



Agenda Item No. 1

To: Building and Operating Committee/Committee of the Whole
Meeting of January 21, 2010

From: Lisa Locati, Captain
Teri W. Mantony, Deputy General Manager, Bus Division
James P. Swindler, Deputy General Manager, Ferry Division
Celia G. Kupersmith, General Manager

Subject: **AUTHORIZE EXECUTION OF A SERVICES AGREEMENT WITH
BARBIER SECURITY GROUP RELATIVE TO REQUEST FOR
PROPOSALS NO. 2010-MD-3, SECURITY GUARD SERVICES FOR BUS AND
FERRY FACILITIES**

Recommendation

The Building and Operating Committee recommends that the Board of Directors authorize award of RFP No. 2010-MD-3, *Security Guard Services for the Bus and Ferry Facilities*, to Barbier Security Group, San Rafael, CA, in an amount not to exceed \$475,514 for a two-year period effective March 1, 2010, with two successive one-year options at the same terms and conditions with the exception of a cost increase of up to five percent (5%) subject to satisfactory documentation and District approval, exercisable by the General Manager or designee; with the understanding that sufficient funds for this procurement are available in the FY 09/10 Bus and Ferry Divisions' Operating Budgets; and, with the further understanding that sufficient funds will be included in future years' budgets.

Summary

This contract is for security guard services at the Santa Rosa, Novato and San Rafael Bus facilities, the San Rafael Transit Center, the Larkspur Ferry Terminal, and San Francisco Ferry Terminal.

An Evaluation Committee (Committee), comprised of District staff, evaluated the twelve proposals received based on the criteria set forth in the proposal documents. The evaluation criteria were allocated as follows: 40 percent for Estimated Grand Total Proposal Price; 40 percent for Firm Experience and Qualifications; and 20 percent for References. Of the twelve proposals received, four were found to be in the competitive range based on the evaluation criteria. Interviews were scheduled with those firms in the competitive range and they were given the opportunity to submit a modified price proposal. Following interviews, the Committee completed the final evaluation and consensus ranking and determined that Barbier Security Group was the highest ranked firm. Barbier Security Group's price proposal is within the budget allocated for this contract. Barbier Security Group will be providing security services similar to those currently in place as the technical aspects

of the contract have not changed.

Staff, the District's Attorney, and the DBE Program Office have all reviewed the proposals and find that Barbier Security Group has properly submitted all required documents, and its proposal is technically responsive to the specifications.

Since there were no subcontracting opportunities for this contract, there were no DBE forms required for submittal. The DBE Program Office has determined that Barbier Security Group is not certified as a DBE. Therefore, no DBE participation is anticipated during the performance of this contract. The District's current contract for security services expires on February 28, 2010. Staff is recommending award of this contract effective March 1, 2010, to ensure continuous security services at the Santa Rosa, Novato, and San Rafael Bus facilities, the San Rafael Transit Center, the Larkspur Ferry Terminal, and San Francisco Ferry Terminal.

Fiscal Impact

The estimated cost of Contract No. 2010-MD-3, *Security Guard Services for the Bus and Ferry Facilities*, is \$475,514.00 for a two-year period. It is anticipated that the services for the remainder of FY 09/10 will be approximately \$80,000 and sufficient funds are available in the Bus and Ferry Operating Budgets. The remaining costs will be budgeted in future year budgets accordingly.