



**CITY of CALABASAS**  
**CITY COUNCIL AGENDA REPORT**

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**DATE:** April 14, 2022

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** ERICA L. GREEN, COMMUNITY SERVICES DIRECTOR

**SUBJECT:** RECOMMENDATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH COOKSEY'S LIFEGUARD AND SWIM ACADEMY, LLC. IN THE AMOUNT OF \$110,000 FOR LIFEGUARD SERVICES FOR THE 2022 SUMMER AQUATICS SEASON

**MEETING DATE:** APRIL 27, 2022

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**SUMMARY RECOMMENDATION:**

Staff recommends approving a Professional Services Agreement (PSA) with Cooksey's Lifeguard and Swim Academy, LLC in the not-to-exceed amount of \$110,000 to provide lifeguard services at the Calabasas Tennis and Swim Center for the 2022 summer aquatics season. The duration of the agreement is for a one-year term.

**BACKGROUND:**

The Community Services Department is experiencing a staff shortage, specifically with the Lifeguard position. Staff has made various attempts to recruit Lifeguards but has been unsuccessful. The PSA with Cooksey's Lifeguard and Swim Academy, LLC will provide the required number of Lifeguards needed to successfully offer a complete aquatics program this summer.

**DISCUSSION/ANALYSIS:**

Currently, the City has 15 Lifeguards on staff to program and operate the summer aquatic programming; this is almost half (average of 30 Lifeguards) of the required number of Lifeguards needed for operations and the number of staff on board throughout the past five years/summers. In addition, the 15 Lifeguards on staff are

limited in their availability. To help mitigate the lifeguard shortage, staff has made various attempts to recruit for the position. Efforts include posting on the City website, social media, Indeed, flyers at local high schools, colleges, and universities, ads in the Acorn, reaching out to local swim coaches, and visiting local high schools, colleges, and universities but have been unsuccessful.

The Cooksey's Lifeguard and Swim Academy, LLC will provide Head Lifeguards and Lifeguards to supplement the City Lifeguards for swim lessons (limited), camps, events, swim team, Aqua Fit, family swim, masters swim, and open swim from late May to August 2022. The contracted Lifeguards will receive 3 – 4 weeks of training to assist with all pool operations, guarding, and emergency assistance. City staff will supervise the contracted Lifeguards and contract.

Staff will continue to recruit Lifeguards and, if successful, place them on the schedule as required.

Attached is the Professional Services Agreement (PSA) between the City of Calabasas and Cooksey's Lifeguard and Swim Academy, LLC. The PSA includes the Service Contract outlining the parameters of the services to be provided in a not-to-exceed amount of \$110,000 for a one (1) year term.

**FISCAL IMPACT/SOURCE OF FUNDING:**

The contract amount will be offset by summer aquatic programming revenue in the estimated amount of \$120,000 and City Lifeguard personnel savings of \$60,0000, for a total of \$180,000.

**REQUESTED ACTION:**

Staff recommends approving a Professional Services Agreement (PSA) with Cooksey's Lifeguard and Swim Academy, LLC in the not-to-exceed amount of \$110,000 to provide lifeguard services at the Calabasas Tennis and Swim Center for the 2022 summer aquatics season. The duration of the agreement is for a one-year term.

**ATTACHMENTS:**

Attachment A – Professional Services Agreement with Cooksey's Lifeguard and Swim Academy, LLC