



**April 11, 2019**

**To:** Transit Committee

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

**Subject:** Consultant Selection for Video Surveillance System Installation at the Anaheim, Irvine Construction Circle, and Irvine Sand Canyon Bus Bases, and the Orange Administration Building

### **Overview**

On September 24, 2018, the Orange County Transportation Authority Board of Directors authorized the issuance of a request for proposals for video surveillance system installation at the Anaheim, Irvine Construction Circle, and Irvine Sand Canyon bus bases, and the Orange Administration building. Board of Directors' approval is requested for the selection of a firm to perform the required work.

### **Recommendations**

- A. Approve the selection of Schneider Electric Buildings Division as the firm to perform video surveillance system installation at the Anaheim, Irvine Construction Circle, and Irvine Sand Canyon bus bases, and the Orange Administration building.
- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-8-1874 between the Orange County Transportation Authority and Schneider Electric Buildings Division, in the amount of \$701,705, for video surveillance system installation at the Anaheim, Irvine Construction Circle, and Irvine Sand Canyon bus bases, and the Orange Administration building.
- C. Amend the Orange County Transportation Authority's Fiscal Year 2018-19 Budget, in the amount of \$451,705, to accommodate Agreement No. C-8-1874 for video surveillance system installation at the Anaheim, Irvine Construction Circle, and Irvine Sand Canyon bus bases, and the Orange Administration building.

### ***Discussion***

The Orange County Transportation Authority (OCTA) completed construction of the Anaheim, Irvine Construction Circle, and Irvine Sand Canyon bus bases in 1983, 2006, and 1999, respectively. The video surveillance systems (VSS) at the bus bases are outdated and in need of replacement. Additionally, new cameras will be added in the Orange Administration building elevators, lobbies, and stair wells. The new VSS will use current Internet Protocol camera technology, be integrated into existing Milestone Systems video management software, have remote monitoring capability, and a minimum of 30 days of video storage. The systems will provide an increased deterrent to crime, support for a safe and secure working environment, and increased detection and evidence for law enforcement investigations.

### ***Procurement Approach***

This procurement was handled in accordance with OCTA's Board of Directors (Board)-approved procedures for professional and technical services that conform to both federal and state laws. In addition to cost, many other 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, and work plan, as well as cost and price.

On September 24, 2018, Request for Proposals (RFP) 8-1874 was issued electronically on CAMM NET. The project was advertised in a newspaper of general circulation on September 24 and October 1, 2018. A pre-proposal conference and site visit were held on October 10, 2018, with 18 attendees representing 17 firms. On October 18, 2018, an additional site visit was held at the Santa Ana Bus Base with one attendee. Five addenda were issued to make available the pre-proposal conference registration sheets and presentation materials, provide responses to questions received, and address administrative issues related to the RFP.

On November 16, 2018, five proposals were received. An evaluation committee consisting of staff from the Contracts Administration and Materials Management Department, Information Systems Technology and User Support Department, Maintenance Department, Security and Emergency Preparedness Department, and Facilities Engineering Department met to review all submitted proposals.

The proposals were evaluated on the following Board-approved 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 |

The evaluation criteria and weightings are consistent with those developed for recent similar procurements for VSS. In developing these weightings, several factors were considered, giving high importance to staffing and project organization as the project manager (PM) and key personnel's VSS installation experience and expertise is critical to the successful and timely delivery of the project. Similarly, high importance was given to the work plan criterion to emphasize the importance of the team's understanding of the project and its challenges, and its approach to implementing the various elements of the scope of work (SOW), such as completing any final design changes and the installation and integration in accordance with the drawings and specifications. The criterion for qualifications of the firm evaluated the firm's experience in performing work of a closely similar scope. Cost and price were weighted at 20 percent to ensure competitiveness in proposed pricing to accomplish the work required.

The evaluation committee reviewed and discussed all proposals based on the evaluation criteria and found two firms most qualified to perform the required services. The two firms are listed below in alphabetical order:

Firm and Location

Monarch Information Systems LLC (Monarch)  
Diamond Bar, California

Schneider Electric Buildings Division (Schneider)  
Brea, California

On February 7, 2019, the evaluation committee interviewed the two short-listed firms. The interviews consisted of a presentation allowing each team to discuss its qualifications, proposal, and respond to evaluation committee questions. Questions were asked relative to the team's experience, key personnel availability, approach to work plan execution, and integration with OCTA's existing software system. Finally, each team was asked specific clarification questions related to its proposal.

After considering the presentations 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 the written proposals, information obtained from the interviews, and proposed price, staff recommends Schneider as the firm to provide VSS installation at the Anaheim, Irvine Construction Circle, and Irvine Sand Canyon bus bases, and the Orange Administration building. Schneider ranked highest because the proposal was the most responsive to the RFP requirements. The firm has experience completing projects with similar services on complex, multi-site projects, qualified and committed key personnel, and a comprehensive work plan. Schneider also proposed the lowest price. The following is a brief summary of the proposal evaluation results.

#### Qualifications of the Firm

Both firms are established with relevant experience and sufficient resources to perform the installation of a VSS. The firms demonstrated understanding of the SOW and the project requirements for the installation of the VSS, including integration with OCTA's existing software system.

Founded in 1838, VSS installation and integration are amongst Schneider's specialty services. Schneider best demonstrated its qualifications with complex, multi-site VSS projects. VSS project examples include 200 sites for AT&T across several states, a county-wide installation project for Clark County, Nevada, involving 850 cameras for more than 20 buildings encompassing ten different departments, and a project involving more than 20 buildings for the College of Southern Nevada. Schneider has also completed security installations for the Port Authority of New York and New Jersey. Schneider has experience working with its proposed electrical subconsultant.

Monarch, a technology integrator firm, was founded in 1996. Monarch has provided similar services on complex, multi-site VSS projects. Examples of the relevant projects include the installation of 600 cameras across two campuses for the Long Beach Community College District (LBCCD) and integration with the Long Beach Police Department's surveillance system. Another project involved installation of more than 100 cameras across numerous schools for the San Gabriel Unified School District (SGUSD). Monarch has provided technology support for a security system at One Freedom Tower for the Port Authority of New York and New Jersey. Monarch has experience working with the proposed video management system (VMS) integrator subconsultant that has demonstrated experience supporting cameras on various VMS platforms.

### Staffing and Project Organization

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

Schneider proposed a well-qualified project team, including the PM and lead engineer as key personnel. Schneider proposed specific and enough labor commitment for both the PM and lead engineer to support the project. The proposed PM has seven years of VSS project management experience with complex, multi-site installation, and integration projects. Experience includes projects with AT&T, the Glendale Police Department, and the Lake Forest Civic Center. The lead project engineer is proposed to perform integration, testing, and all related tasks. With over 20 years of relevant VSS integration experience, notable projects include the City National Plaza project in downtown Los Angeles comprised of two high-rise office buildings, as well as AT&T and Verizon facilities. Schneider's proposed labor resources demonstrated an adequate distribution of resource allocation. The PM, the lead engineer, and Schneider personnel possess the various relevant technical certifications. The Schneider team provided detailed and thorough responses to interview questions, demonstrating experience and capabilities both in providing installation and integration services, and an understanding of the project requirements, schedule, and potential challenges.

Monarch's PM has more than 30 years of relevant experience. The PM has led Monarch's most complex, multi-site installation and integration projects, such as those for LBCCD and SGUSD. The networking engineers also have experience with some of Monarch's most significant projects. The PM, lead engineer, and support personnel have technical certifications. The networking/integration team is comprised of Monarch and subconsultant personnel with relevant experience and technical certifications. Although unclear in the written proposal, at the interview, Monarch provided additional details on the qualifications and experience of key personnel. Monarch's labor resource distribution and commitment demonstrated an understanding of project needs, with the PM's dedicated level of labor resources clarified during the interview. The Monarch team provided detailed and thorough responses to interview questions, demonstrating the firm's experience and capabilities in providing installation and integration services.

### Work Plan

Schneider presented the most comprehensive work schedule of the short-listed firms by specifying dates for beginning and completing major tasks at each project site. The proposal addressed in detail the phased installation and the

approach on how each of these phases would be integrated into OCTA's network. The work plan included the most detailed approach to quality assurance/quality control. A responsibility matrix illustrated the PM's and functional group's level of involvement in each project phase. Schneider provided a clear delineation of tasks and specific subtasks to be performed by each personnel, such as equipment installation, startup, and field testing by the software engineer, and submittal of drawings by the lead engineer.

Although Monarch's work plan includes most of the major tasks with date ranges for subtasks for the project, its work plan was more general. During the interview, Monarch addressed all questions regarding all major tasks and elaborated on the schedule, demonstrating an understanding of the project. The firm addressed quality assurance very briefly in the proposal.

#### 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. Schneider's price was the lowest amongst the short-listed firms. The price was reviewed by OCTA staff and found to be fair and reasonable for the level of effort by the firm.

#### Procurement Summary

Based on the evaluation of the written proposals and information obtained from the interviews, the evaluation committee recommends the selection of Schneider for VSS installation at the Anaheim, Irvine Construction Circle, and Irvine Sand Canyon bus bases, and the Orange Administration building. Schneider demonstrated the most relevant experience and submitted a comprehensive proposal meeting the requirements of the SOW. Schneider presented a detailed and thorough interview, supporting the firm's experience and qualifications, experienced staff, detailed work plan, and a thorough understanding of the overall project.

#### Fiscal Impact

A budget amendment to the OCTA Fiscal Year (FY) 2018-19 Budget, Capital Programs Division, Account 1722-9022-D3144-1FP, in the amount of \$451,705, is necessary to accommodate Agreement No. C-8-1874 for the project, and to align project cost with budget authority in the same FY. The project will be funded through Federal Transit Administration grant revenue.

***Summary***

Staff recommends Board approval for the Chief Executive Officer to negotiate and execute Agreement No. C-8-1874 with Schneider, in the amount of \$701,705, for VSS installation at the Anaheim, Irvine Construction Circle, and Irvine Sand Canyon bus bases, and the Orange Administration building, and to approve an amendment to the OCTA FY 2018-19 Budget, in the amount of \$451,705, for the project.

***Attachments***

- A. Review of Proposals, RFP 8-1874 - Video Surveillance System Installation at the Anaheim, Irvine Construction Circle, Irvine Sand Canyon Bus Bases, and the Orange Administration Building
- B. Proposal Evaluation Criteria Matrix ("Short-Listed Firms"), RFP 8-1874 - Video Surveillance System Installation at the Anaheim, Irvine Construction Circle, Irvine Sand Canyon Bus Bases, and the Orange Administration Building
- C. Contract History for the Past Two Years, RFP 8-1874 - Video Surveillance System Installation at the Anaheim, Irvine Construction Circle, Irvine Sand Canyon Bus Bases, and the Orange Administration Building

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