



**July 24, 2014**

**The Honorable Members of the Board of Supervisors  
City and County of San Francisco  
1 Dr. Carlton Goodlett Place, Room 244  
San Francisco, CA 94102**

***Subject: Request for Authority to enter into a contract with Andrews International for  
Armed and Unarmed Security Services***

**Honorable Members of the Board of Supervisors:**

The San Francisco Municipal Transportation Agency (SFMTA) requests that the San Francisco Board of Supervisors authorize the SFMTA to enter into a Contract with Andrews International for Armed and Unarmed Security Services to provide armed and unarmed security services in the amount of \$29,226,586.68, for an initial term of three years with an option to extend the term for up to three additional years.

**Background**

The SFMTA collects more than \$210 million in annual revenue from transit fares, citation payments and sale of various fare media and has facilities throughout the City, including transit stations, vehicle storage yards and service centers. These facilities require the services of security guards to act as a first deterrent for inappropriate activity, ensure the safety of SFMTA personnel protect SFMTA property and the public, and guard against vandalism.

The Board of Supervisors awarded the current contract for Armed and Unarmed Security Guard Services to Cypress Security, LLC on August 12, 2008. The original term was for three years, expiring on August 31, 2011, with a not-to-exceed contract amount of \$15.8 million. On August 2, 2011, the contract was extended for an additional three years, expiring on August 31, 2014, with a not-to-exceed amount of \$32.9 million.

**Bid Process**

On June 24, 2014, the SFMTA Board of Directors authorized the Director of Transportation to issue an Invitation for Bids No. SFMTA-2014-27 - Armed and Unarmed Security Services.

On July 16, 2014, the SFMTA received and publicly opened three bids as follows:

	<b>Bidders</b>	<b>Bid Amount</b>
1	Andrews International	\$29,226,586.68
2	Cypress Security Services	\$30,537,266.49
3	ABC Security	\$39,989,510.04

Andrews International listed Black Bear Security as their Local Business Enterprise subcontractor.

**Description of Work**

The Scope of Services for the contract will encompass approximately 157,144 hours of unarmed guard services and 55,066 of armed guard services annually.

Armed services will be provided for Automatic Fare Collection, Pass Sales - Hyde & Beach, Pass Sales - Powell & Market, Pass Sales – Presidio, Pass Sales – Portsmouth, Payroll Check Delivery, Subway Collections, Ballpark Detail and Subway Patrol.

Unarmed services will be provided for Mobile Patrol, Graffiti Patrol, Muni Metro East - North Gate, Muni Metro East - South Gate, Muni Metro East - Video Console, Security Operations Center, Islais Creek, 1399 Marin, Flynn, Woods, Woods/ Tubbs, Revenue Control Center, Geneva, Green Back Gate, Green Front Gate, Video Surveillance Unit, Potrero Lower Yard, Potrero Upper Yard, Presidio Back Gate, Presidio Front Gate, Kirkland Back Gate and Kirkland Primary.

In addition, 15,080 hours annually have been scheduled for on-site security management and other security-related tasks to include clerical, personnel scheduling, secure courier service and Americans with Disabilities Act (ADA) observers. These ADA observers will be unarmed plain-clothes Guards to act as field observers. The Observer Program was established by court decree to ensure SFMTA's adherence to ADA requirements. They will monitor ADA compliance that operators are required to follow while driving a transit vehicle, documentation of non-compliance.

**Alternatives Considered**

These services have historically been contracted out and due to the need to have armed licensed guards; it would not be practical to have City staff perform the services.

**Funding Impact**

SFMTA estimates that the Project cost, as reflected in the table below, will be \$4,871,097.78 annually.

**Project Budget**

<b>Expenditure</b>	<b>Cost</b>
Armed Guard Services	\$1,303,739.70
Unarmed Guard Services	\$3,204,959.68
Miscellaneous Services	\$362,398.40
<b>Total Estimated Annual Costs:</b>	<b>\$4,871,097.78</b>

**SFMTA Board of Directors Action**

On August 19, 2014, the SFMTA Board of Directors will consider a resolution to authorize the Director of Transportation to execute Contract No. SFMTA-2014-27 with Andrews International for Armed and Unarmed Security Services to provide armed and unarmed security services in the amount of \$29,226,586.68, for an initial term of three years with an option to extend the term for up to three additional years.

**Recommendation**

The SFMTA requests that the San Francisco Board of Supervisors authorize the SFMTA to enter into a Contract with Andrews International for Armed and Unarmed Security Services to provide armed and unarmed security services in the amount of \$29,226,586.68, for an initial term of three years with an option to extend the term for up to three additional years.

Thank you for your consideration of this proposed agreement. Should you have any questions or require more information, please do not hesitate to contact me at any time.

Sincerely,



**Edward D. Reiskin**  
**Director of Transportation**

