



# CITY OF POMONA COUNCIL REPORT

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January 28, 2019

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted by: Mike Olivieri, Chief of Police

Subject: **Approve a Month-to-Month Contract Extension Amendment to All City Management Services for Crossing Guard Services for Approximately \$24,719 Per Month**

## OVERVIEW

**Recommendations** – That the City Council approve a month-to-month contract extension amendment to All City Management Services for Crossing Guards Services.

**Fiscal Impact** – The total cost for the contract extension will be approximately \$24,719 per month, which is currently in the Police Department's adopted Crossing Guards budget.

**Previous Related Action** – The City Council approved a contract to All City Management services for Crossing Guard Services on December 7, 2017.

On December 17, 2018, staff recommended to award the crossing guard bid to American Guard Services. City Council pulled this item for questions and requested further research from Finance and a presentation from the Police Department.

On January 7, 2019, after providing additional information to Council, the bid was awarded to American Guard Services.

## EXECUTIVE SUMMARY

Action of this item will authorize a contract extension amendment to the current crossing guard service provider, All City Management, for an approximate time period of 30-45 days.

## DISCUSSION

On November 13, 2018, bids opened for annual crossing guard services. Two (2) bids were received and both were deemed responsive. On December 17, 2018, staff recommended to award the bid to American Guard Services based on bid amount and responsiveness. City Council pulled this item

for questions and requested further research and presentation from the Police Department. On January 7, 2019, after providing additional information to Council, the bid was awarded to American Guard Services.

The current crossing guard contract with All City Management Services terminated on January 10, 2019. This contract extension with the current provider, All City Management, will allow the City to maintain crossing guard services while American Guard Services transitions into their new contract. Typically, transitions of this type can take 30-45 days for the vendor to finalize the contract, hire new staff and provide training to their employees based on the City's requirements. American Guard Services will begin providing crossing guard services no later than March 2019.

As such, in order to maintain uninterrupted crossing guard services during the next 45 days, and to ensure the safety of both school staff and students, staff is recommending a month-to-month contract extension amendment with All City Management Services. This month-to-month extension includes the addition of a crossing guard at Harrison Elementary for the duration of the contract.

Attachment 1: Copy of Month-to-Month Contract Extension Amendment

Prepared by: Yecenia Ross