



Request for City Council Committee Action From the Department of Finance

Date: September 22, 2008
To: Honorable Paul Ostrow, Chair, Ways & Means/Budget Committee
Referral To: City Council

Subject: Selection of Meter Coin Armored Car Services

Recommendation

The proper City Officials are authorized to enter into a one year Master Contract agreement, allowing for two one year extension options with Brinks, Inc. to provide Meter Coin Armored Car Services. This contract shall not exceed \$75,000.

Previous Directives

On June 26, 2008, the Meter Coin Armored Car Services Request for Proposal (RFP) was approved for release by the Ways & Means/Budget Committee, and on July 25, 2008 the RFP was approved for release by the City Council.

Prepared or Submitted by LeaAnn Stagg, 673-3008

Approved by: Patrick Born, Finance Officer

Steven Bosacker, City Coordinator

Presenter in Committee: LeaAnn Stagg, Director, Treasury Division

Financial Impact

No financial impact (within budget)

Community Impact

None

Background/Supporting Information

The current contract for the Treasury Division's secure transport of meter coin is set to expire in the fourth Quarter of 2008. On July 29, 2008, to support the needs of the Finance Department, its Treasury Division and their client department, Parking Services, and to establish the secure transport of the City's meter coin revenue, the Finance Department used a request for proposal (RFP) process to solicit meter coin armored car proposals. The RFP was sent to several armored car services and was advertised online. The current provider, Brinks, Inc., was the only respondent to the RFP. Brink's proposal met all of the criteria stated in the RFP, and after review, the Evaluation Committee recommends that the City Council authorize the proper City Officials to enter into a one year contract with two one year extension options with Brinks, Inc.