



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 6/15/2021

ITEM NO: 4

DATE: May 26, 2021
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Authorize the Town Manager to Execute an Agreement with All City Management Services, Inc., Los Gatos Union School District, and Union School District for Crossing Guard Services from July 1, 2021 through June 30, 2024.

RECOMMENDATION:

Authorize the Town Manager to execute an agreement with All City Management Services, Inc., Los Gatos Union School District, and Union School District for Crossing Guard Services from July 1, 2021 through June 30, 2024.

BACKGROUND:

The Town currently contracts with All City Management Services, Inc. (ACMS) to provide crossing guard services at selected school crossing locations within Los Gatos and Monte Sereno. They have provided Crossing Guard services for the Town since 1993. They are the only locally managed Crossing Guard purveyor in the Bay Area, providing services to several local school districts. The Town of Los Gatos manages the accounting of the service contract and oversees Crossing Guard staff in coordination with a local ACMS manager. Expenses for Crossing Guard services are shared between the Town, Los Gatos Union School District, and Union School District.

DISCUSSION:

Approval of this item will initiate a new contract for Crossing Guard services between the Town, All City Management Services Inc., Los Gatos Union School District, and the Union School

PREPARED BY: Greg Borrromeo
Traffic Sergeant

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Finance Director

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DISCUSSION (continued):

District for FY 2021/22, 2022/23, and 2023/24. Twelve locations within Los Gatos and Monte Sereno will be served by Crossing Guards during each school year for a total of 6,534 annual hours of crossing guard service. The Town’s cost for contracted service in year one is \$36,640.25; year two \$39,071.42; year three \$42,299.69. Town expenditures account for approximately twenty percent of the total annual contract cost. The balance of the contracted cost will be paid for by the Los Gatos Union School District and the Union School District. In May, the Los Gatos Union School District, Union School District, and ACMS reviewed and agreed to the attached purchase and service agreement.

CONCLUSION:

Staff recommends the Town Council authorize the Town Manager to execute an agreement with All City Management Services, Inc., the Los Gatos Union School District, and the Union School District for duration of the three-year Crossing Guard services contract.

FISCAL IMPACT:

The fiscal impact is summarized in the table below. Upon execution of this agreement and reimbursement from the Los Gatos Union School District and the Union School District, the Town will be responsible for its portion of contracted service costs. There are sufficient funds for the 2021/22 contractual increase. Budgeting for crossing guard services for 2022/23, and 2023/24 will be prepared using the proposed fee schedule from All City Management Services, Inc. included as Exhibit E of the agreement.

Crossing Guard Services for the period starting July 1, 2021 through June 30, 2024			
School Year	2021/22	2022/23	2023/24
Los Gatos Union School District	\$128,674.27	\$137,212.12	\$148,549.27
Union School District	\$ 14,893.20	\$ 15,881.40	\$ 17,193.60
Town of Los Gatos	\$ 36,640.25	\$ 39,071.42	\$ 42,299.69
Total Annual Expense	\$180,207.72	\$192,164.94	\$208,042.56

Attachment:

1. Purchase and Service Agreement dated April 7, 2021