

City of Culver City, California
City Council Agenda Item Report

Meeting Date: <u>05/11/09</u>		Item Number: <u>C-8</u>	
AGENDA ITEM: Approval of an Amendment to the Existing Professional Services Agreement with A&A Protective Services Increasing the Agreement by \$2,232 (for a Total Not-to-Exceed Amount of \$12,232)			
Contact Person/Dept.: Pam Robinson, Recreation Manager		Phone Number: (310) 253-6632	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Public Notification: Master E-Mail Notification List (05/06/09).			
Department Approval: Bill La Pointe (by P. Mooney) (05/05/09)		City Attorney Approval: Carol Schwab (by H. Baker) (05/06/09)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (05/06/09)		City Manager Approval: Jerry B. Fulwood (05/06/09)	
<u>RECOMMENDATION:</u> Staff recommends the City Council approve an amendment to the existing professional services agreement with A&A Protective Services increasing the agreement by \$2,232 (for a total not-to-exceed amount of \$12,232). <u>BACKGROUND/DISCUSSION:</u> The Veterans Memorial Complex (VMC) standard rental agreement requires that all teenage events such as birthday parties and graduations hire uniformed security guards to be placed at room entrances and exits. In addition, large events may require security guards depending on the type of event and whether or not alcohol is included. The cost for the security guards, plus an administrative fee, is charged back to the customer as a part of their rental agreement. Each year, staff opens purchase orders for several security guard services. This year a purchase order was opened for A&A Protective Services in an amount not to exceed \$10,000; however, staff did not realize that in March the \$10,000 limit had been exceed by \$2,232. Therefore staff is requesting that the Council authorize an increase to the existing purchase order by \$2,232. <u>FISCAL ANALYSIS:</u> The VMC Division budget has sufficient funds available in account 10131100.619800 (Veterans Memorial Complex – Other Contractual Services) for this increase to the purchase order. It should be noted the entire cost to the City for these services is recovered as a part of the rental agreement.			

City of Culver City, California
City Council Agenda Item Report

ATTACHMENTS:

None.

MOTION:

That the City Council:

1. Approve an amendment to the existing professional services agreement with A&A Protective Services increasing the agreement by \$2,232 (for a total not-to-exceed amount of \$12,232).
2. Authorize the City Attorney to review/prepare the necessary documents; and
3. Authorize the City Manager to execute such documents on behalf of the City.