



APPROVED
BY THE CITY COUNCIL

16

JUL 1 1997

OFFICE OF THE CITY CLERK
1300 24TH STREET
BUILDING FOUR
SACRAMENTO, CA
95822-3699

DEPARTMENT OF
FINANCE
PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

July 1, 1997

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City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: ADOPTION OF SPECIFICATIONS AND AWARD OF BID NO. 1755 FOR ARMORED CAR SERVICES, IN AN AMOUNT NOT TO EXCEED \$95,000.00

LOCATION AND COUNCIL DISTRICT: City-wide; all districts

RECOMMENDATION:

Staff recommends that the City Council adopt specifications and accept the lowest responsible bid for the contract resulting from Bid No. 1755 for Armored Car Services. Award is recommended to Armored Transport, Inc., 1333 8th Street, Oakland, CA 94607, in an amount not to exceed \$95,000.00 per contract year.

CONTACT PERSONS: Bradley Wasson, Principal Accountant, 264-5844
Dennis Kerhulas, Senior Buyer, 433-6342

FOR COUNCIL MEETING: July 1, 1997

SUMMARY:

Attached is a tabulation of sealed proposals received by the City Clerk for furnishing services in accordance with the specifications used in the bidding process, and recommendation for award of Bid No. 1755 for Armored Car Services.

BACKGROUND:

The City currently has forty (40) locations where documents and payments are collected, which are a result of City bills and services rendered by various City departments. The deposits for these locations range from \$500.00 to \$1,000,000. There is also a need to distribute change to various City sites. In order to secure the City's assets and provide safety to City employees, the City has contracted with armored transport carriers to pick up and deliver deposits to the bank and distribute change.

Staff recommends that this contract be awarded to Armored Transport, Inc., 1333 8th Street, Oakland, CA 94607. Theirs was the lowest responsible bid received in the total amount of \$76,488.00. Because of the potential addition of new service locations and additional costs which could be incurred during holidays, staff recommends that the City Council authorize this contract in a total amount not to exceed \$95,000.00, which more closely reflects the amount anticipated to be expended each year of this potential four-year contract.

FINANCIAL CONSIDERATIONS:

Funds will be coming from various City department' s general operating budgets as approved by the City Council.

ENVIRONMENTAL CONSIDERATIONS:

Ongoing administrative and maintenance activities, such as purchases of supplies, equipment or materials which are not made for purposes of a public works construction project, do not constitute a "project" and are exempt from the California Environmental Quality Act (CEQA). CEQA Guidelines, Sections 15061(b)(1), 15378(b)(3).

POLICY CONSIDERATIONS:

This recommendation is consistent with the requirements for competitive bidding as detailed in Title 57 of the Sacramento City Code.

MBE/WBE EFFORTS:

Requests for bid (RFB) were sent to three contractors known to provide armored car services in the Sacramento area, none of which are Minority or Woman-Owned Business Enterprises. Of the two responses received, neither was from an M/WBE firm.

Respectfully Submitted,



Robert B. Holbrook
Procurement Services Manager

RECOMMENDATION APPROVED:



WILLIAM H. EDGAR
City Manager

1 Attachment

**BID TABULATION SHEET FOR BID NO. 1755 -
ARMORED CAR SERVICES**

<u>Bidder</u>	<u>Total Bid</u>
Loomis, Fargo & Co.	\$109,504.00
Armored Transport, Inc.	<u>\$ 76,488.00</u>

Total Award of Contract To: Armored Transport, Inc.
1333 8th Street
Oakland, CA 94607

Original Estimated Cost: \$140,000.00

Total Bid Amount: \$76,488.00

Total Amount of Contract: \$95,000.00⁽¹⁾

Using Department: Revenue Division

⁽¹⁾ Amount of contract includes anticipated cost for holidays and the possible addition of new service locations for each year of this potential four-year contract.

Total No. of Bids Solicited	No. of M/WBE Bids Solicited	No. of M/WBE Responses	Award to M/WBE Vendor?
3	0	0	No