

Agenda Report

November 16, 2015

TO: Honorable Mayor and City Council

FROM: Police Department

**SUBJECT: EXTENSION OF SERVICES CONTRACT NUMBER 21,261-2 WITH
APEX SECURITY GROUP FOR SUPPLEMENTAL TRAFFIC CONTROL
SERVICES AT SPECIAL EVENTS**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the extension of services contract number 21,261-2 with Apex Security group is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment;
2. Extend the term of contract number 21,261-2 with Apex Security Group for supplemental traffic control services at special events from its current termination date of December 31, 2015 to June 30, 2016 at a total not to exceed amount for the extension period of \$100,000; and
3. To the extent this transaction could be considered a separate procurement subject to competitive selection, grant the proposed contract with Apex Security Group an exemption from the Competitive Selection process set forth in the Competitive Bidding and Purchasing Ordinance pursuant to Pasadena Municipal Code Section 4.08.049 (B), contracts for which the City's best interests are served.

BACKGROUND:

On December 12, 2012, City Council authorized the City Manager to enter into an agreement with Apex Security Group for supplemental traffic control services at special events for a period of one year, with two optional one-year extensions, in an amount not to exceed \$200,000 per year.

On December 24, 2013, the City entered into the first one-year extension to the contract with Apex Security Group for supplemental traffic control services. On December 12, 2014, the City entered into the second and final optional extension period. The current contract will expire this December. The expiration of the current contract occurs prior to the Tournament of Roses Rose Parade, the Rose Bowl Game, Post Parade operations and remaining 2015-2016 events; nevertheless, the City continues to have a need for these services.

Staff is recommending that the City Council authorize an extension of the current contract to allow for the Apex Group to provide supplemental traffic control services for upcoming New Year's Events, as well as other special events which may occur prior to June 30, 2016. After the conclusion of New Year's activities, staff will undertake a competitive selection process for special event traffic control services, thus providing an opportunity for other potential providers to submit proposals.

Currently there is not sufficient time to undertake a new selection process in advance of the 2015-2016 New Years. Moreover Apex has demonstrated a high degree of service in a cost effective manner. For these reasons, staff is recommending, to the extent that the proposed six month extension could be considered a separate procurement subject to competitive selection, that the City Council grant an exemption from the Competitive Selection process set forth in the Competitive Bidding and Purchasing Ordinance pursuant to Pasadena Municipal Code Section 4.08.049 (B), contracts for which the City's best interests are served.

If approved, the services to be provided by Apex will include the provision of supplemental traffic control personnel, supervision, and management as indicated. Staffing levels will be determined upon review of factors including, but not limited to attendance levels; anticipated traffic flow; pre and post event activities; mass transit availability; the availability of City personnel; and other factors that come to the attention of the Pasadena Police Department.

APEX Security Group is a subsidiary of Contemporary Services Corporation (CSC) which actively hires local residents to work at the Rose Bowl. Approximately 30% of the CSC employees who work at the Rose Bowl live in Pasadena. Both APEX and CSC are headquartered in Northridge California with satellite offices located at the Rose Bowl.

COUNCIL POLICY CONSIDERATION:

The proposed action is consistent with the City Council's Strategic Plan Goals to ensure public safety and maintain fiscal responsibility and stability.

ENVIRONMENTAL ANALYSIS:

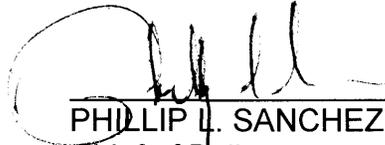
The action is categorically exempt from CEQA pursuant to State CEQA Article 19, Categorical Exemptions section 15323 (Normal Operations of Facilities for Public Gatherings).

FISCAL IMPACT:

The funding source for all major events throughout the year will be identified on an event-by-event basis, and actual fees charged by APEX are funded by the event promoters. Funds to pay for all New Year's activities have been budgeted in the New Year's Fund 106 – Parade project number 87500, New Year's Post Parade project number 87501; and the Rose Bowl Game Fund 105 – project number 87502. The following is the summary of the annual costs for APEX:

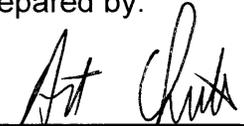
YEAR	2012	2013	2014	2015 (to date)
COST	\$79,781	\$161,938	\$73,334	\$31,567

Respectfully submitted,



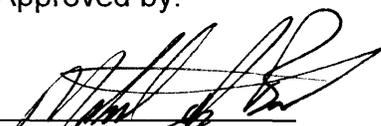
PHILLIP L. SANCHEZ
Chief of Police
Pasadena Police Department

Prepared by:



ART CHUTE, Lieutenant
Event Planning Section

Approved by:



MICHAEL J. BECK
City Manager