


**Date:** May 25, 2022

**To:** Board of Directors

**From:** Sam Desue, Jr. 

**Subject:** **RESOLUTION NO. 22-05-32 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH REECE COMPLETE SECURITY SOLUTIONS (REECE) FOR BUILDING ACCESS CONTROL MAINTENANCE, REPAIR, AND INSTALLATION; AND INTRUSION DETECTION CONSULTATION SERVICES**

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1. **Purpose of Item**

This Resolution requests that the TriMet Board of Directors (Board) authorize the General Manager or his designee to execute a contract with REECE Complete Security Solutions (REECE) for the procurement of building access control maintenance, repair, and installation; and intrusion detection consultation services (Contract).

2. **Type of Agenda Item**

- Initial Contract
- Contract Modification
- Other \_\_\_\_\_

3. **Type of Contract Procurement**

- Low Bid / Invitation to Bid (ITB)
- Request for Proposals (RFP) (inc. CM/GC)
- Request for Qualifications (RFQ) (Personal Services)
- Other (inc. sole source):

4. **Reason for Board Action**

Board authorization is required for all goods and services contracts obligating TriMet to pay in excess of \$1,000,000.

5. **Type of Action**

- Resolution
- Ordinance 1<sup>st</sup> Reading
- Ordinance 2<sup>nd</sup> Reading
- Other \_\_\_\_\_

6. **Background**

TriMet's Safety & Security Division has an ongoing need for maintenance, repair, and installation services for building access control and alarm monitoring of TriMet facilities, transit centers, and elevators.

TriMet’s fire and security alarms are from a variety of manufacturers and all TriMet-owned. However, the access control for TriMet’s facilities utilize a Lenel OnGuard Building Access Control and Photo Identification System. The System incorporates Lenel controllers, Lenel-compatible card readers, and Lenel-compatible video cameras, based upon the Lenel Pro-1 operating system and badging station. For this reason, only Lenel Value Added Resellers and Lenel-certified maintenance, repair, and installation firms can be considered for award of this Contract.

This Contract will provide for maintenance, repair and upgrade of the existing system components, any new installations required to augment the system, and consulting services regarding system improvements and intrusion detection.

**7. Description of Procurement Process**

TriMet utilized a competitive Request for Proposals (RFP) process to select a contractor to provide the goods and services. The RFP was issued on February 28, 2022, with a proposal due date of April 4, 2022. A total of 292 vendors were notified of the RFP via TriMet’s eProcurement System (TriP\$) and two firms, REECE and ADT Commercial (ADT), submitted proposals.

A Source Evaluation Committee (SEC) comprised of staff from TriMet’s Safety & Security and Information Technology Divisions evaluated the two proposals. The evaluation criteria included: (1) qualifications of the proposer; (2) qualifications of the staff; (3) workforce diversity; (4) understanding of the work; and (5) price.

After evaluating the proposals, the two proposers were shortlisted to the competitive range and the SEC opened their price proposals. The SEC then determined that both finalists would be considered for award, and asked each to submit a Best and Final Offer (BAFO) to revise pricing and answer questions regarding their proposals. TriMet received both BAFOs on April 26, 2022.

Overall scores of the two firms after BAFO submissions are summarized below:

	Possible Points	REECE	ADT
<b><i>Evaluation Criteria</i></b>			
Qualifications of Proposer, Staff, and Diversity	30	27.2	22.6
Understanding of the Work	40	38.4	34.2
<b>Technical Proposal Totals . . .</b>	<b>70</b>	<b>65.6</b>	<b>56.8</b>
<b>Price Proposal (after BAFO) . . .</b>	<b>30</b>	<b>30</b>	<b>29.4</b>
<b>Total Score . . .</b>	<b>100</b>	<b>95.6</b>	<b>86.2</b>
Initial Pricing . . .		\$2,682,000	\$2,733,500
<b>BAFO Pricing . . .</b>		<b>\$2,668,500</b>	<b>\$2,705,500</b>
<i>Independent Cost Estimate (ICE) . . .</i>		\$2,784,500	

REECE, the current contractor, proposed a staff of service technicians who are very familiar with TriMet's facilities and will not require a mobilization period. In addition, REECE demonstrated that it has an excellent working relationship with staff in TriMet's Safety & Security, Information Technology, and Maintenance Operations Divisions, arising from its ongoing work with TriMet. The SEC also concluded that REECE has thoroughly demonstrated its ability to provide 24/7/365 monitoring and reporting services to keep TriMet's facilities safe. Finally, REECE's proposal was found to be fair and reasonable based on competition and a comparison with TriMet's ICE of \$2,784,500 for the five-year contract term.

The proposed contract with REECE will be for a five-year term, with TriMet retaining the unilateral option to terminate for convenience for any reason during that period. Price adjustments will be permitted on an annual basis, at TriMet's discretion, which will be capped at the Consumer Price Index for all Urban Wage Earners and Clerical Workers (CPI-W) for the Portland-Salem area Western Region. The total amount paid for the contract will be based on TriMet's actual requirements and the goods and services needed during the contract term.

8. **Diversity**

REECE's total employee count is 69, and its workforce is 15.9% minority and 17.4% female. REECE will use its own workforce to perform the services under this contract and is not a certified firm.

9. **Financial/Budget Impact**

The services are included as a line item in TriMet's Safety & Security Division's annual operating budget, which may be augmented with future Federal Homeland Security Grants.

10. **Impact if Not Approved**

Continuing operation of this Contract is necessary to ensure that TriMet's facilities, transit centers, and elevators remain monitored and safe. If the Resolution is not approved, TriMet will need to re-procure for these goods and services, and it is highly unlikely that re-soliciting will achieve better quality, price, or broader participation. Further, REECE is well qualified to provide these goods and services, and its prices are fair and reasonable.

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TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A  
CONTRACT WITH REECE COMPLETE SECURITY SOLUTIONS (REECE)  
FOR BUILDING ACCESS CONTROL MAINTENANCE, REPAIR, AND  
INSTALLATION; AND INTRUSION DETECTION CONSULTATION  
SERVICES**

**WHEREAS**, TriMet has authority under ORS 267.200 to enter into a contract with REECE Complete Security Solutions (REECE) for building access control maintenance, repair, and installation; and for intrusion detection consultation services (Contract); and

**WHEREAS**, by Resolution dated October 25, 2017, the TriMet Board of Directors (Board) adopted a Statement of Policies requiring the Board to authorize goods and services contracts obligating TriMet to pay in excess of \$1,000,000; and

**WHEREAS**, the total amount of the Contract exceeds \$1,000,000;

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the Contract shall conform with applicable law.
2. That the General Manager or his designee is authorized to execute the Contract in an amount not to exceed of \$2,668,500, with the total amount to be based on actual goods and services provided throughout the five-year Contract term.

Dated: May 25, 2022



\_\_\_\_\_  
Presiding Officer

Attest:



\_\_\_\_\_  
Recording Secretary

Approved as to Legal Sufficiency:



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Legal Department