



Report
Staff Report
 The Corporation of the City of Brampton
 6/25/2025

Date: 2025-06-18

Subject: **Request to Begin Procurement For Physical Security Services At Various City Locations For A Three-Year Period**

Contact: Jason Keddy, Manager, Security Services, Facilities, Operations and Maintenance

Report number: Public Works & Engineering-2025-547

RECOMMENDATIONS:

1. That the report from Jason Keddy, Manager, Security Services, Facilities, Operations and Maintenance to the City Council of June 25, 2025, re:**Request to Begin Procurement For Physical Security Services At Various City Locations For A Three-Year Period**, be received; and
2. That the Purchasing Agent be authorized to commence the procurement for Physical Security Services at Various City Locations for a three-year period, with the renewal options for two additional one-year periods.

OVERVIEW:

- This report is to obtain Council authorization to begin the procurement process for providing Physical Security Services at Various City locations for a three-year period with the renewal options for two additional one-year periods.
- The current contract is due to expire on March 31, 2026.
- Funding for these services will be included in future operating budget requests for Council approval annually.
- The contract will involve the selection of two vendors, with Group 1 and Group 2 responsibilities detailed as follows:
 - Group 1 – Operational security services at City Hall, Transit terminals, mobile patrols, and security control center.
 - Group 2 – On-demand security services scheduled on a required basis, such as encampment security, fire watches, contractor supervision, and special corporate events.

- **The Scope of the contract includes:**
 - **Supply of guard services at various City properties and facilities, mobile patrols of City facilities and parks, on-demand, and special event security.**
 - **Material and equipment to include all vehicles and associated costs to operate the vehicles, and all necessary equipment required to provide security services.**
- **A three-year contract will be awarded to two vendors, ensuring firm pricing for the contract term. This will allow staff to service the needs of the City in a timely manner and without disruption of service.**
- **The contract will include two optional one-year renewal terms that may be exercised to adjust services levels, when and if required, at the City's sole discretion.**

BACKGROUND:

The City of Brampton Security Services aims to safeguard elected officials, staff, residents, and visitors on City property, collaborating with partners to deter and address incidents and crime effectively. Working with our community partners, Security Services provides services and programs that endeavour to deter and detect crime and solve problems that affect staff, residents, visitors, and the community. Security Services includes mobile, foot & bike patrols, access control, and responding to incidents and emergencies. Security Services operates 24 hours a day, 7 days a week.

A public procurement process was conducted in 2022 to establish a contract for physical security services for a three-year period at various City locations. The contract was awarded to one vendor and commenced in April 2022. This contract included two one-year renewal options with one renewal having been exercised.

CURRENT SITUATION:

The Facilities Operations and Maintenance Division is prepared to begin the procurement process for physical security services at various City locations for a three-year period with the renewal option for two additional one-year periods. Due to rising wages and other operating costs, staff anticipate a corresponding increase to the annual contract value.

The current contract will expire on March 31, 2026, and a new contract is required to secure two vendors for the three-year period effective April 1, 2026. The new contract will be divided into two groups and will be awarded to two different vendors.

As part of the cost mitigation strategy, Security Services will continue to proactively analyze incident data and operational trends on a monthly basis to inform deployment

strategies. Changes to focused patrols, whether increased or decreased will be made accordingly to ensure resource allocation and address emerging areas of concern in a timely manner.

- Group 1 will include all regular operational Security Services at City Hall, transit terminals, mobile patrols, and security control centre.
- Group 2 will include on-demand Security Services scheduled on a “when required” basis which includes encampment security, fire watches, contractor supervision, and special corporate events.

CORPORATE IMPLICATIONS:

Financial Implications:

Funding for the current security contract is included in the approved 2025 operating budget under Public Works & Engineering. While the current service level is supported within the existing budget allocation, staff anticipate increased costs under the new contract due to inflationary pressures. In addition, actual annual expenditures have exceeded approved budgets over the past two years due to encampment coverage and additional in-kind service requests for community events.

As these cost drivers are expected to continue in future years, staff are proposing to include a dedicated provision for these on-demand services in the new contract. While final costs will be determined through the upcoming procurement process, staff will account for these known budget pressures in future annual operating budget submissions for the Mayor’s consideration.

Additionally, as part of the cost mitigation strategy, departmental staff have indicated they will continue to monitor incident data and operational trends monthly. Patrol levels and deployment strategies may be adjusted as needed to ensure efficient use of resources and alignment with areas of greatest need.

Purchasing Implications:

A Public procurement process will be conducted, and the lowest compliant bid will be eligible for Contract award.

Purchase approval shall be obtained in accordance with the Purchasing By-law.

All communication with bidders involved in the procurement must occur formally, through the contact person identified in the RFP Document.

STRATEGIC FOCUS AREA:

This report achieves the Strategic Focus Area of Brampton's Health & Well-being by focusing on citizens' wellness and safety through managing service excellence for physical security services at various City locations.

CONCLUSION:

This report recommends that the Purchasing Agent be authorized to commence the procurement as described in this report.

Authored by:

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