



**DATE** December 4, 2019 Item #10

**TO** GCTD Board of Directors

**FROM** Tanya Hawk, Buyer *JH*

**SUBJECT** Consider Approval for Up to a Six (6) Month Extension to California Panther Security (CPS) For Uniformed Guard Services.

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### SUMMARY

California Panther Security (CPS) has been providing Uniformed Guard Service to GCTD for over four (4) years. Their purchase order is due to expire on December 5, 2019. Staff is requesting approval for up to a six (6) month extension with California Panther Security, for an estimated amount not-to-exceed \$175,148.64. This extension will allow for additional time needed to complete the procurement process that is currently underway.

### BACKGROUND

In March 2016, GCTD awarded a contract to CPS for Uniformed Guard Services. In September 2019, Board approved a contract extension with CPS to allow for scope of work revision based on the transition to the 1901 facility. The contract extension term was for a six (6) month period. This contract extension expires in December 2019.

GCTD staff is currently in the process of procuring a responsive and responsible company capable of meeting GCTD's requirements for Uniformed Guard Services. A Request for Proposal (RFP) will be issued within the next week or two and is expected to conclude no later than June 2020. This extension will allow for additional time needed to complete a revised scope of work that will better identify GCTD's needs for this service at the 1901 facility. In addition, the extension will allow time to complete the competitive bid process including Board Approval of a new contract and possible transition time, if needed. Therefore, staff is requesting approval of up to a six (6) month extension to our existing contract with CPS.

### SUMMARY & RECOMMENDED ACTION

**IT IS RECOMMENDED the Board of Directors authorize an extension to the current contract, not to exceed six (6) months, with California Panther Security for Uniform Guard Service for an estimated amount not-to-exceed \$175,148.64, increasing the overall contract amount to \$302,454.74.**

### GENERAL MANAGER'S CONCURRENCE

*Steven P. Brown*

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Steven P. Brown, General Manager

**GOLD COAST TRANSIT DISTRICT**