



HUNTINGTON BEACH POLICE DEPARTMENT

To: Honorable Mayor and City Council
From: Thoby Archer, Lieutenant
Date: July 15th, 2024
Subject: **Supplemental Communication for Item 9 (File#24-492) on 7/16/24 Agenda**

This Supplemental Communication provides a copy of the pricing adjustment for the discrepancy in the staff report and the amended contract. The hourly rate in the staff report is listed as \$29.93. while the hourly rate in the contract is listed at \$31.53.

The reason for the discrepancy is that the initial quote was based on an assumption of paying individual guards at a rate of 3.5 hours per shift. The request for proposal indicated a request for 3.0 hours per shift. At the initial hourly rate of \$29.93 at 3.5 hours each shift, the bid was estimated not to exceed **\$584,533** the first year. (Page 22 of ACMS bid)

In talks with the vendor, we expressed concern with the increase from the past fiscal year. The revised pricing reflects a higher hourly rate, with a reduction in overall hours being billed (to match the request of 3.0 hour shifts). The amount of service will stay the same.

The new estimate not to exceed would be **\$527,812** in the first year. The negotiations with the vendor resulted in a projected savings of **\$56,721** over their initial bid.

SUPPLEMENTAL COMMUNICATION

Meeting Date: 7/16/24

Agenda Item No. 9 (24-492)



ALL CITY MANAGEMENT SERVICES

Proposed Hourly Rate

Without Professional Liability

As a full service contractor, the hourly rate quoted is a fully loaded rate, meaning all of our costs are included in the proposed hourly billing rate. This would include but be not limited to; recruitment, background clearance, training, equipment, insurance, supervision and management of the **City of Huntington Beach, CA** Crossing Guard Program.

Proposed Hourly Rate (2024/2025): Thirty-one Dollars and Fifty-three Cents (**\$31.53**) per hour, per guard. This pricing is based upon 31 crossing guards compensated an average of 3.0 hours per day, for 180 school days annually. Local field supervision and substitute guards are also included in the rate, as are all other costs except as noted below. Based upon 16,740 hours, we project a **Not to Exceed price of \$527,812.**

Invoices for services are mailed every two weeks. Included with each invoice is a Work Summary, which details each site, each day and the hours worked at that site. **City of Huntington Beach** would only be billed for Crossing Guard services rendered on designated “school days” unless otherwise requested by the City.

The hourly rate does not include additional safety equipment, crosswalk delineators, cones or safety devices. If the City should desire any such additional equipment the additional cost would be billed to the City.

ACMS Contact Information

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Phone numbers: 310.202.8284 or 800.540.9290

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This pricing is valid for a period of 180 days.