

Date: May 27, 2015
To: Board of Directors
From: Neil McFarlane *Neil McFarlane*
Subject: **RESOLUTION 15-05-19 AUTHORIZING A CONTRACT WITH G4S SECURE SOLUTIONS (USA) INC. FOR TICKET VENDING MACHINE REVENUE COLLECTION SERVICES**

1. Purpose of Item

The purpose of this item is to request that the TriMet Board of Directors (“Board”) adopt a Resolution authorizing the General Manager to execute a contract with G4S Secure Solutions (USA) Inc. (“G4S”) for Ticket Vending Machine Revenue Collection Services.

2. Type of Agenda Item

- Initial Contract
- Contract Modification
- Other _____

3. Reason for Board Action

Board approval is required for goods and services contracts obligating TriMet to pay in excess of \$500,000.

4. Type of Action:

- Resolution
- Ordinance 1st Reading
- Ordinance 2nd Reading
- Other _____

5. Background

TriMet currently has 152 Ticket Vending Machines (TVMs) collecting cash for purchases of transit fares. Another 34 cash collecting TVMs will be added with the opening of the Orange line in September 2015. Monday through Saturday TriMet’s revenue collection contractor is assigned a TVM servicing schedule for the day by TriMet’s money room personnel. The number of TVMs serviced each day ranges between 50 to 60 machines and servicing takes a two-person crew approximately eight hours to complete. G4S currently provides these services under the terms of a contract originally executed in October 2003, which expires next month.

6. Procurement Process

TriMet issued a Request for Proposals (RFP) for a new contract for these services on March 11, 2015. The RFP was issued through the Procurement & Contracts Department "eBid" system and notice of the RFP was sent to over 300 system registrants in the TVM servicing, armored car services, and security categories. Over 30 firms downloaded the RFP document. By the proposal due date of April 8, TriMet received only a single proposal from G4S.

7. Diversity

G4S provided documentation reflecting that 12.5% of its Portland based workforce is composed of minority employees. While there are not specifically identified subcontracting opportunities within this contract, G4S has committed to implementing a Disadvantaged, Minority, Women and Emerging Small Business ("DMWESB") "Mentor Program" within the TriMet security services contract which was awarded to G4S in December of 2014.

8. Financial/Budget Impact

Based on estimated hours of deployment, the proposal price for the first year amount of the contract is approximately \$134,000. This amount is deemed to be fair and reasonable, when compared to the expiring contract annual amount of \$127,000. This newly proposed annual price is planned for within the FY15-16 approved budget. If all four option years are exercised, the total amount of the contract is estimated to be \$684,193.

9. Impact if Not Approved

If this Resolution is not approved, TriMet would need to issue a new RFP for these services. Staff does not believe that re-issuance of the RFP would necessarily result in a broader pool of proposers. Given that these services are critical to processing of District revenue, issuance of a new RFP is not recommended.

DB/RVH/pc

RESOLUTION 15-05-19

RESOLUTION OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH G4S SECURE SOLUTIONS (USA) INC. FOR TICKET VENDING MACHINE REVENUE COLLECTION SERVICES

WHEREAS, TriMet has authority under ORS 267.200 to enter into a contract with G4S Secure Solutions (USA) Inc. for ticket vending machine revenue collection services (“Contract”); and

WHEREAS, the total amount of the Contract will exceed \$500,000; and

WHEREAS, the TriMet Board of Directors (“Board”), by Resolution dated November 25, 2009, adopted a Statement of Policies requiring the Board to approve goods and services contracts obligating TriMet to pay in excess of \$500,000;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Contract shall be in conformance with applicable laws.
2. That the General Manager is authorized to execute the Contract.

Dated: May 27, 2015

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department