

**SUBJECT*****Intercom System Replacement*****RECOMMENDATION**

***To authorize the President and CEO to enter into a contract with VectorUSA for the replacement of Long Beach Transit's intercom system for a total authorization amount not to exceed \$152,226.***

**BACKGROUND**

Long Beach Transit's (LBT) current intercom system consists of over 200 analog speakers strategically positioned throughout LBT's locations. LBT uses its intercom system to make company-wide public announcements which can be targeted in specific areas, or broadcasted agency-wide in the event of an emergency.

In support of LBT's strategic priority of 'Improve Safety and Service Quality,' LBT is replacing its intercom system with an advanced digital solution to provide clear public announcements to its employees. Moreover, the current intercom system is over 10 years old, has become unreliable and needs to be replaced.

**PROCUREMENT**

LBT issued a request for proposal (RFP) to several qualified firms. LBT received two qualified proposals from VectorUSA, located in Torrance, California; and AAA Network Solutions, located in Buena Park, California. The proposals were evaluated by a committee of LBT's stakeholders based on the following criteria: experience and qualifications, quality of work, proposal quality and approach and price.

VectorUSA's proposal scored the highest rating and was found to be responsive and responsible by LBT's Purchasing department. A Best and Final Offer (BAFO) was released, and was successful in modifying the firm fixed price of \$138,388. Due to the nature of this project, staff is also requesting a nine percent contingency on the entire bid, amounting to an additional \$13,838 to cover any unforeseen expenses, bringing the total authorization amount not to exceed \$152,226.

**DBE/SBE PARTICIPATION**

The Small Business Enterprise (SBE) goal established for the solicitation was one percent. VectorUSA did not meet the established SBE goal, nor is it utilizing SBE subcontractors.



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However, Vector USA successfully established Good Faith Efforts (GFE) by providing documentation showing efforts made to meet LBT's established SBE requirements.

#### **ALTERNATIVES CONSIDERED**

The Board may choose not to approve the recommendation. However, staff does not recommend this option as LBT needs to replace the antiquated and unreliable intercom system with new equipment to better serve and communicate to its employees.

#### **BUDGETARY/FISCAL IMPACT**

Staff is requesting LBT's Board of Directors to authorize the President and CEO to enter into a contract with VectorUSA for the replacement of Long Beach Transit's intercom system for a total amount not to exceed \$152,226.

Funds for this contract were included in the Fiscal Year 2017 Capital Budget.

A handwritten signature in purple ink, reading "K. McDonald".

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Kenneth A. McDonald  
President and Chief Executive Officer