

All Receive - Agenda Item # 7

For the Information of the:


CITY COUNCIL

Date 10/8/19 CA CC
CM COO DCM (3)



Council Memorandum

Oct. 8, 2019

To: Honorable Mayor Hall and Members of the City Council
From: Cindy Anderson, Senior Management Analyst
Via: Elaine Lukey, Chief Operations Officer 
Re: **Additional Materials Related to Staff Report Item No. 7 – Approve Agreement with Patrol Masters, Inc.**

This memorandum provides an update to Agenda Item No. 7 for the City Council meeting on Oct. 8, 2019.

The first paragraph of the Executive Summary should be amended as follows:

The city has provided school crossing guard services at several area schools under the supervision of the Police Department since 2000. This service covers ~~33~~ 35 locations at 16 elementary and middle schools throughout the city. The current agreement, including three one-year extensions, expires on Oct. 6, 2019. A request for bids (Bid Number 20-01) for a new agreement was advertised in July 2019, resulting in receipt of two bids. Responsive bids were received from American Guard Services and Patrol Masters, Inc. After completing a best value evaluation, Patrol Masters, Inc. was selected as the best value for the city.

The second paragraph of the Fiscal Analysis should be amended as follows:

The increase in cost is due to an increase in the hourly rate by the contractor during the bidding process, as well as the addition of ~~12~~ 13 locations as recommended by the Traffic Engineering Division between 2015 to 2019. The cost of the contract includes applicant screening, training, and equipment for the crossing guards.

cc: Scott Chadwick, City Manager
Celia Brewer, City Attorney
Kristina Ray, Communications Manager
Sheila Cobian, City Clerk Services Manager

Police Department

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