



Administrative Report

H.18., File # 25-1466

Meeting Date: 10/21/2025

To: MAYOR AND CITY COUNCIL
From: PATRICK BUTLER, FIRE CHIEF

TITLE

APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH CITYGATE ASSOCIATES, LLC TO ANALYZE THE COST TO PROVIDE CONTRACT FIRE AND EMERGENCY SERVICES FOR THE CITY OF HERMOSA BEACH FOR AN AMOUNT NOT TO EXCEED \$25,956 AND A TERM EXPIRING ON OCTOBER 20, 2026

EXECUTIVE SUMMARY

On April 30, 2025, the then City Manager of Hermosa Beach provided a letter to Redondo Beach requesting consideration of an initial feasibility study, with shared costs, to explore the provision of contract fire services for the City of Hermosa Beach. Conversations regarding this request have continued with the current Hermosa Beach City Manager, who has stated that Hermosa would like Redondo to move forward with an Agreement to study the concept and that Hermosa Beach is willing to share the cost of the study.

As part of the Fiscal Year 2025-26 Adopted Budget, the City Council approved Decision Package #6, which appropriated \$48,000 in one-time funding to complete two feasibility studies related to the potential expansion of services provided by the Fire Department. One to determine the costs and benefits associated with the City providing fire protection and emergency services to the City of Hermosa Beach and the other to evaluate the feasibility of pursuing the rights to provide emergency ambulance transportation services.

Approval of this item would authorize an Agreement with Citygate Associates, LLC (Citygate) to complete the feasibility study for Hermosa Beach for an amount not to exceed \$25,956. The Agreement with Citygate in no way commits either Hermosa Beach or Redondo Beach to moving forward with the provision of Fire/EMS services. Hermosa currently receives these services from the Los Angeles County Fire Department (LACFD).

BACKGROUND

The City of Hermosa Beach is currently under contract with the LACFD for fire services. However, Hermosa Beach is evaluating whether to continue that relationship or explore alternative service providers. If they elect to transition away from LACFD, the City of Redondo Beach is one potential provider that could assume the role of contract service provider given the proximity of the service area to existing resources, a similar regulatory environment, and vast operational knowledge gained throughout the long history of mutual aid between the two jurisdictions.

To support this effort, the City seeks to engage Citygate Associates, LLC, a public safety consulting firm with extensive experience in fire service evaluations, to assist in preparing cost models and conducting technical analysis related to fire services provision in Hermosa Beach.

The proposed Agreement is the result of numerous conversations between officials from the City of Redondo Beach and the City of Hermosa Beach. Initially, the study was conceived as a three-way partnership between Citygate and the two cities. After careful consideration, Citygate informed Redondo Beach that it would be unable to complete a study that was administered jointly, as it had the potential to create administrative difficulties and an unclear chain of command. Following this notification, staff approached the City of Hermosa Beach to determine the appropriate lead agency, with Hermosa Beach indicating their team is comfortable with Redondo Beach administering the contract. Despite this contractual designation, the study would remain a cooperative undertaking with both cities contributing equal funding for the Agreement and providing data to Citygate in a timely manner to be analyzed. Funding from the City of Hermosa Beach would be formally committed via a subsequent reimbursement agreement.

The study would assist the City of Redondo Beach in evaluating the feasibility of providing fire services to the City of Hermosa Beach. The proposed work would take place in three phases, including project initiation and data gathering; data review and technical analysis; and reporting, which would include the delivery of study findings. The scope of work in the proposed agreement includes:

- **Cost Modeling:** Developing service cost estimates for Redondo Beach to provide fire services to Hermosa Beach
- **Peer Review:** Reviewing call data and related materials for accuracy and completeness
- **Operational and Fiscal Analysis:** Building technical models to assess service levels, staffing, and fiscal impacts
- **Reporting:** Preparing draft and final findings, including charts, graphs, and recommendations
- **Ongoing Support:** Providing implementation support if the City proceeds with a proposal, subject to available funding

If approved, Fire Department staff is prepared to assist Citygate in gathering data to conduct research and analysis related to providing contract fire services. The study is expected to take six months to complete.

Completion of the study would assist the City in determining the costs and potential operational models to effectively assume the provision of fire and emergency services for the City of Hermosa Beach. The study is for informational purposes only and in no way constitutes a commitment by the City of Redondo Beach to provide, or seek to provide, contract fire services to the City of Hermosa Beach.

COORDINATION

This item was coordinated by the Fire Department, the City Manager's Office, and the City Manager from the City of Hermosa Beach. The City Attorney's Office prepared the Agreement.

FISCAL IMPACT

The City Council appropriated \$48,000 in the FY 2025-26 Budget to fund two feasibility studies for the Fire Department. The proposed Agreement with Citygate to study contract fire and emergency

services for the City of Hermosa Beach carries a not to exceed amount of \$25,956. The City of Hermosa Beach has committed to splitting the cost of the study with the City, an arrangement that will be formalized through a Reimbursement Agreement that will be presented to the City Council for consideration of approval in November or early December.

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Agmt - Citygate Associates, LLC
- Letter - City of Hermosa Beach Requesting Consideration of an Initial Feasibility Study, April 30, 2025
- Insurance - Citygate Associates, LLC