



REPORT TO COUNCIL
City of Sacramento
915 I Street, Sacramento, CA 95814-2604
www.cityofsacramento.org

Consent
January 15, 2008

**Honorable Mayor and
Members of the City Council**

Title: Contract: Armored Car Services

Location/Council District: Citywide

Recommendation: Adopt a Resolution: 1) awarding a three-year contract with two one-year renewal options to Loomis Armored US for armored car services in a total amount not to exceed \$753,000; and 2) authorizing the City Manager or the City Manager's designee to execute the contract and annual renewal options provided that sufficient funds are available in the budget adopted for the applicable fiscal year(s).

Contacts: Marc Robles, Program Analyst, Procurement Services, 808-6343
Walker Black, Senior Management Analyst, 808-5833

Presenters: None

Department: Finance

Division: Revenue

Organization No: 1122

Description/Analysis

Issue: The City of Sacramento has an ongoing requirement for armored car services for all cash handling City departments. A total of 41 sites are included for armored car services throughout the City.

Policy Considerations: The recommendations in this report are in accordance with the provisions of the City Code Section 3.56.

Commission/Committee Action: Not applicable

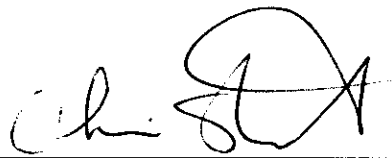
Environmental Considerations: The recommendation is for the procurement of armored car services. The proposed service is not a 'project' in accordance with Section 15378 of the California Environmental Quality Act Guidelines. The proposal does not have a potential for resulting in either direct or indirect physical changes in the environment. Therefore, as determined by the City's Environmental Services Planning Manager, no environmental review is necessary.

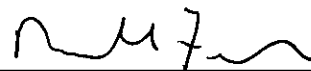
Rationale for Recommendation: In November 2007, Procurement Services, in accordance with City Code Section 3.56, issued Invitation for Bid No. B081181038, for the purchase of armored car services. The recommended contract may potentially be used for up to five years and a 5% annual contingency is being requested. This contingency includes the ability to add future sites to the contract, the ability to add self counting secure safes to facilities such as the Convention Center and Theater Box Office and other cash handling facilities, and to accommodate anticipated price increases by the vendor in the latter years of the contract. A detailed cost summary is shown in Attachment 1.


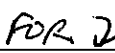
The City solicited eight vendors and two bids were received. Procurement Services has determined that Loomis Armored US is the lowest responsive and responsible bidder, as shown in Attachment 2.

Financial Considerations: Funding for the armored car service contract will be provided from the applicable fiscal year operating budgets of the departments which utilize this service.

Emerging Small Business Development (ESBD): Loomis Armored US is not certified by the City of Sacramento as an emerging or small business enterprise.

Respectfully Submitted by: 
Chris Stewart
Procurement Services Manager

Approved by: 
Russell Fehr
Director, Department of Finance

Approved by:  FOR 
Reina J. Schwartz
Director, Department of General Services

Recommendation Approved:


for RAY KERRIDGE
City Manager

Table of Contents:

Report Pg 1

Attachments:

1 Background Pg 4

2 Bid Evaluation Pg 5

3 Resolution Pg 6

Attachment 1**BACKGROUND**

Armored car services are provided to 41 locations throughout the City. The contract may potentially be used for up to five years and a 5% annual contingency is being requested. This contingency includes the ability to add future sites to the contract, funding to provide self counting secure safes to facilities such as the Convention Center and Theater Box Office and other cash handling facilities and to accommodate anticipated price increases by the vendor in the latter years of the contract. The table below shows the increases projected during the term of this potential five year contract.

TABLE OF 5-YEAR ESTIMATED COSTS FOR ARMORED CAR SERVICES

	Base Amount	5% Contingency	Anticipated Cost
Year 1	\$129,788.00	\$6,489.40	\$136,277.40
Year 2	\$136,277.40	\$6,813.87	\$143,091.27
Year 3	\$143,091.27	\$7,154.56	\$150,245.83
Year 4	\$150,245.83	\$7,512.29	\$157,758.12
Year 5	\$157,758.12	\$7,887.91	\$165,646.02
		Total	\$753,018.64

BID NO. B081181038 – ARMORED CAR SERVICES

Bidder	Bid Total	5% E/SBE Preference	Prompt Payment Discount	Evaluation Total
AT Systems	\$152,481.76	None	None	\$152,481.76
Loomis Armored US	\$129,788.00	None	None	\$129,788.00

Award of Contract to: Loomis Armored US
 315 12th Street
 Sacramento, CA 95814

Total Amount of Contract: \$753,000.00⁽¹⁾

Total Annual Bid Amount: \$129,788.00

Using Department: Finance (Revenue)

Original Annual Estimated Cost: \$125,000.00

Bid Due Date: December 5, 2007

Total No. of Bids Solicited	No. of E/SBE Bids Solicited	No. of E/SBE Responses	Award to E/SBE Vendor?
8	0	0	No

⁽¹⁾The lowest responsible bid amount of \$129,788.00 represents the annual cost of armored car services, based on current requirements. Authorization is requested to enter into a contract in an amount not to exceed \$753,000, to allow for increased service levels that staff has determined more closely reflects the actual total amount anticipated to be expended over the potential 5 year contract.

RESOLUTION NO. 2007-XXXX

Adopted by the Sacramento City Council

CONTRACT FOR ARMORED CAR SERVICES

BACKGROUND

- A. The City of Sacramento has a requirement for armored car services for all City cash handling departments. The Department of Finance, Revenue Division, is responsible for delivering these services to their customers throughout the City.
- B. In November 2007, the City issued Invitation for Bid No. B0811811038 for armored car services and two bidders responded. Loomis Armored US was determined to be the lowest responsible and responsive bidder.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

Section 1. Loomis Armored US is awarded a three-year contract with two one-year renewal options for armored car services in a total amount not to exceed \$753,000.

Section 2 The City Manager or the City Manager's designee is authorized to execute the contract and annual renewal options specified above provided that sufficient funds are available in the budget adopted for the applicable fiscal year(s).