

**T** Transportation Committee  
Meeting date: October 12, 2009

Metropolitan Council Meeting: October 28, 2009

**ADVISORY INFORMATION**

**Date:** October 5, 2009  
**Subject:** Authorization to Award Contract for Bus Surveillance System Maintenance  
**District(s), Member(s):** All  
**Policy/Legal Reference:** Council Expenditure Policy  
**Staff Prepared/Presented:** Brian Lamb, General Manager, 612-349-7510  
Vince Pellegrin, Chief Operations Officer, 612-349-7511  
Julie Johanson, Deputy Chief Operations, Bus, 612-349-7514  
Jan Homan, Director, Bus Maintenance, 612-349-5000  
Chris Gran, Director of Purchasing 612-349-5060  
Tom Humphrey, Asst Director of Admin, Bus, 612-349-5007  
**Division/Department:** Metro Transit Bus Maintenance

**Proposed Action**

That the Metropolitan Council authorize the Regional Administrator to execute a contract with Alarm & Communication Systems, Inc. for maintenance of bus surveillance systems as specified and as bid for a three-year term, with an option to extend the contract term up to an additional twelve months.

**Background**

Metro Transit requires a new contract for maintenance and repair of bus surveillance systems to replace the expiring maintenance contract. Metro Transit has contracted this maintenance work since 1994, when Metro Transit began equipping buses with security cameras.

Each of Metro Transit's 906 transit buses is equipped with a surveillance system; 655 buses use a digital video recording (DVR) system and 251 buses use a videocassette recording (VCR) system. Each surveillance system consists of cameras and VCR or DVR recorders; VCR systems are equipped with 2 to 4 cameras and DVR systems are equipped with 5 to 7 cameras. Each system requires ongoing preventive maintenance and repair.

**Rationale**

Invitations for Bids were advertised and five bids were received. The low bid was submitted by Alarm & Communication Systems at a price of \$14.00 per DVR system per month and \$19.00 per VCR system per month. Both bid prices are less than the current contract price of \$15.50 per DVR system per month and \$20.75 per VCR system per month. Metro Transit expects to have DVR systems in all its buses by the end of 2011, which will further reduce maintenance costs.

Actual expenses will depend on the number of systems maintained over the contract term. Based on the current fleet, total expenditures for the three-year term would be \$507,600.

**Funding**

Funds are available in Metro Transit's operating budget.

**Known Support/Opposition**

There is no known opposition to the proposed action.