

**SOUND TRANSIT  
STAFF REPORT**

**MOTION NO. M2007-86**

**Contract Amendment for Unarmed Security Services**

<b>Meeting:</b>	<b>Date:</b>	<b>Type of Action:</b>	<b>Staff Contact:</b>	<b>Phone:</b>
Finance Committee	8/16/07	Discussion/Possible Action to Recommend Board Approval	Agnes Govern, Executive Director of Operations, Projects and Corporate Services	(206) 398-5037
Board	8/23/07	Action	<b>Kenneth Cummins, Security Officer</b>	(206) 398-5322

<b>Contract/Agreement Type:</b>	<input checked="" type="checkbox"/>	<b>Requested Action:</b>	<input checked="" type="checkbox"/>
Competitive Procurement	<input checked="" type="checkbox"/>	Execute New Contract/Agreement	
Sole Source		Amend Existing Contract/Agreement	<input checked="" type="checkbox"/>
Agreement with Other Jurisdiction(s)		Budget Amendment	
Real Estate		Property Acquisition	

**PROJECT NAME**

Unarmed Security Services

**PROPOSED ACTION**

Authorizes the chief executive officer to execute a contract amendment with Securitas Security Services to provide unarmed security services in the amount of \$1,800,000, for a new total authorized contract amount not to exceed \$7,764,744.

**KEY FEATURES of PROPOSED ACTION**

- The scope of this contract includes unarmed security services for Sounder commuter rail, Tacoma Link, Sound Transit facilities and administration buildings.
- This action authorizes an additional \$1,800,000 for the second of two optional years, to extend the contract to August 31, 2008.

## **BUDGET IMPACT SUMMARY**

There is no action outside of the Board-adopted budget; there are no contingency funds required, no subarea impacts, or funding required from other parties other than what is already assumed in the financial plan.

## **BUDGET and FINANCIAL PLAN DISCUSSION**

The proposed action would exercise a one-year extension of the contract with Securitas to provide unarmed security services at various facilities for Sound Transit, during the period from September 1, 2007 to August 31, 2008.

Funding for these services for the period through December 2007 is included in the Adopted 2007 Budget with a total for all agency safety and security services of \$3.2 million. The 2007 budget included \$2,037,533 for Sounder, \$561,133 for ST Express, \$312,533 for Tacoma Link, and \$334,000 for Union Station. From the inception of the contract through June 2007, a total of \$4,731,000 has been spent on these services. An additional \$1,234,000 is committed for future services. The remaining balance of the 2007 budget will be used to fund \$600,000 of the costs associated with this contract extension.

Budget authority for the 2008 portion of \$1,200,000 will be included within the Proposed 2008 Budget; among which, \$754,000 would be spent on Sounder, \$208,000 would be spent on ST Express, \$114,000 would be spent on Tacoma Link, and \$124,000 would be spent on Union Station.

## **BUDGET TABLE**

The proposed contract amendment is funded through a combination of existing budgets from the Adopted 2007 Budget and the Proposed 2008 Budget. The impact of this contract on the current and proposed future budgets is illustrated below.

### **Summary for Board Action (Year of Expenditure \$000)**

**Action Item: Execute a contract amendment with Securitas Security Services to provide unarmed security services for one year, in the amount of \$1,800,000**

<b>Contract Budget</b>	<b>Current Approved Contract Value (A)</b>	<b>Spent to Date (B)</b>	<b>Proposed Action (C)</b>	<b>Proposed Total Contract Value (D)</b>
1 Securitas Security Services	5,965	4,731	1,800	7,765
2 Contingency	-	-	-	-
3 Total	5,965	4,731	1,800	7,765

### **Contract to be Charged:**

<b>Transportation Services Operating Budget, and Transportation Services Staff Budget</b>	<b>Current Board Adopted Budget <sup>(1)</sup></b>	<b>Committed to Date <sup>(2)</sup></b>	<b>2007 Portion Proposed Action <sup>(3)</sup></b>	<b>Future Operating Budgets <sup>(4)</sup></b>
4 Sounder Safety and Security	2,038	775	377	754
5 ST Express Safety and Security	561	213	104	208
6 Tacoma Link Safety and Security	312	119	57	114
7 Union Station Staff Safety and Security	334	127	62	124
8 Total Budget	3,245	1,234	600	1,200

### **Notes**

- 1 The total budget for Sounder Safety and Security is \$2,038K; this budget is found on page 55 of the Adopted 2007 Budget book. The total budget for ST Express Safety and Security is \$561K; this budget is found on page 59 of Adopted 2007 Budget book. The total budget for Tacoma Link Safety and Security is 312K; this budget is found on page 51 of the Adopted 2007 Budget book. The total budget for TSD Staff Services is \$1,741K, of which \$334K is related to Safety and Security at Union Station; this budget is found on page 201 of the Adopted 2007 Budget book.
- 2 Represents the amount to be spent at the end of the current contract. The amount for Sounder would be \$775K, for ST Express would be \$213K, for Tacoma Link would be \$119K and for Union Station would be \$127K.
- 3 This contract would add \$1,800K to the current contract for the period ending August 31, 2008. The remaining spending for the current year for Sounder would be \$377K, for ST Express would be \$104K, for Tacoma Link would be \$57K and for TS would be \$62K.
- 4 Represents the amount expected to be included in the 2008 transit operations budget for Safety and Security. This amount would be available to fund the remaining balance of the proposed contract.

## **SMALL BUSINESS PARTICIPATION**

Proposers were not asked to prepare a plan for the participation of M/W/DBE or other small businesses as subcontractors. It was determined that subcontracting was not feasible as it was not in the best interest of Sound Transit to have more than one contractor to provide the services under the security contract.

### **Prime Consultant/Contractor**

Securitas Security Services is the prime consultant for this contract.

## EEO Commitment

The workforce for the Securitas Security Services is comprised of 16.9% minorities and 13.2% women.

## **PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION**

In 2005, Sound Transit conducted a competitive procurement process to select a firm to provide unarmed security services for Sounder commuter rail, Tacoma Link and Sound Transit parking garages, park-and-ride lots and administration buildings. Securitas Security Services was selected as a result of that competitive process, which provided for a one-year contract and options for two one-year extensions.

The contract was awarded for the period from September 1, 2005 through August 31, 2006. The scope of this contract includes unarmed security services for Sounder commuter rail, Tacoma Link, Sound Transit facilities and administration buildings. Security officers have increased security and the perception of security by providing the physical presence of uniformed authority. Security officers respond to a variety of issues that do not require commissioned police officers, such as: patrol services for rail stations, park-and-ride lots, parking garages, security for various administrative offices, real properties, storage facilities, parking and fare enforcement, as well as passenger assistance.

Through Motion No. M2006-63, the first one-year extension was exercised, extending the Securitas Security Services contract to August 31, 2007. The original contract was authorized under Motion No. M2005-40 for one year in the amount of \$2,800,000 with the intent of returning to the Board for two additional one-year options to extend. The contract option being exercised is for the second and last optional one-year extension, which will extend the Securitas Security Services contract through August 31, 2008.

## **Prior Board/Committee Actions**

<b>Motion/Resolution Number and Date</b>	<b>Summary of Action</b>
M2006-63 8/10/06	Executing the optional one-year extension with Securitas Security Services, Inc., for a total contract amount not to exceed \$5,964,744.
M2005-40 7/07/05	Executing a contract with Securitas Security Services, Inc. to provide unarmed security services for one year, for a total contract amount not to exceed \$2,800,000.

## **CONSEQUENCES of DELAY**

Securitas Security Services has a current contract with Sound Transit and is satisfactorily performing the scope of work. A delay in approving this action has the potential of disrupting security services.

## **PUBLIC INVOLVEMENT**

Not applicable to this action.

## **LEGAL REVIEW**

JW 8/9/07

## SOUND TRANSIT

### MOTION NO. M2007-86

A motion of the Board of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a contract amendment with Securitas Security Services to provide unarmed security services in the amount of \$1,800,000, for a new total authorized contract amount not to exceed \$7,764,744.

#### Background:

In 2005, Sound Transit conducted a competitive procurement process to select a firm to provide unarmed security services for Sounder commuter rail, Tacoma Link and Sound Transit parking garages, park-and-ride lots and administration buildings. Securitas Security Services was selected as a result of that competitive process, which provided for a one-year contract and options for two one-year extensions.

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#### Motion:


It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a contract amendment with Securitas Security Services to provide unarmed security services in the amount of \$1,800,000, for a new total authorized contract amount not to exceed \$7,764,744.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on August 23, 2007.



Mark G. Olson  
Board Vice Chair

ATTEST:



Marcia Walker  
Board Administrator