

# Agenda Report

August 27, 2018

**TO:** Honorable Mayor and City Council

**THROUGH:** Public Safety Committee (August 15, 2018)

**FROM:** Police Department

**SUBJECT: AMENDMENT TO SERVICES CONTRACT NUMBER 30,771 WITH APEX SECURITY GROUP TO INCREASE THE TOTAL NOT-TO-EXCEED AMOUNT FROM \$250,000 TO \$450,000 AND EXTEND THE TERM OF THE CONTRACT FOR SUPPLEMENTAL TRAFFIC CONTROL AT MAJOR EVENTS WITHIN THE CITY OF PASADENA**

**RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the project proposed herein is categorically exempt under the California Environmental Quality Act (CEQA) Guidelines Section 15061 (b)(3), the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment; and
2. Authorize the City Manager to amend the existing services contract number 30,771 with Apex Security Group by increasing the maximum annual contract value from \$250,000 to a new not-to-exceed amount of \$450,000 per year for supplemental traffic control at major events within the City of Pasadena; and
3. To the extent this transaction could be considered a separate procurement subject to competitive selection, grant the proposed amendment 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.
4. Authorize the City Manager to extend the contract for up to six months following the end of the current term in an amount not to exceed \$225,000.

**BACKGROUND:**

To provide adequate law enforcement for “Major Events” at the Rose Bowl and within the City of Pasadena, it is necessary to supplement the City’s Police Department with personnel and equipment provided by outside law enforcement and security agencies. As referred to herein, “Major Events” are defined as, but not limited to; events with a large number of spectators such as UCLA football games, sporting events, music concerts, music and art festivals, and international soccer matches.

On November 21, 2016, City Council authorized the City Manager to enter into a services contract agreement with Apex Security Group for supplemental traffic control services at special events for three years in an amount not-to-exceed \$250,000 per year, with two optional one-year extensions, subject to the approval of the City Manager.

The City uses the current Apex contract for supplemental traffic control officers during special events. However, the City has been required to use additional Apex traffic control officers during Rose Bowl events as the Los Angeles Department of Transportation (LADOT), a separate traffic control agency contracted by the City, has proven to be unreliable.

Previously, the City used both LADOT and Apex Security Group to provide traffic control during special events. Nevertheless, LADOT gradually reduced the number of traffic control officers they were able to provide and, when staffing an event, proved to be unreliable by failing to arrive event day without providing the City adequate notice. At times, anywhere from two to four traffic control officers would fail to show up for an assigned shift.

Due to the decline in LADOT’s performance, the City transitioned to using more Apex traffic control officers’ at all major events. Apex proves to be reliable, capable, punctual and courteous. Apex Security Group can provide more personnel than LADOT upon request and can provide such services at a lower cost than LADOT. By comparison, LADOT earns approximately seven dollars per hour more than an Apex traffic control officer. Additionally, LADOT charges for transportation and gas whereas Apex does not. The City anticipates using Apex Security Group for supplemental traffic control services on a regular basis for the remainder of the event season and will discontinue using LADOT.

Staff is recommending City Council authorize an amendment to the current contract to increase the value of the Apex services contract from \$250,000 to \$450,000 per year. Currently, the cost of Apex services contract terms (Dec 1 – Nov 30) year-to-date is \$212,707 with a remaining balance of \$37,293, of which approximately \$25,000, is allocated for traffic control services at the music concert on August 18, 2018. The requested increase will cover the cost of Apex traffic control officers required to manage the seven remaining UCLA football games and future events.

On September 22, 2014, City Council authorized the City Manager to enter into a services contract agreement with with the City of Los Angeles for supplemental traffic control services at special events for a period of five years in an amount not to exceed \$350,000 per year for supplemental traffic control services at special events. LADOT stopped providing these services on November 24, 2017 and Apex began handling the supplemental traffic control services. By transferring these services to Apex there will be a net savings of \$150,000 per year.

Additionally, Apex has demonstrated a high degree of service at a cost effective rate. Apex Security Group is unique in that they provide well-trained off-duty and retired law enforcement officers who conduct traffic control services at special events. Although the proposed extension could be considered a separate procurement subject to competitive selection, Staff recommends the City Council grant an exemption from the Competitive Selection process as 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 sister company of Contemporary Services Corporation (CSC) with a separate Board of Directors. CSC actively hires Pasadena residents to work at the Rose Bowl. Approximately 20% of the CSC employees who work at the Rose Bowl live in Pasadena. Both Apex and CSC home office are 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.

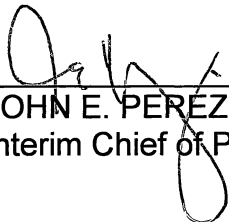
#### **ENVIRONMENTAL ANALYSIS:**

The proposed contract has been determined to be exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b)(3), the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Such is the case with the proposed contract authorization for supplemental law enforcement services. The proposed contract consists of supplementing the City's police department with Apex traffic control officers during "Major Events" within the City and at the Rose Bowl and does not propose any physical changes to the environment.

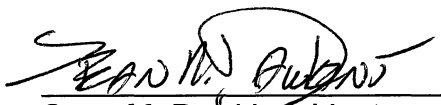
**FISCAL IMPACT:**

The funding source for all major events throughout the year will be identified on an event-by-event basis, and the event promoters fund actual fees charged by Apex.

Respectfully submitted,

  
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JOHN E. PEREZ  
Interim Chief of Police

Prepared by:

  
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Sean M. Dawkins, Lieutenant  
Event Planning Section

Approved by:

  
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STEVE MERMELL  
City Manager