AGENDA STAFF REPORT

Control: 26001725

MEETING DATE:	11/03/2026
LEGAL ENTITY TAKING ACTION:	Board of Supervisors and Orange County Flood Control District
BOARD OF SUPERVISORS DISTRICT(S):	All Districts
SUBMITTING AGENCY/DEPARTMENT:	OC Public Works
DEPARTMENT CONTACT PERSON(S):	Hugo Pineda, 714-955-0302 Jermaine Harris, 714-955-0300

SUBJECT: Approve Retroactive Payment to Citiguard, Inc.

CEO CONCUR	COUNTY COUNSEL REVIEW	CLERK OF THE BOARD
Concur	Approve agreement to form	DISCUSSION 3 Votes Board Majority

Budgeted: Yes	**Current Year Cost:** $29,322	**Annual Cost:** N/A
Staffing Impact: No		**Sole Source:** No
Current Fiscal Year Revenue: N/A	**Funding Source:** Fund 400: 100%	**County Audit in Last 3 years:** No
Levine Act Review Completed? Yes		
Prior Board Action: N/A		

RECOMMENDED ACTION(S):

Approve Purchase Order for retroactive payment to Citiguard Inc. in the amount of $29,322 for Unarmed Security Services.

SUMMARY:

Retroactive approval of the Purchase Order will authorize payment to Citiguard, Inc. for previously provided Unarmed Security Services.

BACKGROUND INFORMATION:

Unarmed Security Services (Services) are needed to protect the public, County of Orange (County) property and Orange County Flood Control District (District) infrastructure. On February 24, 2025, the County Procurement Office (CPO) issued Regional Cooperative Agreement RCA-017-25010040 (RCA) with Citiguard, Inc. (Contractor) for Services.

On May 27, 2025, OC Public Works administratively executed Subordinate Contract MA-080-25011603 (Contract) with the Contractor for Services, using the RCA as its basis, for a one-year term in an amount not to exceed $200,000.

OC Public Works initially utilized Services on a trial basis at flood control facilities to address ongoing concerns related to unauthorized access, vandalism, trespassing, encampments and damage to County property and District infrastructure. Based on the results of the trial and continued operational concerns, it was determined that continued Services are necessary.

As Services continued, additional requests were received identifying increased security concerns at other locations. In response, the frequency and duration of Services increased and additional locations were added, resulting in the Contract capacity being exhausted sooner than anticipated. Services totaling $29,322 were provided in excess of the Contract's authorized amount.

Upon discovery of the overage, OC Public Works immediately discontinued additional expenditures under the Contract and notified OC Public Work's Procurement. OC Public Works has implemented measures to more closely monitor available Contract capacity and prevent future expenditures in excess of authorized contract amounts. Relevant staff have also completed the required ethics training.

OC Public Works recommends the Board of Supervisors approve Purchase Order PO-080-27010223 (PO) to authorize payment of the following outstanding invoices for Services already provided:

Invoice #	Date of Purchase	Cost
77051	2/01/2026	$10,692
77052	2/01/2026	$8,451
77623	2/18/2026	$4,536
77769	2/26/2026	$5,643
Total Invoice Amount:		**$29,322**

OC Public Works has verified that there are no concerns that must be addressed with respect to contractor's ownership/name, litigation status or conflicts with County interests. The Orange County Preference Policy is not applicable to these retroactive invoice approvals.

Compliance with CEQA: This action is not a project within the meaning of the CEQA Guidelines Section 15378 and is therefore not subject to CEQA, since it does not have the potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. The approval of this agenda item does not commit the County to a definite course of action in regard to a project since it is an approval for a retroactive payment for previously provided Unarmed Security Services. This proposed activity is therefore not subject to CEQA. Any future action connected to this approval that constitutes a project will be reviewed for compliance with CEQA.

FINANCIAL IMPACT:
Appropriations for this PO are included in OC Flood, Fund 400, FY 2026-27 Budget.

STAFFING IMPACT:
N/A

REVIEWING AGENCIES/DEPARTMENTS:
N/A

ATTACHMENTS:

Attachment A - Purchase Order PO-080-27010223