



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Montgomery and Members of the City Council

THROUGH: Geoff Dolan, City Manager

FROM: Rod Uyeda, Police Chief
Bryan Klatt, Police Sergeant
Bruce Moe, Finance Director
Gwen Eng, General Services Manager

DATE: July 15, 2008

SUBJECT: Consideration of the Award of a Three-Year Unarmed Security Services Contract to Contemporary Services Corporation (Estimated Total Annual Value of \$63,566)

RECOMMENDATION:

Staff recommends that the City Council award RFP #745-08 to Contemporary Services Corporation for a three-year contract to provide unarmed security services at City events with an estimated annual value of \$63,566.

FISCAL IMPLICATION:

The three-year contract for security services for the Police Department has an estimated value of \$63,566. Adequate funds are available in the current year budget and funds will be provided for in future year budgets for on-going activity.

DISCUSSION:

The Police Department has always relied on current personnel and volunteers for staffing at City events. Due to decreasing numbers of volunteers, increasing reliance on staff overtime, and growing event attendance, it has become increasingly difficult to properly provide the high level of service that is required.

Recently, staff engaged the services of a security company that specializes in managing large scale events for the Surf Festival and Holiday Fireworks Event. Augmenting our staff and volunteers with additional personnel proved to be very successful, which led staff to seek proposals for future needs. The specifications included crowd control, perimeter security, and traffic control. Again, it was emphasized that the contractor's staff are there to provide a visual deterrent for inappropriate behavior and criminal activity, however, enforcement remains the responsibility of MBPD.

Staff solicited proposals and six responses were received:

<u>Company</u>	<u>Annual Cost</u>
1. Picore Worldwide	\$52,850
2. Venue Management Systems	\$57,016
3. Contemporary Services Corp	\$63,566
4. Alltech Protective Services	\$83,663
5. ISI Security Services	\$85,805
6. Secure Task	\$91,707

The cost was calculated based upon four events per year (Surf Festival, Manhattan Beach 10K Run, Hometown Fair, and Holiday Fireworks) using hourly rates. This contract pricing is in-line with previous amounts paid for same scope of work.

Because this is a service contract, vendor selection is based upon many factors: prior experience, expertise, quality control, staff training, references, and cost. The lowest bidder, Picore Worldwide, does not have adequate permanent staff or experience with traffic control. The next lowest bidder, Venue Management Systems has limited traffic control experience but meets all other specifications. Only Contemporary Services Corporation has the necessary staffing and experience to meet all of the City's requirements. As a result, staff recommends awarding a contract to Contemporary Services Corporation.

If approved, this contract will be in the form of purchase order. In addition, the City may cancel the contract at any time without cause if necessary.