



**June 14, 2018**

**To:** Transit Committee

**From:** Darrell E. Johnson, Chief Executive Officer

**Subject:** Consultant Selection to Design, Furnish, and Install a Video Surveillance System at the Laguna Niguel/Mission Viejo Metrolink Station

### **Overview**

On February 13, 2018, the Orange County Transportation Authority issued a request for proposals for design and installation of a video surveillance system at the Laguna Niguel/Mission Viejo Metrolink Station. Board of Directors' approval is requested for the selection of a firm to perform the required work.

### **Recommendations**

- A. Approve the selection of Convergent Technologies, LLC, as the firm to design, furnish, and install a video surveillance system at the Laguna Niguel/Mission Viejo Metrolink Station.
- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-7-2150 between the Orange County Transportation Authority and Convergent Technologies, LLC, in the amount of \$384,488, to design, furnish, and install a video surveillance system at the Laguna Niguel/Mission Viejo Metrolink Station.

### **Discussion**

In 2006, in conformance with the Federal Transit Administration (FTA) Transit Security Design Guidelines, the Orange County Transportation Authority (OCTA) developed strategic security plans for commuter rail facilities, along with standards for design and procurement of security camera networks, known as video surveillance systems (VSS).

In June 2007, the United States Department of Homeland Security completed transit risk assessment models which indicated that Metrolink commuter rail stations needed increased security. On September 13, 2007, the OCTA

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Board of Directors (Board) approved the Metrolink Surveillance System Deployment Program (Program), which initially included six Metrolink stations and authorized the use of FTA Grant Program 5309 monies to fund 80 percent of the VSS, with a 20 percent match from the Commuter Urban Rail Endowment fund. The initial cities included Buena Park, Fullerton, Irvine, Orange, Santa Ana, and Tustin. On October 22, 2012, the Board approved the inclusion of the proposed Placentia Metrolink Station in the Program. Due to project savings from the initial Program, staff recommended that the Laguna Niguel/Mission Viejo (LN/MV) Metrolink Station project (Project) be added into the Program. The City of Laguna Niguel (City) is in support and agrees that the Project will enhance the safety at the station.

On March 12, 2018, the Board approved Cooperative Agreement No. C-7-2141 with the City to define roles, responsibilities, and funding for the Project. OCTA will be the lead agency for the Project, with the City providing support in coordination with the City's police department and development of a concept of operation. Upon completion of installation and acceptance by OCTA and the City, the City will assume ownership, operation, and maintenance of the VSS at the LN/MV Metrolink Station.

### ***Procurement Approach***

The procurement was handled in accordance with OCTA's Board-approved procedures for professional and technical services. Various factors are considered in an award for professional and technical services. Award is recommended to the firm offering the most comprehensive overall proposal, considering such factors as staffing and project organization, prior experience with similar projects, approach to work plan, as well as cost and price.

On February 13, 2018, Request for Proposals (RFP) 7-2150 was issued electronically on CAMM NET. The Project was advertised in a newspaper of general circulation on February 13 and February 19, 2018. A pre-proposal conference and site visit took place on February 19, 2018, with ten people representing nine firms in attendance. Four addenda were issued to make available the pre-proposal conference presentation and registration sheets, provide responses to questions received, and to handle administrative issues related to the RFP.

On March 15, 2018, four proposals were received; however, two proposals received were deemed non-responsive due to not meeting the federally required Disadvantaged Business Enterprise participation goal established for the Project.

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An evaluation committee consisting of staff from OCTA's Contracts Administration and Materials Management, Rail Programs, and Information Systems departments, as well as external representatives from the Southern California Regional Rail Authority (SCRRA) and the City, met to review the responsive proposals received. The proposals were evaluated based on the following evaluation criteria and weights:

- |                                     |            |
|-------------------------------------|------------|
| • Qualifications of the Firm        | 20 percent |
| • Staffing and Project Organization | 30 percent |
| • Work Plan                         | 30 percent |
| • Cost and Price                    | 20 percent |

Several factors were considered in developing the criteria weights. High importance was given to staffing and project organization, as the project manager (PM) and key personnel are critical to the successful and timely delivery of the Project. Similarly, high importance was also given to the work plan criterion to emphasize the importance of the team's understanding of the Project, its challenges, and its approach to implementing the design and installation of a VSS in accordance with the scope of work (SOW). Qualifications of the firm evaluates the firm's experience in performing work of a closely similar nature. Cost and price were weighted at 20 percent to ensure OCTA receives value for the work provided.

On March 28, 2018, the evaluation committee reviewed and discussed two proposals based on the evaluation criteria and found both firms qualified to perform the required services. The firms are listed below in alphabetical order:

### Firm and Location

Convergint Technologies, LLC (Convergint)  
Orange, California

Schneider Electric Buildings Americas, Inc. (Schneider)  
Brea, California

On April 4, 2018, the evaluation committee interviewed both firms. The interviews consisted of a presentation to discuss each firm's qualifications, highlight its proposal, and respond to evaluation committee questions. Questions were asked relative to the commitment of the team's key personnel to the Project, approach to accomplishing the proposed Project schedule, and the qualifications and management of the proposed Project team. Finally, each team was asked specific clarification questions related to its proposal.

After considering the presentation and responses to questions asked during the interviews, the evaluation committee adjusted the preliminary scores for one firm; however, the overall ranking of the firms did not change as a result of the interviews.

Based on the evaluation of written proposals, information obtained from the interviews, and cost, staff recommends Convergent as the firm to design, furnish, and install a VSS at the LN/MV Metrolink Station. Convergent ranked highest among the proposing firms because of its extensive experience in completing similar projects at various Metrolink stations and the proposed project team of highly-qualified personnel to perform the tasks outlined in the SOW. The following is a brief summary of the proposal evaluation results.

#### Qualifications of the Firm

The two short-listed firms are established firms with relevant experience and sufficient resources to perform the design and installation of a VSS. The firms demonstrated understanding of the SOW and the Project requirements for the design and installation of a VSS at the LN/MV Metrolink Station.

Convergent has 17 years of experience providing security integration solutions for both public and private organizations. Convergent has successfully completed a number of similar VSS projects for SCRRA, Port of Los Angeles, Port of Long Beach, the cities of Irvine, Orange, and Seal Beach, and the Orange County Sheriff's Department. Convergent is the current maintenance vendor for OCTA's key card door access systems and VSS. Convergent has experience working with the proposed subconsultant on a similar project. This previous experience has allowed the firm to develop a comprehensive understanding of VSS requirements and familiarity with the safety requirements of performing work on an active railroad. The firm's proposed subcontractor has worked with Convergent in the past installing VSS at Metrolink stations and is fully trained and certified by SCRRA, as required by the SOW. During the interview, Convergent personnel provided detailed and thorough responses to questions, demonstrating the firm's experience and ability to provide the design and installation services as required by the SOW.

Schneider, the second-ranked firm, is a well-established firm that specializes in energy distribution and building management. The firm has previous experience providing security solutions for clients, including City National Plaza in Los Angeles, Ten-X and AT&T in Irvine, and the Shops at Summerlin in Las Vegas, though only one project was specifically identified as a VSS. The proposed subcontractor has no previous experience working with Schneider.

The Schneider team provided adequate responses to interview questions, demonstrating the firm's capability for providing VSS.

#### **Staffing and Project Organization**

Each firm proposed qualified key personnel and support staff with relevant experience.

Convergint proposed a well-qualified project team that has worked together on several past related projects. The PM has over 21 years of experience and specializes in the implementation of VSS projects. Previous projects where the PM served in a similar role include VSS installations with Metrolink, the City of Gardena Police and Municipal Bus Lines, the City of Orange, the Orange County Intelligence Assessment Center, and the Los Angeles Sheriff's Department, in addition to many private clients. During the interview, Convergint clarified the commitment of key personnel to the Project. Convergint has a large pool of technicians from which to draw, including many certified in proposed technology solutions for the Project. As requested in the RFP, Convergint provided a labor resources table that demonstrated a reasonable distribution of personnel and hours, supporting the appropriate staffing of the Project. Convergint has previously worked with the firm's proposed subcontractor, which will assist the proposed team with cable and fiber installation.

The proposed Schneider team includes qualified personnel, including a PM with 13 years of experience. The lead project engineer has over 20 years of experience and is certified in the proposed technology solutions for the Project. However, the proposed staff has no previous experience working with public agencies or on an active railroad, so the areas of experience demonstrated were less relevant to the SOW than the top-ranked firm. Schneider clarified its commitment of key personnel during the interview and has personnel qualified to perform all required tasks.

#### **Work Plan**

The two firms met the requirements of the RFP, and each firm effectively discussed its approach to the Project.

Convergint presented a comprehensive work plan and schedule that demonstrated its understanding of the Project requirements in its proposal and in the interview. The work plan identified an efficient Project delivery schedule and proposed the use of the latest open-source technology solutions to provide the required camera coverage at the station. Convergint also emphasized the

importance of communication and quality assurance as key to effective Project implementation.

Schneider presented a very good work plan, including a detailed Project schedule. A work summary table with responsibilities by task was provided, including personnel accountable for oversight on each task. The work plan proposed the use of Pelco cameras with the latest technology. Schneider emphasized its quality assurance/quality control communication plan.

#### **Cost and Price**

Pricing scores were based on a formula which assigned the highest score to the lowest total firm-fixed price for the tasks to be completed and scored the other proposals' total firm-fixed prices based on its relation to the lowest total firm-fixed price. Convergent's proposed price was competitive, and the proposal was reviewed by OCTA staff and found to be fair and reasonable for the work to be performed.

#### **Procurement Summary**

Based on the evaluation of the written proposals and information obtained during the interviews, the evaluation committee recommends the selection of Convergent as the top-ranked firm to design, furnish, and install a VSS at the LN/MV Metrolink Station. Convergent demonstrated outstanding relevant experience and submitted a comprehensive proposal meeting the requirements of the SOW. Convergent presented a detailed and thorough interview, supporting the firm's experience and qualifications, staffing, work plan, and a thorough understanding of the overall Project.

#### **Fiscal Impact**

The Project was budgeted in OCTA's Fiscal Year 2017-18 Budget, Capital Programs Division, Account 0018-7519-A4459-12G, and is funded 80 percent with Federal 5309 money, with a 20 percent match in Proposition 1B funds.

#### **Summary**

Staff requests Board approval for the Chief Executive Officer to negotiate and execute Agreement No. C-7-2150 with Convergent to design, furnish, and install a VSS at the LN/MV Metrolink Station.

***Attachments***

- A. Review of Proposals 7-2150 Video Surveillance System at the Laguna Niguel/Mission Viejo Metrolink Station
- B. Proposal Evaluation Criteria Matrix, RFP 7-2150 Video Surveillance System at the Laguna Niguel/Mission Viejo Metrolink Station
- C. Contract History for the Past Two Years, RFP 7-2150 Video Surveillance System at the Laguna Niguel/Mission Viejo Metrolink Station

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