



Agenda Report

Fullerton City Council

MEETING DATE: MAY 21, 2024

TO: CITY COUNCIL / SUCCESSOR AGENCY

SUBMITTED BY: JONATHAN RADUS, CHIEF OF POLICE

PREPARED BY: LAUREN PARKHOUSE, SENIOR ADMINISTRATIVE ANALYST

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH ALL CITY MANAGEMENT SERVICES, INC. FOR CROSSING GUARD SERVICES

SUMMARY

This item proposes to award a Professional Services Agreement to All City Management Services, Inc. for crossing guard services at identified locations throughout the City.

PROPOSED MOTION

1. Authorize City Manager, or designee, to enter and administer Professional Services Agreement with All City Management Services, Inc. for crossing guard services, in a form approved by the City Attorney.
2. Authorize City Manager, or designee, to execute and administer related documents and change orders, including renewal term options in a form approved by the City Attorney.

ALTERNATIVE OPTIONS

- Approve Proposed Motion
- Reject agreement
- Reduce contracted services to only 15 locations warranted by Manual of Uniform Traffic Control Devices
- Other options brought forth by City Council.

STAFF RECOMMENDATION

Staff recommends the Proposed Motion.

CITY MANAGER REMARKS

Concur with staff recommendation.

PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statements:

- Public Safety
- Fiscal and Organizational Stability.

FISCAL IMPACT

The proposed cost of crossing guard services for Fiscal Year 2024-25 (FY) totals \$639,576. Staff factored a crossing guard agreement increase in the FY 2024-25 Proposed Budget but the new annual cost totals approximately \$27,219 above the prior agreement annual cost, primarily due to AB1228 increasing the minimum wage for fast food employees which forced the vendor to offer competitive wages to retain and recruit employees. Staff will evaluate if this item requires a budget adjustment to present later in FY 2024-25.

BACKGROUND AND DISCUSSION

The City partnered with the Fullerton School District for contractual crossing guard services from ACMS since 2010. The Fullerton School District previously agreed to pay one-half of the charges related to crossing guard services provided at schools in their district. The current agreement encompasses crossing guard services at 30 locations throughout the city and expires on June 30, 2024.

Staff sought to procure crossing guard services through “piggy-backing” off another competitively bid local agency agreement award to continue services with ACMS. The City’s Purchasing Policy, Administrative Policy 4.1.2, Section IV.F allows exceptions to the Open Market Process when “a vendor who has been awarded specific items or services in a contract, within the previous 365 days, resulting from a formal competitive bid by another governmental agency or by the federal government, or at any time during the term of an existing contract. This includes, but is not limited to, General Service Agreements, California Multiple Award Schedule agreements, or “piggyback” contractual agreements of other governmental agencies.” The City of Santa Ana recently solicited a formal competitive bid, RFP #23-027, for crossing guard services and awarded an agreement to ACMS in June 2023.

Staff reviewed the City of Santa Ana Request for Proposal (RFP), along with the contract awarded to ACMS and determined the proposed terms acceptable. Staff requests approval to “piggy-back” off the City of Santa Ana agreement and enter into a three-year Professional Services Agreement with ACMS for crossing guard services with the option to extend for two additional one-year terms. The agreement would provide 18,900 hours of crossing guard services at \$33.84 per hour for a total not to exceed \$639,576 for Year 1 of the agreement. The estimated share of the cost of service paid by the Fullerton School District at the end of the school year totals \$127,915. The City share of the Agreement costs totals \$511,661. The cost of future annual terms during the agreement, including optional renewal years, depends upon annual labor increases per the State and Federal Minimum Wage Standards.

Attachments:

- Attachment 1 – All City Management Services Inc. Professional Services Agreement
- Attachment 2 – Fullerton School District MOA
- Attachment 3 – City of Santa Ana Contract with All City Management Services Inc.

cc: City Manager Eric J. Levitt