



City Council Report

Date: October 3, 2016
To: City Council
Through: Mike Kennington, Chief Financial Officer
From: Edward Quedens, MPA, C.P.M., CPPO, Business Services Director
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator
Subject: Three-Year Term Contract for Armored Car Services for Various City Locations and Departments (Single Proposal) **(Citywide)**

Purpose and Recommendation

Council is requested to approve the Term Contract for Armored Car Services as recommended. A committee representing Business Services, Financial Services and Purchasing evaluated responses.

The evaluation committee recommends awarding the contract to the single proposal from Dunbar Armored, Inc. at \$29,500.00 annually, based on estimated requirements.

Background / Discussion

This contract provides armored car services and delivery of sealed shipments of cash and check deposits as required by various City locations including Mesa Police Records, Mesa Arts Center, East Mesa Service Center, Municipal Court, Customer Service, Parks and Recreation, and the Mesa Convention Center. The contractor supplies all materials, labor, equipment, transportation and insurance for the pick-up, armored transport, and delivery of cash and check deposits.

This opportunity was solicited twice and both times, Dunbar was the single respondent. Loomis, the current contractor, informed staff that this contract is no longer a desirable option for them. Garda indicated they could not meet the City's requirements. For these reasons, these contractors chose not to submit a response to this Request for Proposals.

Dunbar Armored, Inc. has been in business since 1956 and has a good reputation in the Phoenix metro area. The evaluation committee unanimously agreed on the recommendation.

Alternatives

Council may choose not to authorize the purchase and new responses will be solicited.

Fiscal Impact

The annual contract amount is available in the operating budgets of the various departments using armored car services.

Coordinated With

Business Services – Revenue Collection Operations, Financial Services, and Purchasing

PURCHASING INFORMATION

Action: Initial Award

Procurement Type: Request for Proposals

Solicitation Number: 2017006

Vendors Registered: ProcureAZ (147) and Vendor Self Service (31)

Advertising: Arizona Republic, Bid Net, ProcureAZ and Purchasing Website

Downloads: 15

Responses: 1

Local Consideration: Policy did not apply to this procurement (single response).

Protests Received: None

Initial Contract Term: Three years

Possible Renewals: Two, one-year renewals subject to future Council consideration

Prices: Future price increases are capped by the Consumer Price Index

Pricing Available to Other Cooperative Agencies: Yes

July 26, 2016 Proposals Received

Dunbar Armored, Inc. – Hunt Valley, MD

Proposal Scoring Results

Criteria	Point Possible	Dunbar Armored
Firm's Proposed Solution	400	300
Firm's Qualifications & Experience	400	375
Firm's Proposed Pricing	200	200
TOTAL POINTS	1,000	875

AWARD RECOMMENDATION

Dunbar Armored, Inc.

Hunt Valley, MD

Description
Armored Car Services per Agreement No. 2017006; Exhibits – Mesa Standard Terms and Conditions, Scope of Work, Specifications, Solicitation including any addenda; and Contractor Response
Annual Contract Amount: <u>\$29,500.00</u>