



City of San Antonio

Contract Summary Sheet

Date: 10/1/15
Agenda Item: 15-4515

Name/Title (Caption as shown on agenda):

Change Order to Annual Contract for Armored Car Services 6100004023 JG

Brief Description of Item(s) and Use:

This change order will provide San Antonio Metropolitan Health District with armored car services required for the secure transportation of currency between three SAMHD locations; STD Clinic, Frank Garrett Center – Immunizations Clinic and TCID – Tuberculosis Clinic, and the City-designated depository in such a fashion that the City will receive next-day deposit for the locations. This service also includes the return of items such as deposit receipt books and currency required for change.

On May 29, 2014, City Council approved and issued Ordinance 2014-05-29-0367 authorizing the City to execute a three year contract with two, one year renewal options for armored car services at various facilities throughout the City for a total estimated amount of \$136,000.00 annually.

This change order is necessary to add three facilities for the San Antonio Metro Health Department to the current contract to receive armored car services for an estimated amount of \$17,000.00 annually for the remaining term of the contract. Change Orders 1 - 4 for the addition of 6 facilities have been issued informally for a total of \$32,000.00 since City Council approval of the current contract.

Total \$:	\$153,000.00 annually
Contract Period:	October 1, 2015 through June 30, 2017 with 2, 1 year renewal options
Method of Procurement:	Change Order
Price Trend:	No change
Contract Info:	Formal ____ Annual <u>X</u> Support/Maintenance ____ Lease ____
Recommended Contractor(s):	Dunbar Armored Inc., 50 Schilling Rd., Hunt Valley, MD 21031 (Non-Local)
Previous Contractor(s):	N/A
Comments:	Change Orders 1 - 4 for the addition of 6 facilities have been issued informally for a total of \$32,000.00 since City Council approval of the current contract.
Anticipated Future Requirements and Action:	N/A

Procurement Alternative:	Should this contract not be approved, City department would be required to procure armored car services on an as-needed basis and not realize the benefits of contract pricing. Additionally, the lack of this service contractor will increase the risk associated with transferring and transporting City funds.
Using Department (s):	Health