



Cover Memorandum/Staff Report

File #: 25-1491

Agenda Date: 12/8/2025

Item #: 6.Q.4.

TO: Mayor and Commissioners
FROM: Chief Darrell Hunter, Police Department
THROUGH: Terrence R. Moore, ICMA-CM
DATE: December 8, 2025

APPROVAL OF RESOLUTION NO. 261-25 APPROVING AN AGREEMENT WITH WATERFIELD FLORIDA STAFFING, LLC D/B/A STAFFING CONNECTION FOR SCHOOL CROSSING GUARD SERVICES, UTILIZING THE CITY OF PARKLAND REQUEST FOR PROPOSAL #2022-09 IN THE NOT-TO-EXCEED ESTIMATED AMOUNT OF \$588,396.

Recommended Action:

Motion to approve Resolution No. 261-25 to award an Agreement to Waterfield Florida Staffing, LLC d/b/a Staffing Connection for School Crossing Guard Services, utilizing City of Parkland Request for Proposal #2022-09 in the estimated amount of \$588,396.

Background:

On August 30, 2022, the City of Parkland approved an Agreement with Waterfield Florida Staffing, LLC d/b/a Staffing Connection for School Crossing Guard Services pursuant to RFP No. 2022-09. The initial term of the agreement was for two (2) years, effective November 21, 2022, until November 20, 2024, with three (3) one-year renewal options. The Police Department has been using the same vendor for several years and would like to continue utilizing the vendor using the City Parkland Agreement No. 2022-09. The vendor has extensive experience and proven performance. Continuing with the same vendor would also allow us to retain the existing Crossing Guards that the children and parents are familiar with and trust.

The estimated amount is based on projected 180 school days x 3 hours for Crossing Guards and 180 days x 6 hours for Field Supervisor, for a total of 10,800 hours for guards x \$21.15 (\$228,420) and 1,080 for supervisor x \$23.97 (\$25,887.60). The total annual cost is estimated at \$254,308.

For summer school, 2025 hours are used for the estimate. Crossing guard total hours are estimated at 534 x \$21.15 = \$11,294.10 and Field Supervisor total hours at 150 x \$23.97 = \$3,595.50. Total estimated cost for summer school is \$14,889.60.

Contingency in the amount of \$50,000 was estimated in case there is a need to increase or add school crossing guards to the existing or new locations.

Should the City exercise the renewal options provided in the Agreement, the cumulative Agreement value is provided below.

Estimated Contract Value		
Renewal Term 1	Nov. 21, 2025 - Nov.	\$269,198

Renewal Term 2	Nov. 21, 2026 - Nov. 21, 2027	\$269,198
Contingency	Additional guards if/as needed	\$50,000
Total Estimated Contract Value: \$588,396		

The acquisition of service is in compliance with the Code of Ordinances, Chapter 36, and City Policies and Procedures.

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

001-21-110-521.34-90 Other Contractual Services

Timing of Request:

This request is time-sensitive to ensure continuation of school crossing guard services, as the existing Agreement expires on November 27, 2025.