	<b>JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS</b> Identify applicable justification and provide documentation for each checked item.
<input type="checkbox"/>	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an "Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist."
<input type="checkbox"/>	➤ Compliance with applicable statutory and/or regulatory provisions.
<input type="checkbox"/>	➤ Compliance with State and/or federal programmatic requirements.
<input type="checkbox"/>	➤ Services provided by other public or County-related entities.
<input checked="" type="checkbox"/>	➤ Services are needed to address an emergent or related time-sensitive need.
<input type="checkbox"/>	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
<input type="checkbox"/>	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
<input type="checkbox"/>	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
<input type="checkbox"/>	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
<input checked="" type="checkbox"/>	➤ It is more cost-effective to obtain services by exercising an option under the existing contracts.
<input type="checkbox"/>	➤ It is in the best economic interest of the County (e.g., significant costs and time to replace an existing system or infrastructure, administrative cost and time savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.

Michael J. Martinez Digitally signed by Michael J. Martinez  
Date: 2025.03.10 18:15:56 -0700

Chief Executive Office

Date