



# City of San Antonio

## Contract Summary Sheet

Date: 5/29/2014  
Agenda Item: 14-910

**Name/Title (Caption as shown on agenda):**  
**Armored Car Services 6100004023 JG**

**Brief Description of Item(s) and Use:**

This contract will provide various City departments with armored car services required for the secure transportation of currency between various City locations and the City-designated depository in such a fashion that the City will receive same-day deposit for 6 locations, and next-day deposit for 25 locations. This service also includes the return of items such as deposit receipt books and currency required for change.

The City solicited a contractor to provide armored car services as the previous contract expired on March 31, 2014. The previous armored car service contractor provided same-day deposit services for all locations. Pick-up frequency varied per location however deposits were received at the banking institution the same day of the pick up by 3:00pm.

An Invitation for Bid for Armored Car Services was issued in December 2013 and no responses were received. Upon outreach to established armored car service vendors, the vendors stated that they could not pick up deposits at the requested timeframes and could not provide same-day deposit services for all of the City locations. Thus the City revised the specifications to expand the pickup timeframes, and request same-day services for 10 priority locations and next-day service for remaining locations. A subsequent Invitation for Bid was issued in February 2014 and two bid responses were received. However, both bidders took exceptions to the City's terms and conditions and did not provide same-day deposit service for all 10 of the requested City locations.

After several attempts to competitively procure armored car services through an Invitation for Bid process and having not received any responsive bids, these services are being procured utilizing a Public Health or Safety Exemption. It is necessary to contract for armored car services for the transfer of currency between City departments and the City depository due to public health or safety concerns regarding the security of City funds and the safety of City personnel responsible for monetary transactions. The department reviewed the submitted bids and negotiated with both bidders. As a result, the department is recommending award to Dunbar Armored, Inc. who can provide armored car services with mutually agreed upon terms and conditions for same-day deposit service at 6 City locations and next-day deposit service at 25 City locations. Armored car services are currently being performed by the recommended contractor via an informal contract, not to exceed \$50,000.00, until a formal award by City Council.

<b>Total \$:</b>	\$136,000.00 annually
<b>Contract Period:</b>	Upon award through June 30, 2017 with two, one year renewal options
<b>Method of Procurement:</b>	Public Health or Safety Exemption
<b>Price Trend:</b>	26.25% increase due to labor rates and transportation requirements
<b>Contract Info:</b>	Formal <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Support/Maintenance <input type="checkbox"/> Lease <input type="checkbox"/>

<b>Recommended Contractor(s):</b>	<b>Dunbar Armored Inc., 50 Schilling Rd., Hunt Valley, MD 21031 (NON-LOCAL)</b>
<b>Previous Contractor(s):</b>	Night Eyes Protective Services, Inc., 8930 Four Winds, Suite 233, San Antonio, TX 78239
<b>Comments:</b>	N/A
<b>Anticipated Future Requirements and Action:</b>	N/A
<b>Procurement Alternative:</b>	Should this contract not be approved, departments would be required to process deposits on an as-needed basis and not realize the benefits of contract pricing. Additionally, the armored car service contractor will decrease the risk associated with transferring and transporting the City's funds.
<b>Using Department (s):</b>	City Wide