



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: JUNE 9, 2026

FROM: PUBLIC WORKS DEPARTMENT WARDS: ALL

SUBJECT: PROFESSIONAL CONSULTANT SERVICES AGREEMENT FROM RFP NO. 2528 FOR CROSSING GUARD SERVICES PROGRAM WITH ALL-CITY MANAGEMENT SERVICES, INC., OF SANTA FE SPRINGS, CALIFORNIA, FOR A THREE-YEAR TERM THROUGH JUNE 30, 2029, IN THE AMOUNT OF \$5,312,176 WITH AN OPTION TO EXTEND TWO ADDITIONAL ONE-YEAR TERMS THROUGH JUNE 30, 2031, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$9,124,546; APPROVAL OF THE MEMORANDUM OF UNDERSTANDING FOR REIMBURSEMENT OF CROSSING GUARD SERVICES BETWEEN THE CITY OF RIVERSIDE AND ALVORD UNIFIED SCHOOL DISTRICT FOR A FIVE-YEAR TERM THROUGH JUNE 30, 2031; APPROVAL OF THE MEMORANDUM OF UNDERSTANDING FOR REIMBURSEMENT OF CROSSING GUARD SERVICES BETWEEN THE CITY OF RIVERSIDE AND RIVERSIDE UNIFIED SCHOOL DISTRICT FOR A FIVE-YEAR TERM THROUGH JUNE 30, 2031; APPROVAL OF THE MEMORANDUM OF UNDERSTANDING FOR REIMBURSEMENT OF CROSSING GUARD SERVICES BETWEEN THE CITY OF RIVERSIDE AND ST. CATHERINE OF ALEXANDRIA SCHOOL FOR A FIVE-YEAR TERM THROUGH JUNE 30, 2031

ISSUES:

Approve a Professional Consultant Services Agreement from RFP No. 2528 with All-City Management Services, of Santa Fe Springs, California, for Crossing Guard Program Management Services for a total of 90 guard locations in the amount of \$5,312,176 for a three-year term through June 30, 2029, with an option to extend two additional one-year terms through June 30, 2031, for a total not-to-exceed amount of \$9,124,546; approve the Memorandum of Understanding between the Alvord Unified School District for the reimbursement of Crossing Guard Services at 31 guard locations for a not-to-exceed amount of \$3,142,899 for a five-year term through June 30, 2031; approve the Memorandum of Understanding between the Riverside Unified School District for the reimbursement of Crossing Guard Services at 58 guard locations for a not-to-exceed amount of \$5,880,263 for a five-year term through June 30, 2031; and approve the Memorandum of Understanding between the St. Catherine of Alexandria School for the for full reimbursement of Crossing Guard Services at (1) guard location for a not-to-exceed amount of \$101,384 for a five-year term through June 30, 2031.

RECOMMENDATIONS:

That the City Council:

1. Approve a Professional Consultant Services Agreement from RFP No. 2528 for Crossing Guard Management Services Program with All-City Management Services, Inc. of Santa Fe Springs, California, in the amount of \$5,312,176 for a three-term through June 30, 2029, with an option to extend for two additional one-years term for a total not-to-exceed amount of \$9,124,546 through June 30, 2031;
2. Authorize the City Manager, or designee, to execute the Professional Consultant Services Agreement with All-City Management Services, including making minor and non-substantive changes and changes to the crossing guard locations, and executing future Memorandum of Understanding, amendments and extensions, subject to the availability of budgeted funds;
3. Approve the Memorandum of Understanding for Reimbursement of Crossing Guard Services with Alvord Unified School District at thirty-one (31) guard locations for an amount not-to-exceed \$3,142,899 through June 30, 2031;
4. Authorize the City Manager, or designee, to execute the Memorandum of Understanding for Reimbursement of Crossing Guard Services with Alvord Unified School District, including making minor and non-substantive changes, or change crossing guard locations, and add summer-school, and executing future Memorandum of Understanding amendments and extensions, subject to the availability of budgeted funds;
5. Approve the Memorandum of Understanding for Reimbursement of Crossing Guard Services with Riverside Unified School District at fifty-eight (58) guard locations for an amount not to exceed \$5,880,263 through June 30, 2031;
6. Authorize the City Manager, or designee, to execute the Memorandum of Understanding for Reimbursement of Crossing Guard Services with Riverside Unified School District, including making minor and non-substantive changes, or change crossing guard locations, and add summer-school, and executing future Memorandum of Understanding amendments and extensions, subject to the availability of budgeted funds;
7. Approve the Memorandum of Understanding between the St. Catherine of Alexandria School for the for full reimbursement of Crossing Guard Services at one (1) guard location for a not-to-exceed amount of \$101,384 through June 30, 2031;
8. Authorize the City Manager, or designee, to execute the Memorandum of Understanding for Reimbursement of Crossing Guard Services with St. Catherine of Alexandria School, including making minor and non-substantive changes, or change crossing guard locations, and executing future Memorandum of Understanding amendments and extensions, subject to the availability of budgeted funds; and
9. Deem Ranger Global Security, Inc. and The Finest International Private Security nonresponsive for failure to meet the requirements outlined in Section 2.1 (Minimum Qualifications) of the RFP.

BACKGROUND:

The City of Riverside, Public Works Department, oversees a Professional Consultant Agreement with All-City Management Services (ACMS) for crossing guard program management services. ACMS coordinates the scheduling and posting of crossing guards at locations determined by the Riverside Unified School District (RUSD), Alvord Unified School District (AUSD), and St. Catherine of Alexandria. Costs associated with the crossing guard program are reimbursed to the City through Memorandum of Understanding (MOUs) with RUSD, AUSD, and St. Catherine of Alexandria. Each MOU outlines the crossing guard locations and cost-sharing structure.

On July 16, 2019, Council approved a Professional Consultant Services Agreement for Crossing Guard Program Management Services for a five-year term through June 30, 2024 with ACMS.

On May 6, 2025, Council approved the Fourth Amendment to Professional Consultant Services Agreement with ACMS to add three (3) guard locations for a total of 87 guard locations through June 30, 2026, approved the Fourth Amendment to the MOU with AUSD to pay 100% for all guard locations for the duration of the Summer Program, subject to the availability of budgeted funds and extended for a one-year term through June 30, 2026, approved the Second Amendment to the MOU with RUSD to another one-year term through June 30, 2026 and added three (3) additional guard locations for a total of 58 guard locations.

DISCUSSION:

Purchasing Overview

On January 27, 2026, the City’s Purchasing Division (Purchasing) issued Request for Proposals (RFP) No. 2528 on PlanetBids seeking prospective proposers to provide Crossing Guard Program Services.

The solicitation notification is summarized in the table below:

Action	Number of Vendors
External Vendors Notified	0
City of Riverside Vendors Notified	250
Vendors who downloaded the RFP	37
Proposals received	4

A total of 6 questions were received from prospective proposers, and (0) addendum was posted. RFP No. 2528 closed on February 24, 2026, with a total of (4) responses. (2) proposals were found to be responsive and responsible, with (2) proposals determined to be nonresponsive for failure to meet the requirements outlined in Section 2.1 (Minimum Qualifications) of the RFP. Specifically, neither company demonstrates at least five (5) years of experience within the past ten (10) years under the same legally registered business name in providing services of similar type and scope as described in the Scope of Services.

Under the guidance of Purchasing, 2 City staff from Public Works and 1 individual from the Riverside Unified School District, and 1 individual from the Alvord Unified School District evaluated the proposals for 1 round, which resulted in All City Management Services, Inc. ranking No. 1. The evaluation criteria, total points and rankings for each evaluation round are summarized in the tables below.

Round 1 – Evaluation Criteria

Evaluation Criteria	Total Points
----------------------------	---------------------

Qualifications and Experience	30%
Approach and Methodology	35%
Professional References	15%
Pricing	20%

Round 1 – Evaluation Results

Vendor	Location	Proposed Cost	Evaluation Scores	Rank
All City Management Services, Inc.	Sante Fe Springs, CA	\$9,124,546.00	869.46	1
Unified Protective Services, Inc.	Hawthorne, CA	\$8,130,294.00	687.50	2
*Ranger Global Security, Inc.	Temecula, CA	\$8,991,000.00	N/A	N/A
*The Finest International Private Security	San Diego, CA	\$6,480,000.00	N/A	N/A

*Non-responsive vendor

This action is pursuant to Purchasing Resolution 24101, Section 508 which states, “Contracts procured through Formal Procurement shall be awarded by the Awarding Entity to the Lowest Responsive and Responsible Bidder, except that...(c) Contracts procured through Formal Procurement for Services or Professional Services, where a Request for Proposals or Request for Qualifications was used to solicit Bids, shall be awarded by the Awarding Entity in accordance with the evaluation criteria set forth in the Request for Proposals or Request for Qualifications...”

The Purchasing Manager concurs that the recommended action is compliant with Purchasing Resolution 24101.

Cost Sharing Model

The current Memorandum of Understanding (MOU) with AUSD, RUSD, and St. Catherine of Alexandria (St. Catherine) for eighty-seven (87) guard locations are set to expire on June 30, 2026. The City of Riverside funds 45% of the cost for the crossing guard locations within City limits. During previous Council discussions related to crossing guard services, concerns regarding the cost sharing model were raised. As a result, the City Manager and Public Works staff met with RUSD Board members and agreed to move forward with a five-year MOU where the City would pay for 45% of the costs and the districts would pay for 55% of the costs for schools within City limits, and any future guards added would be fully reimbursed by the districts. Prior to the issuance of RFP No. 2528, AUSD requested the addition of three crossing guard locations and agreed to fully reimburse the City.

Table 3 outlines the existing reimbursement schedule for the original crossing guard sites and additional locations amended into the agreement over the years. Table 4 reflects the estimated costs under the new Cost Share Model for the City and each entity over the three-year term and two optional one-year extensions.

Table 3 – Reimbursement Schedule

District	Agreement Term	No. of Sites	Percentage Split	
			City	District
AUSD	Original Schools	20	45%	55%

	Additional Schools ¹	11	0%	100%
RUSD	Original Schools	53	45%	55%
	Additional Schools ²	5	0%	100%
St. Catherine	In City Limits ³	1	0%	100%
Total No. of Sites:		90		

1 Schools are in City & County limits

2 Schools are in County limits

3 Private school

Table 4 – New Cost Share Model

		Year 1 2026/27	Year 2 2027/28	Year 3 2028/29	Year 4 2029/30	Year 5 2030/31
Cost Share Percentage		45%	45%	45%	45%	45%
City	City Share to AUSD locations	\$171,865	\$177,021	\$182,332	\$187,802	\$193,436
	City Share to RUSD locations	\$455,442	\$469,106	\$483,179	\$497,674	\$512,604
	Total City Contribution	\$627,307	\$646,127	\$665,510	\$685,475	\$706,040
Cost Share Percentage		55%	55%	55%	55%	55%
AUSD	Original Schools	\$210,057	\$216,359	\$222,850	\$229,535	\$236,421
	Full Reimbursement	\$210,057	\$216,359	\$222,850	\$229,535	\$236,421
	District Cost	\$420,114	\$432,718	\$ 445,699	\$459,070	\$472,842
RUSD	Original Schools	\$556,652	\$573,351	\$590,552	\$608,268	\$626,516
	Full Reimbursement	\$95,481	\$98,345	\$101,295	\$104,334	\$107,464
	District Cost	\$652,132	\$671,696	\$691,847	\$712,602	\$733,980
St. Catherine	Full Reimbursement	\$19,096	\$19,669	\$20,259	\$20,867	\$21,493
Total Reimbursement:		\$1,091,343	\$1,124,083	\$1,157,806	\$1,192,540	\$1,228,315
Contract Value:		\$1,718,650	\$1,770,210	\$1,823,316	\$1,878,015	\$1,934,355

FISCAL IMPACT:

The total fiscal impact of this action is \$9,124,546 through June 30, 2031, as shown in Table 5 below. Sufficient funds are included in the Public Works Department’s FY 2026-2028 biennial budget submission which will be presented to the City Council for adoption on June 23, 2026. Funds are budgeted in General Fund, Non-Departmental, Crossing Guards Program, Professional Services account number 7241500-421000 and revenues are recorded in 7241500-339000. The department will budget for future years contract revenues and expenditures in those years and will bring forward to Council in those budget years for adoption.

Table 5 – Revenue and Expenditures

Fund	Program	Account	FY 26/27	FY 27/28	FY 28/29	FY 29/30	FY 30/31	Total
General Fund	Revenue							
	PW – N/D Crossing Guards Program – Revenue	7241500-339000	\$1,091,343	\$1,124,083	\$1,157,806	\$1,192,540	\$1,228,315	\$5,794,087
	Expenditures							
	PW – N/D Crossing Guards Program – Professional Services	7241500-421000	\$1,718,650	\$1,770,210	\$1,823,316	\$1,878,015	\$1,934,355	\$9,124,546
	City Cost (NET)							
			\$627,307	\$646,127	\$665,510	\$685,475	\$706,040	\$3,330,459

Prepared by: Diana Palatto, Principal Management Analyst
 Approved by: Nathan Mustafa, Interim Public Works Director
 Certified as to
 Availability of funds: Julie Nemes, Interim Finance Director
 Approved by: Kris Martinez, Assistant City Manager
 Approved as to form: Rebecca McKee-Reimbold, Interim City Attorney

- Attachments:
1. Presentation
 2. RFP 2528 Bid Award Recommendation
 3. Professional Consultant Services Agreement
 4. Memorandum of Understanding with AUSD
 5. Memorandum of Understanding with RUSD
 6. Memorandum of Understanding with St. Catherine of Alexandria School