



## RFP NO. 1873 - CROSSING GUARD PROGRAM SERVICES

Public Works Department

City Council  
May 14, 2019

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### BACKGROUND

All City Management Services, Inc. (ACMS) is at the end of a 5-year agreement to provide crossing guard services to the City.

1. Staff are satisfied with the quality of services provided; and
2. ACMS absorbed more than \$92,000 in increased salary expenses due to state-mandated minimum wage increases – at no additional cost to the City.<sub>2</sub>



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## PROPOSAL PROCESS

1. A new Request for Proposal (RFP 1873) was issued on October 11, 2018;
2. Two Proposals were received and evaluated; and
3. ACMS was determined to be the most qualified company.



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## ACMS QUALIFICATIONS

1. 34+ years of crossing guard experience.
2. California based - they currently serve dozens of agencies throughout Southern California including:

Corona  
Dana Point  
Eastvale  
Fontana  
Garden Grove  
Glendora  
LA County

La Palma  
Monrovia  
Montclair  
Newport Beach  
OC Sheriff  
Ontario  
Palo Alto

Pasadena  
Pomona  
Rancho  
Cucamonga  
San Gabriel  
Santa Ana  
Tustin



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## SCOPE OF SERVICE

### Administrative

Recruitment and onboarding (to include LiveScan fingerprinting and background checks), payroll, insurance, and training.



### Field

Field staff, logistics, scheduling, supervision, equipment, management, and field inspections.



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## COMPENSATION

1. Total cost of the 5-year agreement is \$4,966,042.

1. Crossing Guards will work:

- a) **4** hours per day;
- b) On approximately **180** days per year (based on the school calendar); and
- c) At **64** locations (as determined by the School Districts).



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## AGENCY COMPARISONS

50 SoCal agencies were invited to participate in a survey.  
60% responded.

Comparison of Hourly Rates					
	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
Agency Average	\$20.66	\$22.66	\$24.23	\$25.25	--
<b>City of Riverside</b>	<b>\$18.36</b>	<b>\$20.99</b>	<b>\$21.69</b>	<b>\$23.04</b>	<b>\$23.69</b>
Difference	11%	7%	10%	9%	--



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**100%**  
satisfaction  
with services

**70%** are discussing cost-  
sharing with other agencies  
and/or school districts



**20%** share the costs  
with other agencies  
or school districts



**83%** have  
existing ACMS  
agreements



Only **3%** locked in  
rates on long-term  
agreements



**60%** enter new  
agreements annually

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## RECOMMENDATIONS

That the City Council:

1. Approve a Professional Services Agreement for Crossing Guard Services with All City Management Services, Inc. for a term of July 1, 2019 through June 30, 2024 with an option to extend for one additional two year term in the amount of \$4,966,042; and
2. Authorize the City Manager, or his designee, to execute the Professional Services Agreement, including contract extensions and making minor and non-substantive changes.



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