

SP 3

SP 3

## OPERATIONS COMMITTEE

### RECOMMENDATION

The Committee concurred with the staff recommendation to approve a four month extension to Contract No. 5720 with Excel Security Services Inc., covering security guard services for six of the MTA's operating divisions for the period September 1, 1995 through December 31, 1995 at an amount not to exceed \$300,000.

OPERATIONS COMMITTEE, AUGUST 9, 1995

OPS 14

OPS 14



July 21, 1995

Los Angeles County  
Metropolitan  
Transportation  
Authority

TO: OPERATIONS COMMITTEE

THROUGH: FRANKLIN E. WHITE

FROM: *J. Pierce* *Arthur T. Leahy*  
JUDITH T. PIERCE / ARTHUR T. LEAHY

SUBJECT: CONSIDER APPROVAL OF EXTENSION TO CONTRACT  
NO. 5720 WITH EXCEL SECURITY SERVICES, INC. FOR  
SECURITY GUARD SERVICES FOR THE MTA'S OPERATING  
DIVISIONS

818 West Seventh Street  
Suite 300  
Los Angeles, CA 90017

213.972.6000

Mailing Address:

P.O. Box 194  
Los Angeles, CA 90053

#### RECOMMENDATION

Consider Chief Executive Officer's report containing a recommendation to extend Contract No. 5720 with Excel Security Services Inc. (Excel), Gardena, covering security guard services for six of the MTA's operating divisions, for the period September 1, 1995 through December 31, 1995, at an amount not-to-exceed \$300,000. Total contract amount shall be increased to \$2,742,000. This contractor provides security guard services for the MTA's bus operation properties not staffed by MTA security guards.

#### DBE PARTICIPATION

The DBE participation goal for this contract is 25%.

#### ALTERNATIVES CONSIDERED

An alternative to extending the contract with Excel would be to hire and deploy additional MTA security guards at the same service level as is currently being provided by Excel. At the present time, MTA does not employ a sufficient number of in-house security guards to perform this function. The time and expense of recruiting, testing, hiring and training additional MTA staff for this function would not be cost-effective at this time.

#### IMPACT ON BUDGET AND OBJECTIVES

The costs for outside security guard services are funded under Account No. 50304 of the MTA's Operating Budget.

Operations Committee  
July 21, 1995  
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## BACKGROUND

The MTA currently has 59 authorized security guard positions under the supervision of the Transit Police Department. Their duties are to provide security throughout MTA's bus operation locations. There are six additional MTA properties that require security and currently are staffed by Excel. The Transit Police Department is responsible for oversight and monitoring the performance of this contractor.

Eighteen security guards from Excel are deployed at these six MTA properties over a 24-hour period on weekdays and an additional guard is added on weekends.

## CONTRACT HISTORY OVERVIEW

A labor rate contract was awarded to Excel Security Systems as a result of a competitive selection process under RFP 91-96 in 1992. The contract contained two renewability options for additional one-year periods. Each option was exercised in 1993 and 1994 respectively. The period of performance for this contract expires July 31, 1995. Sufficient funds remain to extend this contract through August 31, 1995. Staff has prepared a contract amendment to cover this period.


A new solicitation will be issued during the month of August and an award recommendation is expected to be presented at the November Board Meeting. Approximately four months is needed to allow time for the competitive selection process to be undertaken and completed.

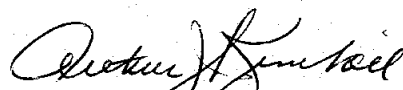
There has been no increase in the labor rate under this contract since 1993. There shall be no rate increase for the extension period.

## CONCLUSION

It is in the best interests of the MTA to proceed with the recommended action.

Prepared by: Tommy Williams

  
Paul L. Como, Director  
Procurement

  
Arthur J. Kimball  
Deputy Chief Administrative Officer  
Materiel

To Budget 7-1-95



# REQUEST TO PURCHASE

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY  
PROCUREMENT DEPARTMENT  
(213) 972-5028

DCPM-19  
REV 12/93

Shaded Areas to be Completed by Procurement Department

Reqn. No. 5-5800-186  
User Order Date 6/26/95  
P.O. No. XXXXXXXXXX  
Order Placement Date XXXXXXXXXX

FUND	DEPT	PROJECT	ACCOUNT	PROJECT	CONTRACT	GRANT	MAC
ACCOUNT NO. 50304		A.F.E. NO.	WORK ORDER/MODE	GRANT NO.			

*50322*  
**Suggested Supplier:**

Excel Security Services, Inc.  
16221 Maple Ave.  
Gardena, CA 90248  
(310) 516-8571  
Contact: George Hicks

**Please Ship To:**  
 470 Bauchet Street  
Los Angeles, CA 90012  
Contact: Rick Proven  
 972-3687

Payment Terms: XXXXXXXXXX SHIP Via: XXXXXXXXXX F.O.B. XXXXXXXXXX User Required Date XXXXXXXXXX Vendor Delivery Commitment XXXXXXXXXX

Quantity	Description/Part Number	PRICE	UNIT	EXTENSION
	Request for extension of period of performance for <del>4 mos</del> <sup>4 mos</sup> (through <del>September 14 1995</del> <sup>November 30 1995</sup> ) to allow time for new RFP (Contract No. 5720) and addition of funds to cover this period			
	Not to exceed \$300,000			

Technical Inspection Required  Hazardous Material TOTAL

Placed By:  Telephone  Fax  Mail With

REMARKS:

Requestor: *[Signature]* Ext. 2-3687 Date 6/26/95 Dept Head: *[Signature]* Date 6/26/95  
Rick Provencio Sharon K. Papp, Transit Police Chief

Budget	Date	Procurement Panel	Date
Legal		Procurement Officer	
Deputy Executive Officer		Authority Secretary	
Executive Officer <i>us foup</i>			
Deputy CEO			
CEO			

**RECEIVED**  
**JUL 18 1995**  
PROCUREMENT  
L.A.C.M.T.A.

**SEND (3) COPIES DIRECT TO PROCUREMENT**