

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2008-69

Ratification of unarmed security services

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance	8/7/08	Discussion/ Possible Action	Hamid Qasim, Safety, Security and Quality Assurance Chief Officer George Freitag, Security Project Assistant	(206) 398-5129
Board	8/14/08	Action		(206) 398-5354

Contract/Agreement Type:	<input checked="" type="checkbox"/>	Requested Action:	<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

Ratify a contract amendment with Securitas Security Services to provide unarmed security services in the amount of \$324,544.34 for a new total authorized contract amount not to exceed \$8,089,288.34.

KEY FEATURES of PROPOSED ACTION

- This contract modification provides for unplanned security services. The services include unplanned coverage of Sounder trains and platforms, an unplanned increase in coverage at the Federal Way Transit Center and unplanned coverage for recently acquired Capitol Hill real estate.
- This modification provides for unplanned funding for the 2007 – 2008 unarmed security services contract, but does not exceed the 2008 overall Sound Transit security budget.
- The contract amount previously authorized by the Board is inadequate to cover the costs of unplanned security services, therefore staff is seeking Board ratification of a contract amendment.

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 will ratify a contract amendment with Securitas Security Services to provide additional services in the first quarter of 2008.

The additional services will be funded through a combination of Sounder operations service budget, ST Express operations service budget, Tacoma Link operations service budget, and non-operating expenses budget. The Adopted 2008 Budget includes \$13,491,247 for Sounder Services, \$6,445,239 for ST Express Services, \$972,506 for Tacoma Link Security Services. The total budget for non-operating expenses is \$6,514,678. The costs under the proposed action for Sounder were \$216,000, for ST Express were \$56,000, for Tacoma Link were \$10,000, and for non-operating expenses were \$43,000. The combined funding source is sufficient to fund this proposed action.

BUDGET TABLE

Summary for Board Action (X \$1,000)

Action Item: To execute a contract amendment with Securitas Security Services to provide unarmed security services at various Sound Transit facilities.

	(A)	(B)	(C)	(D)
	Adopted 2008 Budget (1)	Spent to date in 2008	Contract Expenditures 2008	Remaining 2008 Budget
Current Year Budget				
Sounder Commuter Rail, Services	13,491	4,351	216	8,924
ST Express, Services	6,445	1,764	56	4,625
Tacoma Link, Services	973	286	10	677
Net non-capitalizable costs	6,515	4,651	43	1,821
Total	27,424	11,052	325	16,047

Contract Spending Plan	Prior Year(s) Spending	2008 Spending	Future Expenditures	Total
Securitas Security Services	7,765	325	-	8,090
	7,765	325	-	8,090

Contract Budget	Current Approved Contract Value	Spent to Date	Proposed Action	Proposed Total Contract Value
Securitas Security Services	7,765	7,761	325	8,090
Contingency	-	-	-	-
Total Contract	7,765	7,761	325	8,090
Percent Contingency	0%	0%	0%	0%

Notes:

- 1 Represents adopted 2008 budgets for Sounder Commuter Rail, ST Express, Tacoma Link Light Rail and Net non-capitalized costs. The budget information relating to Sounder, Tacoma Link and ST Express can be found on page 55, 59 and 51 of 2008 Adopted budget book, respectively. The budget information for Net non-capitalized costs budget can be found on page 22 of Adopted Budget book.

SMALL BUSINESS PARTICIPATION

Not applicable to this action.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

In 2005, Sound Transit awarded a one-year contract with two one-year options to extend with Securitas for unarmed security services for Sounder commuter rail, Tacoma Link, Sound Transit parking garages, park and ride lots and administration buildings. This contract modification provides for unplanned security expenses that occurred due to various unforeseen circumstances. These expenses included continuation of unarmed security officers riding Sounder trains and at station platforms, additional security coverage of the Federal Way Transit Center following a major incident in January 2008, and security for the early acquisition of Capitol Hill real estate to support the University Link extension.

In 2007, the Sound Transit Board approved the execution of the second and last one-year extension for the current contract. This authorized Securitas Security Services to provide unarmed security services for an additional \$1.8 million dollars. This amount was approximately 1/3 less than either of the two previous years despite system expansions and ridership increases. As security assignments were realigned to reflect changing circumstances, associated security costs were not updated in a manner that identified total costs in relationship to the contract balance. The combination of related contracts starting later than anticipated, staffing revisions, and unforeseen activities described above have resulted in these additional expenses.

The additional services will be funded through a combination of Sounder operations service budget, ST Express operations service budget, Tacoma Link operations service budget, and non-operating expenses budget. The Adopted 2008 Budget includes \$13,491,247 for Sounder Services, \$6,445,239 for ST Express Services, \$972,506 for Tacoma Link Security Services. The total budget for non-operating expenses is \$6,514,678. The costs under the proposed action for Sounder were \$216,000, for ST Express were \$56,000, for Tacoma Link were \$10,000, and for non-operating expenses were \$43,000. These amounts generally reflect the proportionate distribution of the additional security services and the combined funding sources are more than sufficient to fund this proposed action. The additional unplanned coverage is within the overall budget for security related services.

Despite the fact that the unarmed security services contract is over the authorized not-to-exceed contract amount, the Sound Transit security budget, as a whole, still reflects a cost reduction of more than \$1.0 million less than the security budget for each of the two previous years.

Prior Board/Committee Actions

Motion/Resolution Number and Date	Summary of Action
M2007-86 8/23/07	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
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 7/7/05	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

No anticipated consequence.

PUBLIC INVOLVEMENT

Not applicable for this action.

ENVIRONMENTAL COMPLIANCE

PW 7/30/08

LEGAL REVIEW

JW 7/30/08

SOUND TRANSIT

MOTION NO. M2008-69

A motion of the Board of the Central Puget Sound Regional Transit Authority ratifying a contract amendment with Securitas Security Services to provide unarmed security services in the amount of \$324,544.34 for a new total authorized contract amount not to exceed \$8,089,288.34.

Background:

In 2005, Sound Transit awarded a one-year contract with two one-year options to extend with Securitas for unarmed security services for Sounder commuter rail, Tacoma Link, Sound Transit parking garages, park and ride lots and administration buildings. This contract modification provides for unplanned security expenses that occurred due to various unforeseen circumstances. These expenses included continuation of unarmed security officers riding Sounder trains and at station platforms, additional security coverage of the Federal Way Transit Center following a major incident in January 2008, and security for the early acquisition of Capitol Hill real estate to support the University Link extension.

In 2007, the Sound Transit Board approved the execution of the second and last one-year extension for the current contract. This authorized Securitas Security Services to provide unarmed security services for an additional \$1.8 million dollars. This amount was approximately 1/3 less than either of the two previous years despite system expansions and ridership increases. As security assignments were realigned to reflect changing circumstances, associated security costs were not updated in a manner that identified total costs in relationship to the contract balance. The combination of related contracts starting later than anticipated, staffing revisions, and unforeseen activities described above have resulted in these additional expenses.

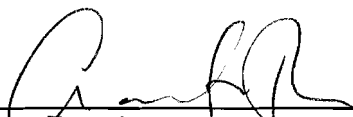
The additional services will be funded through a combination of Sounder operations service budget, ST Express operations service budget, Tacoma Link operations service budget, and non-operating expenses budget. The Adopted 2008 Budget includes \$13,491,247 for Sounder Services, \$6,445,239 for ST Express Services, \$972,506 for Tacoma Link Security Services. The total budget for non-operating expenses is \$6,514,678. The costs under the proposed action for Sounder were \$216,000, for ST Express were \$56,000, for Tacoma Link were \$10,000, and for non-operating expenses were \$43,000. These amounts generally reflect the proportionate distribution of the additional security services and the combined funding sources are more than sufficient to fund this proposed action. The additional unplanned coverage is within the overall budget for security related services.

Despite the fact that the unarmed security services contract is over the authorized not-to-exceed contract amount, the Sound Transit security budget, as a whole, still reflects a cost reduction of more than \$1.0 million less than the security budget for each of the two previous years.

Motion:


It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that a contract amendment with Securitas Security Services to provide unarmed security services in the amount of \$324,544.34 for a new total authorized contract amount not to exceed \$8,089,288.34 is ratified.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on August 14, 2008.



Aaron Reardon
Board Vice-Chair

ATTEST:



Marcia Walker
Board Administrator