Staff Report

TO: Board of Harbor Commissions

FROM: Glenn Lazof/Special Projects Consultant

DATE: January 6, 2016

SUBJECT: Extend Security Services with McCoys Patrol Services through June 30, 2017.

Recommendation/Motion:

Staff recommends the Board

1) Find that an expedited purchase of Security Services at Oyster Point Marina is in the best interest of the district.
2) Extend the Professional Services Contract to McCoys Patrol Services through June 30, 2017.

Policy Implications:

This extension continues to postpone the RFP process for this ongoing service.

Fiscal Implications/Budget Status:

Even with annual rate increases of 3-5% effective January 2016 and January 2017, this extension agreement should not result in this contract exceeding $90,000 in the current fiscal year. The budget for OPM anticipated the continuation of these services, so no additional resources are needed at this time.

Alternatives Considered:

1) Providing the service using current Harbor Staff: Initial analysis indicates that providing these services in house is not currently cost effective.
2) Go to RFP prior to June 2017- Staff does not believe this to be in the best interest of the District, at this time when higher priority projects are in backlog.

3) Other Alternatives: Completing an analysis of alternatives including reducing or eliminating security services at OPM is not a priority for the district at this time, but can be taken up as appropriate based on priorities as set in the upcoming discussion of Goals and Objectives planned for the next regular meeting.

Background/Discussion:

Records indicate McCoys has provided this service since April 2008. Commission approval at that time did not establish an end date to the contract; however it was not to exceed $85,000 annually. The contract began to exceed that amount in June 2012. Therefore this contract should have been brought to the commission for an extension at that time.

Following interim management's awareness of the lapse, the Board extended McCoys Patrol Services contract until November 30, 2015. It was hoped this would give Staff time to prepare a Request For Proposals. An additional extension until January 31, 2016 was approved on November 4. It was then thought this would enable the new General Manager time to review the services provided and present a recommended course of action to the board. Staff now recommends that either additional analysis or issuance of on RFP at this time is not the best use of resources.

Staff is unaware of any complaints about the services received from McCoys Patrol Services

Summary/Recommendation:

Staff recommends the Board

1) Find that an expedited purchase of Security Services at Oyster Point Marina is in the best interest of the district
2) Extend the Professional Services Contract to McCoys Patrol Services through June 30, 2017.

Attachments:

None