

# Mayor and Council Communication

DATE: 08/24/21

M&C FILE NUMBER: M&C 21-0600

LOG NAME: 13P21-0084 CROSSING GUARDS AR PD

## **SUBJECT**

(ALL) Authorize Execution of an Agreement with All City Management Services, Inc. for Crossing Guard Services in an Annual Amount Up to \$2,107,209.00 for the Police Department and Authorize Four One-Year Renewals for the Same Amount (Continued from a Previous Meeting)

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## **RECOMMENDATION:**

It is recommended that the City Council authorize the execution of an agreement with All City Management Services, Inc. for crossing guard services in an annual amount up to \$2,107,209.00 for the Police Department and authorize four one-year renewals for the same amount.

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## **DISCUSSION:**

The Police Department (PD) approached the Purchasing Division to procure an annual agreement for crossing guards. The department will utilize this agreement to provide crossing guards for school crossings in the morning and afternoon hours for normal and summer school days during the school year. Each school crossing guard will work three hours per day. Currently, the Police Department covers 11 school districts and 137 schools with elementary age children for a total of 235 intersections. All 235 intersections will be provided coverage. Purchasing issued a Request for Proposals (RFP) which consisted of detailed specifications describing the City's standards and expectations and the required duties of the crossing guards.

This RFP was advertised in the *Fort Worth Star-Telegram* on March 31, 2021, April 7, 2021, April 14, 2021, April 21, 2021, and April 28, 2021. Two responses were received, All City Management Services, Inc. and National Security & Protective Services, LLC.

National Security & Protective Services, LLC. was deemed non-responsive by Purchasing because they did not submit all the required information. The remaining bid was evaluated by using Best Value criteria, which included purchase price, proposer's approach and methodology to perform services, proposer's related project experience handling City volume, proposer's references, proposer's plan and method for hiring crossing guards, and commitment to business equity participation. After evaluation, the panel concluded that All City Management Services, Inc. presented the best value to the City and therefore recommends the crossing guard agreement to All City Management Services, Inc.

An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

All City Management Services, Inc. is in compliance with the City's Business Equity Ordinance by committing to 100% Business Equity participation on this project. The City's MWBE goal on this project is 25%. Additionally, All City Management Services, Inc. is a certified MBE firm.

Upon City Council's approval, the agreement shall begin upon execution of the agreement and shall end one year from that date.

This agreement may be renewed for up to four one-year terms at the City's option. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

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## **FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the General Fund to support the approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the Police Department has the responsibility to validate the availability of funds.

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