



CITY COUNCIL AGENDA REPORT

MEETING DATE: AUGUST 2, 2016

ITEM NUMBER: CC-12

**SUBJECT: SCHOOL CROSSING GUARD SERVICES WITH ALL CITY MANAGEMENT SERVICES
– CONTRACT AMENDMENT**

DATE: JULY 21, 2016

FROM: PUBLIC SERVICES DEPARTMENT – TRANSPORTATION SERVICES DIVISION

PRESENTATION BY: JAMES G. ROSS, INTERIM PUBLIC SERVICES DIRECTOR

**FOR FURTHER INFORMATION CONTACT: RAJA SETHURAMAN, TRANSPORTATION SERVICES
MANAGER, (714) 754-5032**

RECOMMENDATION

Approve Amendment #1 (Attachment 1) to renew the Professional Services Agreement with All City Management Services (ACMS) to provide school guards for one (1) year and authorize the Chief Executive Officer to execute the same.

BACKGROUND

ACMS has provided crossing guard services for the City since 2001. ACMS currently services fifteen (15) locations adjacent to several elementary schools. The City Council approved a contract with ACMS on March 27, 2013, and this agreement expires on September 6, 2016, with the option to renew up to three (3) terms of one (1) year each.

ANALYSIS

The current agreement with ACMS to provide crossing guard services expires on September 6, 2016. The hourly rate paid to ACMS during the last three school years was \$14.17, with an annual cost of approximately \$142,000.00. Due to changes in minimum wages approved at the State level, and after three years of no rate increases, ACMS has requested an 11.9% increase in the hourly billing rate to \$15.85 for the 2016-2017 school year. This translates to an annual cost of approximately \$158,500.00. Additional increases to the hourly billing rates are anticipated for the next two contract extensions due to planned increases in minimum wages.

Staff requests City Council approval of Amendment #1 to the Professional Services Agreement and to provide authorization to the Chief Executive Officer for its execution. The Amendment #1 extends the contract with ACMS for one year at the increased hourly billing rate.

FISCAL REVIEW

Staff anticipated an increase in the hourly billing rate for this contract, and the required funds are included in the Fiscal Year 2016-2017 budget.

ALTERNATIVES CONSIDERED

One alternative is to not approve the renewal of Professional Services Agreement with ACMS. However, this will result in loss of crossing guard services for the upcoming school year. Another alternative is to administer the crossing guard program in-house by City staff. However, the staffing required to provide this service exceeds the City's resources.

LEGAL REVIEW

The City Attorney prepared the Amendment #1 to the Professional Services Agreement and has approved it as to form.

CONCLUSION

ACMS has satisfactorily provided crossing guard services for the City since 2001. The current Professional Services Agreement with ACMS expires on September 6, 2016, with the option to renew up to three (3) additional terms of one (1) year each. ACMS has agreed to a one-year term extension with an hourly billing rate increase for the 2016-2017 school year. Staff recommends approval of Amendment #1 for the renewal term of one year and authorize the Chief Executive Officer to execute the Amendment.

JAMES G. ROSS

Interim Public Services Director

RAJA SETHURAMAN

Transportation Services Manager

Attachment: 1. [Amendment #1 to Professional Services Agreement with ACMS](#)

Distribution: Chief Executive Officer
Assistant CEO
City Attorney
City Clerk