MetroLink System-Wide Security Assessment Phase 2 – Metro Transit Security Program

RFP # 030119-METRO, PRE-SUBMITTAL MEETING, FEBRUARY 15, 2019

Phase 1 - Assessment

Kicked off - May 2018 **Ending - March 2019**

- Existing Conditions & Best Practices Reports
- Stakeholder Engagement
- Peer Transit Agency Review
- High-level Threats & Vulnerabilities Assessment
- Recommendations Report (February 22)

Phase 1 – Recommendation Categories

- Security Strategy
- Policing/Security Staffing
- Procedures and Training
- Fare and Fare Enforcement
- Technology
- CPTED

Phase 1 vs. Phase 2

Phase 1 – Assessment / Recommendations

- Security Strategy
- Policing/Security Staffing
- Procedures and Training
- Fare and Fare Enforcement
- Technology
- ~~CPTED~~

Phase 2 – Vision / Security Program

- Security strategy
- Personnel structure / deployment
- Coordination / communication
  - Communication Protocol
- Policies/procedures

Partner Collaboration & Stakeholder Engagement

- Collaboration with law enforcement partners
- Communication with elected leaders and major stakeholders
  - Mayor and County Executives
  - Law enforcement chiefs
  - Universities
  - Hospitals
  - Business Community
  - Etc.

Budget & Schedule

BUDGET - $300,000 - $500,000

SCHEDULE – 8 - 10 MONTHS

BEGIN WORK – EARLY MAY 2019

Proposals & Work Samples

Proposals and work samples should demonstrate knowledge and experience in the following areas –

- Strategic security planning
- Collaboration and relationship building
- Transit operations, safety, and emergency management
- Fare enforcement policies and procedures
- Emergency/incident communication planning and protocols

Questions

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RFP Requirements

Submittals

- Due at 1:00 local time on March 1, 2019.
- Refer to Section III, page 12 for a list of submittal requirements, including the formatting requirements.
- Some differences from previous RFPs:
  - Attachments B through G should be submitted in electronic format ONLY. You do not need to submit printed copies; however, the forms must still include signatures.
  - Refer to Section III, page 13 for a list of all of the attachments that require a signature.

Submittals, cont.

- Attachment A – Price Proposal – refer to the notes for instructions and information about how to complete the spreadsheet.
- Make sure that any assumptions that you made when proposing your price are included in the spreadsheet.
- Make sure that your price proposal and D/S/W/MBE participation forms (Attachments F & G) match.

D/S/W/MBE participation requirements

- D/S/W/MBE participation requirements can be found in Section VII of the RFP.
- For this project, a DBE goal has been set at **9%**.
- There is not an SBE, a WBE, or an MBE goal for this project, but participation by these entity types is encouraged.

How to meet the DBE goal

- Only work performed by currently and properly certified DBEs will be counted toward meeting the DBE goal.
  - Participation can be provided by:
    - A DBE prime consultant.
    - A DBE subcontractor.
    - A DBE joint venture partner.

- What doesn't count towards meeting the DBE goal?
  - Work performed by an entity that is not currently and properly certified as a DBE.
  - Work subcontracted by a DBE to a non-DBE.
  - Work performed by other entity types like SBEs, WBEs, or MBEs.

What is a currently and properly certified DBE?

- In order for a DBE to be considered currently and properly certified, it must be **both**:
  - Certified prior to contract start date (but not necessarily before a firm responds to the RFP).
    - Keep in mind – the certification process takes several weeks, so it is unlikely that, at this point, an uncertified entity can obtain its certification prior to the contract start date.
  - Certified by MoDOT.

Certifying agencies

- Certifying agencies for each entity type are:

Entity Type	Certifying Agency
DBE	MoDOT
SBE	Self-certify / SAM
WBE	MoDOT or MO Office of Equal Opportunity (MoOEO)
MBE	MoDOT or MoOEO

- To find out whether an entity is currently and properly certified check:
  - **DBEs:** MoDOT MRCC List - http://www.modot.mo.gov/business/contractor_resources/external_civil_rights/mrcc.htm
  - **W/MBEs:** MoOEO W/MBE List - https://apps1.mo.gov/MWBCertifiedFirms/

Good faith efforts

- Responding firms must demonstrate good faith efforts to meet the DBE goal.
- Good faith efforts can be demonstrated by **either**:
  - Meeting the DBE goal through commitments from currently and properly certified DBEs.
  - Providing written evidence that the firm took all necessary and reasonable steps to meet the goal.
- The Council cannot enter into a contract with a selected firm that cannot demonstrate good faith efforts to meet the DBE goal.
- This means that a selected firm may be ultimately deemed ineligible for the contract award if the firm does not **either**:
  - Meet the DBE goal.
  - Provide written evidence that it took the necessary and reasonable steps to meet the DBE goal.

Schedule

Description	Time (Local)	Date
Pre-submittal meeting documents available	n/a	2/19/19
Recommendations report available	n/a	2/22/19
Deadline for questions	1:00 p.m.	2/25/19
Submittals due	1:00 p.m.	3/1/19
Selection Committee review / firm short-listing*	n/a	3/15/19
Interview notices sent*	n/a	3/18/19
Interviews* / firm selected for contract award	n/a	3/25/19
Board meeting / contract award approval	n/a	3/27/19
Selection notifications sent	n/a	3/27/19
Note that short-listing and interviews are optional and may not be conducted.		

Questions?

- Review the RFP and addendums – which can be accessed at:

  www.ewgateway.org/contracting-opportunities/rfp-030119-metro

- Refer to Appendix 5 – FAQs.

- Future questions must be submitted no later than 1:00 p.m., local time, on February 25, 2019. Submit your questions to:
  - Staci Alvarez at: staci.alvarez@ewgateway.org