

PROCUREMENT SUMMARY

CURRENCY PROCESSING SERVICES/ OP39497-2000

1.	Contract Number: OP39497-2000	
2.	Recommended Vendor: Los Angeles Federal Armored Services, Inc.	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: July 18, 2017	
	B. Advertised/Publicized: July 24, 2017	
	C. Pre-Proposal Conference: July 31 2017	
	D. Proposals Due: August 21, 2017	
	E. Pre-Qualification Completed: September 7, 2017	
	F. Conflict of Interest Form Submitted to Ethics: August 31, 2017	
	G. Protest Period End Date: November 27, 2017	
5.	Solicitations Picked up/Downloaded: 7	Bids/Proposals Received: 1
6.	Contract Administrator: Antwaun Boykin	Telephone Number: 213-922-1056
7.	Project Manager: Mark Simpson	Telephone Number: 213-922-4842

A. Procurement Background

This Board Action is to approve Contract No. OP39497-2000 issued in support of currency processing services. Board approval of contract awards are subject to resolution of any properly submitted protest.

The Request for Proposal (RFP) was issued in accordance with Metro's Acquisition Policy and the contract type is a firm fixed unit price.

One amendment was issued during the solicitation phase of this RFP:

- Amendment No. 1, issued on August 1, 2017, provided documents from the pre-proposal conference.

One proposal was received on the due date of August 21, 2017 from Los Angeles Federal Armored Services (LAFAS). In addition to LAFAS, several out of state firms were also listed as plan holders of this RFP, including IT firms, a construction company, online solicitation firms, and US Bank. When contacted for a market survey, staff did not receive any responses as to why they did not propose.

B. Evaluation of Proposals

As stated in the RFP, proposers were required to pass the minimum qualifications before being considered for further review. The proposal received from LAFAS passed minimum qualifications.

A Proposal Evaluation Team (PET) consisting of staff from Revenue Collection, Treasury and Accounting was convened and conducted a comprehensive technical evaluation of the proposal received.

The proposal was evaluated based on the following evaluation criteria and weights:

- Degree of Skills and Experience of the Prime and/or Firms on the Contractor's Team 30 percent
- Understanding of Work and Appropriateness of Approach for Implementation 30 percent
- Cost Proposal 40 percent

The evaluation criteria are appropriate and consistent with criteria developed for similar procurements. Several factors were considered when developing these weights, giving the greatest importance to the cost proposal.

The PET conducted a technical review of LAFAS' proposal and references were contacted, reviewed, and confirmed.

Qualifications Summary of Firms within the Competitive Range:

Los Angeles Federal Armored Services

LAFAS was founded in 1990 and has served as Metro's currency counting contractor for over ten years. LAFAS also provides currency counting services for Orange County Transportation Authority and Keolis Transit America.

1	Firm	Average Score	Factor Weight	Weighted Average Score	Rank
2	Los Angeles Federal Armored Services, Inc.				
3	Degree of Skills and Experience of the Prime and/or Firms on the Contractor's Team	87.76	30.00%	26.33	
4	Understanding of Work and Appropriateness of Approach for Implementation	89.30	30.00%	26.79	
5	Cost Proposal	100.00	40.00%	40.00	
6	Total		100.00%	93.12	1

C. Cost/Price Analysis

The proposed unit price has been determined to be fair and reasonable based upon Metro’s Independent Cost Estimate, technical evaluation, and negotiations with the proposer. As a result of negotiations, staff realized a cost savings of \$520,200.

	Proposer Name	Proposal Amount	Metro ICE	NTE Amount
1.	L.A. Federal Armored Services	\$3,380,000.00	\$3,146,000.00	\$2,859,800.00

D. Background on Recommended Contractor

The recommended firm, LAFAS, located in Los Angeles, has been in business for 17 years in the field of secure transportation and currency counting. Jesse Ash, President and CEO has over 25 years of experience with the Los Angeles Branch of the Federal Reserve Bank, as well as experience in bundling and transporting currency, coins, gold, jewelry, and precious gems.

LAFAS is Metro’s incumbent currency processing services contractor and has performed satisfactorily.