MEMORANDUM

To: TARC Board of Directors

From: Ozzy Gibson, Executive Director

Date: August 28, 2024

Re: Resolution 2024-27 Police Services (#20241869)

The Transit Authority of River City (TARC) issued Request for Proposal (RFP) 20241869 Police Services on Friday, May 17, 2024. Police support services are required to maximize safety for TARC and its personnel and customers while on TARC property and on TARC buses. Police support services are an essential part of TARC's daily operations. The police support services personnel are responsible for monitoring all security activity on TARC's coaches and property. This includes providing support to all coach operators and passengers along with assisting property security personnel as needed. Properties serviced by this contract include all TARC coaches, TARC's Union Station at 1000 West Broadway (including the Transportation and Operations Building and the Alyce French-Johnson Training and Education Center), the TARC maintenance facility at 2905 West Broadway, and the TARC Customer Service building at 2901 West Broadway. This service is imperative to maintain the safety and security of TARC, its employees and passengers. The solicitation was sent to seven (7) known, interested proposers. The solicitation was also posted on TARC's website, on the TARC Bonfire portal, and advertised in TransitTalent.

On Wednesday, June 26, 2024, TARC received four (4) proposals of which only two (2) were deemed responsible: Morgan Security Services and Police Security Services. The review committee consisted of four (4) knowledgeable TARC employees who independently reviewed and scored the proposals using the solicitation evaluation criteria. The individual scoring was automatically averaged and weighted against the evaluation criteria in TARC's Bonfire portal with the final calculation resulting in a comparison ranking of each evaluation criteria and a final total score ranking. An unanimous decision was made to progress both proposers to the Step–2 process, which includes a presentation and interview. After the presentation and interviews, the evaluation committee went back to re-score both proposers based on the original prescribed criteria factors. The Step-2 final score resulted in an award to the highest ranked scorer, which was Police Security Services.

TARC has estimated an annual hour usage of 11,648 hours for such police support and an additional 120 contingency hours for any unforeseeable incident that may occur during the year. Police Security Services has accepted the negotiated rate of $70.00 per hour for the initial term of two years. The optional three (3) one (1) year terms will include an annual escalator of 5% which the Procurement Department will conduct a market pricing analysis and the resulting rate will be taken back to the Board for authorization.

This Resolution seeks approval for the Board of Directors to authorize the Executive Director to negotiate and enter into a contract with Police Security Services at an annual estimate not to exceed $823,760 for each of the first two (2) years. Please call me if you have any questions.

RESOLUTION 2024-27
POLICE SERVICES

A Resolution authorizing the Executive Director to negotiate and enter into a contract with Police Security Services for police support services at an estimated annual hour usage of 11,768 hours including contingency hours at an hourly rate of $70.00 of an annual not to exceed amount of $823,760 for an initial term of two (2) years with an additional option for a three (3) one (1) year terms which will be taken to the Board of Directors for authorization.

WHEREAS, TARC seeks police support services to provide and assist our operators on the coach, at coach stops and at our facilities on as needed; and

WHEREAS, Police Security Services received the highest score and was deemed the most responsive and responsible; and

WHEREAS, Police Security Services offered the best value and most competitive rate based on market research and through the Procurement Department's pricing analysis; and

WHEREAS, TARC would like to execute an initial term of two (2) years for an annual estimated hour usage of 11,768 hours for such police support services including contingency hours, with an option to exercise an additional three (3) one (1) year terms which will be taken to the Board of Directors for authorization; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Transit Authority of River City that:

The Executive Director is hereby authorized to negotiate and enter into contract with Police Security Services for police support services at an annual estimated hour usage of 11,768 hours at the rate of $70.00 per hour for an annual not to exceed amount of $823,760 with an option to exercise an additional three (3) one (1) year terms which will be taken to the Board of Directors for authorization.

ADOPTED THIS 28th DAY OF AUGUST 2024

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Ted Smith, Chair of the TARC Board of Directors