

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 07/11/05		Item Number: <u>A-6</u>	
AGENDA ITEM: Consideration of Award of a Contract For Swim Class Instructional Services with Competitive Edge from July 11, 2005 through September 10, 2005.			
Contact Person/Dept.: Marty Nicholson		Phone Number: (310) 253-6662	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Parks and Recreation Commission (7/7/05), Master Notification List 7/6/05			
Department Approval: Bill LaPointe, PRCS Director 6/30/05		CAO Approval: Deborah Fancett for Jerry Fulwood 7/6/05	
Interim City Controller Approval: Marlee Chang 7/6/05			
<u>RECOMMENDATION:</u> Staff recommends that the City Council award a contract to Competitive Edge not to exceed \$20,736 to provide swim class instruction services from July 11, 2005 through September 10, 2005. <u>BACKGROUND:</u> Each year the Recreation Division offers swim lessons during the summer months at the Culver City Municipal Plunge. Lessons run for a 2 week period with 10 half an hour lessons provided for a fee of \$40 per participant. The Recreation Division is able to provide five sessions each summer with approximately 48 students enrolled per session. The Recreation Division hires swim instructors as part time, seasonal employees who are paid on hourly basis. The pay rate is \$10.30 to \$11.38 per hour. Swim lessons are offered from 9:00a.m. to 10:50a.m. and 3:30a.m. to 5:20p.m. Monday through Friday. <u>DISCUSSION:</u> This year the Recreation Division has been unable to recruit sufficient numbers of part time, casual employees to staff both the lifeguard and swim instructor positions. Recruitment is extremely low this year as shown in the table below:			

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Classification	Current 2005 Staffing	2004 Staffing	2003 Staffing
Aquatic Coordinator - FT	0	1	1
Pool Manager	3	4	4
Lifeguard	12	28	29
Cashier	1	2	3

Staff believes the recruitment difficulties are two-fold as a result of: 1) the pool is opening in July 2005 at a time when most part time employees have already secured their summer employment and 2) the rate of pay offered by the City is below the Los Angeles area median with Santa Monica paying as high as \$14.20 per hour for lifeguards and Beverly Hills the lowest at \$10.50 per hour. Attachment 1 provides a brief breakdown in lifeguard salaries from neighboring cities.

In an effort to continue to provide swim lessons, staff is proposing to enter into a contract agreement with Competitive Edge to provide swim instruction for three sessions of swim lessons this summer. This would allow staff the ability to acquire the necessary swim instructors to provide swim lessons to already registered participants. At this time, this proposal is for the 2005 summer season only.

FISCAL ANALYSIS:

The proposed contract with Competitive Edge provides for a 60/40 split, with Competitive Edge receiving 60% of all swim lesson fees received. In return, Competitive Edge would provide all swim lesson instructors. The City would still be responsible for providing the lifeguards to oversee the swim lessons.

The contract swim instruction proposal reduces the City's overall net gain from \$27,556.20 to \$13,824.00 or a \$13,732.20 net loss. Under normal circumstances the City would expend \$7,003.80 for hourly swim instructors to provide lessons for three sessions. With the proposed contract arrangement, the City would expend \$20,736.00 or an additional \$13,732.20 in contract payments. Attachment 2 provides a more detailed look at the revenues versus expenditures comparisons for hourly versus contract swim lessons.

Staff is proposing a transfer of \$13,732.20 from Account #10132110.411100 (proposed cost savings from current vacant Recreation Coordinator position in Parks and Playgrounds) to the Aquatics Programs Account #10132200.619800 to cover the additional costs in contract service. In addition, a transfer in the amount of \$7,003.80 from Aquatics Programs Account #10132200.411200 (Part time Salaries)

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to Aquatics Programs Account #10132200.619800 (Other Contractual Services) will cover the remaining costs for providing contract swim lessons.

ATTACHMENTS:

1. Lifeguard Salary Comparisons
2. Swim Lesson Cost Comparisons

MOTION:

That the City Council:

1. Authorize the City Attorney to prepare a professional services contract with Competitive Edge in an amount not to exceed \$20,736; and
2. Authorize the Chief Administrative Officer to execute the contract on behalf of the City.