

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
7	11/12/12	Open	Action	11/01/12

Subject: Authorizing the Release of a Request for Proposals for Security Guard Services

ISSUE

Whether or not to Authorize the Release of a Request for Proposals for Security Guard Services.

RECOMMENDED ACTION

Adopt Resolution No. 12-11-____, Authorizing the Release of a Request for Proposals for Security Guard Services.

FISCAL IMPACT

This action does not involve the expenditure of funds. The contract award, which will involve the expenditure of funds, will be presented to the Board as a future action. Currently, \$9 million is budgeted for this project for three years.

DISCUSSION

On June 23, 2008, the Board of Directors awarded a 3-year contract for security guard services to G4S (formerly known as Wackenhut) that became effective July 1, 2008. On February 28, 2011, the Board approved the First Amendment to the contract to exercise option years 4 and 5. The current contract with G4S will expire on June 30, 2013.

The term “non-professional services” is defined under RT’s Procurement Ordinance to include security guard services for which the Invitation to Bid (ITB) solicitation procedure must be followed. The successful bidder under an ITB is a responsible bidder submitting the lowest price for such services. Due to the sensitive nature of the security guard services, it is not in RT’s best interest to award solely based on the lowest price submitted by a responsive bidder. In November 2007, the Board approved the amendment to the Procurement Ordinance to authorize the use of a Request for Proposal (RFP) solicitation for non-professional services. The successful bidder under an RFP is a responsible bidder submitting the highest ranked proposal based upon the evaluation criteria set forth in the RFP. RT management believes that the RFP solicitation format will best serve RT’s interests with respect to the procurement of security guard services.

RT intends to award a contract to the responsive Proposer offering the proposal most advantageous to RT. Prospective Proposers will be evaluated on the following qualifying criteria (100 possible points per evaluator) as shown on the table below. The selection committee will be comprised of staff members from Police Services and Operations.

Approved:

Presented:

Final 11/6/12

General Manager/CEO

Chief Operating Officer

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PROPOSAL EVALUATION FORM			
QUALIFYING CRITERIA	UNWEIGHTED SCORING RANGE*	MULTIPLIER	WEIGHTED SCORE
Project Understanding <ul style="list-style-type: none"> Understanding of the security guard services Understanding of Contractor's Role 	0 - 10	2.5	0 – 25 points possible
Project Staffing and Experience <ul style="list-style-type: none"> Key Staff's Relevant Experience Firm's Relevant Experience 	0 - 10	3.5	0 – 35 points possible
Project Work Plan <ul style="list-style-type: none"> Performance Methodology Realistic Hours, Staff and Key Personnel 	0 - 10	2.5	0 – 25 points possible
Price <ul style="list-style-type: none"> Reasonableness of Price Reasonableness of Billing Rates Reasonableness of Optional Years Billing Rates 	0 - 10	1.5	0 – 15 points possible
TOTAL WEIGHTED SCORE			0 – 100 points possible

*The Unweighted Scoring Range is from zero being unsatisfactory to ten being excellent.

Pursuant to RT's SBE/LBE Program, a 25% SBE/LBE participation goal will be established for this contract. RT staff will assist potential bidders to identify SBE/LBE firms to solicit for SBE/LBE subcontractor participation on the contract. RT staff will also send direct notices of the solicitation to SBE/LBE firms and advertise the contract in minority-focused publications.

RT's security guards are to act as a deterrent to crime and discourage unruly disruptive behavior and vandalism on light rail vehicles or any RT facilities by engaging violators. The guards are also used as "observe and report" assignments for RT's light rail park-and-ride, operate mobile patrols between light rail stations, and ride light rail trains. The guards assigned to the Video Control and Communications Center monitor the light rail station video surveillance equipment and search and identify system related problems, suspicious activity and/or terrorist threats. The guards will also be assisting RT personnel, such as Transit Officers, Transportation Supervisors, and/or RT Police Services staff and may be assigned various special assignments during the term of the contract.

The new contract will be for a 3-year term with an option to extend the term of the contract 2 additional years. In terms of security guard assignments, RT's requirements are considered complex. The guards are required to be familiar with RT's light rail system, access points, station locations, fare structure, and radio procedures. In addition, the guards will make public contact requiring public relation skills.

Staff requests the Board authorize the release of a Request for Proposals for Security Guard Services.

RESOLUTION NO. 12-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 12, 2012

**AUTHORIZING THE RELEASE OF A REQUEST FOR PROPOSALS FOR SECURITY
GUARD SERVICES**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Request for Proposals for Security Guard Services is hereby authorized
for release.

THAT, the Request for Proposals for Security Guard Services be advertised
pursuant to the provisions of the RT Procurement Ordinance.

BONNIE PANNELL, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary