



Administrative Report

H.19., File # 25-1465

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 PREPARE A FEASIBILITY STUDY TO ASSESS THE CITY'S ABILITY TO PROVIDE BASIC LIFE SUPPORT AMBULANCE SERVICES IN-HOUSE FOR AN AMOUNT NOT TO EXCEED \$19,909 AND A TERM EXPIRING ON OCTOBER 20, 2026

EXECUTIVE SUMMARY

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. The studies would be to determine the costs and benefits associated with the City providing fire protection and emergency services for the City of Hermosa Beach and also evaluating the feasibility of pursuing the rights to provide emergency ambulance transportation services, a function currently provided by McCormick Ambulance. If approved, this item would authorize an Agreement with Citygate Associates, LLC (Citygate) to complete the feasibility study associated with the provision of Basic Life Support (BLS) ambulance transport services for an amount not to exceed \$19,909 and a term expiring October 20, 2026.

BACKGROUND

The Redondo Beach Fire Department responds to more than 5,000 Emergency Medical response calls annually, with over 3,500 of those requiring ambulance transportation. Currently, McCormick Ambulance provides ambulance transportation services for the City as part of an exclusive operating agreement that was granted by the Los Angeles County Emergency Medical Services Agency (County) in 2016. This bidding process occurs every ten years, and the City Council requested information on the process of obtaining ambulance rights as part of Decision Package #20 in the FY 2024-25 Adopted Budget. The Council subsequently dedicated funding to studying the cost and feasibility of providing these services as part of the FY 2025-26 Adopted Budget.

At this time, staff is recommending City Council approve an agreement with Citygate to evaluate the feasibility of providing in-house BLS ambulance services in the City. Citygate has extensive experience in public safety consulting and has proposed a structured work plan to assist the City in evaluating the operational, fiscal, and logistical considerations associated with the City's potential management of ambulance services.

The proposed work would take place in three phases, including: information gathering, an operational

and fiscal review, and reporting, which would consist of a high-level summary of findings, staff briefings, and final exhibit preparation.

The resulting study would provide the City with the following:

- **Cost Analysis:** Estimating the City's cost of managing BLS ambulance services
- **Operational Assessment:** Evaluating the number of ambulances and support facilities required to meet performance standards
- **Revenue Modeling:** Estimating transport revenue to determine financial viability when balanced with the estimated costs of the program.

If approved, Fire Department staff is prepared to assist Citygate in the data gathering for the study, with the Citygate analysis expected to take three months to complete.

Completion of the study would assist the City in determining the most appropriate course of action when the bidding process to obtain the exclusive operating agreement for ambulance services for the City of Redondo Beach with the County is opened in 2026. The study in no way commits the City to pursuing the service rights and is not an indication that the City intends to pursue an agreement with the County at this time.

If approved, the Agreement carries a not-to-exceed amount of \$19,909 and a term expiring October 20, 2026.

COORDINATION

Preparation of this item was coordinated with the City Manager's Office. The City Attorney's Office prepared the Agreement.

FISCAL IMPACT

The City Council appropriated \$48,000 in the FY 2025-26 Adopted Budget to pay for two fire service feasibility studies. The proposed Agreement with Citygate to complete the BLS Ambulance Services study carries a not to exceed amount of \$19,909.

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Agmt - Citygate Associates, LLC
- Budget Response Report #20 - FY 2024-25
- Insurance - Citygate Associates, LLC