

GREATER PORTLAND METRO

Request for Bids

Security Guard Services for Metro Stations and Buses

BID #2018-003

Notice and Specifications

Sealed bids are being accepted by Greater Portland Metro for the above work until 12:00 noon on Thursday, June 14, 2018. Bids can be sent electronically or on paper, to Greater Portland Metro, 114 Valley Street, Portland, Maine, 04102; email to lshaw@gpmetrobus.com.

Metro is seeking a qualified security company to provide on-site security at its Elm Street location in Portland and other bus stops in the downtown area as well as on Metro buses. This request is for one (1) guard for weekdays, Monday through Friday, in eight-hour shifts. Metro has not procured security services before and will use **a Pilot Period** to evaluate, based on the use of services through this Bid, the effectiveness and continued need for security services. The **Pilot Period will be about five (5) months**, beginning at contract execution (mid-July) and running through the end of 2018. If it is determined that ongoing services are necessary, Metro will continue a contract for a subsequent two (2) years.

Bidders will provide pricing for the pilot period and subsequent two years. Award basis will be the lowest total of hourly rates for all three (3) periods from bidders meeting minimum qualifications.

Bidders must be registered with Portland Metro in order to receive a specification package. To register, please send your request to lshaw@gpmetrobus.com.

QUESTIONS will be received until 12:00 noon on Thursday, June 7, 2018, and should be emailed to lshaw@gpmetrobus.com.

Metro is a public transportation agency and, as such, follows **public procurement processes**, which allow information contained in materials submitted for bid to become a public record. This work is funded, all or in part, by the Federal Transportation Administration (FTA) and, as such, is subject to certain regulations outlined in the **FTA Third Party Contracting Requirements** (included in the full bid specifications), which will also be incorporated into the final contract agreement. Metro is exempt from the State's Sales and Use tax and from all Federal Excise tax.