



City of Culver City

Staff Report

File #: 21-10, Version: 1

Item #: C-12.

CC - Approval of a Five-Year Agreement with Alarm Program Systems, LLC to Provide Alarm Program Management Services.

Meeting Date: July 13, 2020

Contact Person/Dept: Lieutenant Brandon Vanscoy/Police Department

Phone Number: (310) 253-6251

Fiscal Impact: Yes No

General Fund: Yes No

Public Hearing: **Action Item:** **Attachments:**

Commission Action Required: Yes No

Public Notification: (E-Mail) Meetings and Agendas - City Council (07/08/2020);

Department Approval: Manny Cid, Acting Chief of Police (06/30/2020)

RECOMMENDATION

Staff recommends the City Council approve a five-year agreement with Alarm Program Systems, LLC to provide alarm program management services.

BACKGROUND/DISCUSSION

Chapter 11.04 of the Culver City Municipal Code ("CCMC"), entitled "Alarm Systems", requires any person or entity that has security alarm services installed, whether residential or commercial, to obtain a Culver City alarm permit, which among other things is designed to reduce or eliminate the occurrence of false alarms. False alarms may unnecessarily divert law enforcement from responding to higher priority service calls.

On July 12, 2012, the City entered into an agreement with CitySupport LLC to administer and manage the City's alarm management program, including collection of permit fees and false alarm charges, in accordance with Chapter 11.04. On April 13, 2016, CitySupport LLC was purchased by Alarm Program Systems LLC ("APS") and the name was legally changed. On July 20, 2017, the agreement with APS was extended through July 19, 2020.

Pursuant to CCMC Section 3.07.045, when the same consultant or vendor has been utilized for a period of five years, the formal or informal bidding procedures set for in the CCMC are required unless one or more of certain enumerated exceptions in CCMC Section 3.07.055 apply. In this instance, the contract renewal is exempted from formal bidding procedures under CCMC Section 3.07.055.G, which exempts bidding requirements “where competitive bid procedures have already been utilized by the City, another public agency, ... and the equipment, goods or supplies are supplied to the City at the same or better price.”

In this instance, the City of Cypress has previously conducted competitive bid procedures for these services, and Culver City will be able to utilize the same service at the awarded rate. Under the City’s current agreement, APS receives 27% of revenues collected for alarm permits and false alarm citations. The new agreement will lower the rate received by APS to 18%.

Because alarm management services as supplied by Alarm Programs Systems, LCC has previously undergone competitive solicitation procedures with the City of Cypress, and Alarm Program Systems, LCC will supply the same services at the same or better rate, this procurement meets this requirement.

The approval of this contract will allow the City to continue to fulfill the requirements of CCMC Chapter 11.04, establish reasonable expectations of alarm users, and ensure that alarm users are held responsible for their use of alarm systems.

ATTACHMENT(S)

None.

FISCAL ANALYSIS

Under the current contract, Alarm Program Systems, LLC receives 27% of revenues collected for alarm permits and false alarm citations. The new contract will lower the rate received by the contractor to 18%. Due to the variable nature of this contract, as it is contingent upon citations, historical expenses have ranged from \$52,000 - \$75,000. City Council authorization is being sought in anticipation of this agreement exceeding the Purchasing Officer’s purchasing authority.

MOTION(S)

That the City Council:

1. Approve a five-year agreement with Alarm Program Systems, LLC to provide Alarm Program Management Services; and
2. Authorize the City Attorney to review/prepare any necessary documents; and

3. Authorize the City Manager to execute such documents on behalf of the City.