



TO: Board of Contracts and Awards
FROM: Andrew Cherullo, Director, Finance Department
Michael San Soucie, Treasury Manager
COPY: City Clerk, SBE Coordinator, LEAP Coordinator, and Alex Clark,
Finance/Purchasing
SUBJECT: Increase and extend the contract for Armored Car Services
Request for Proposal Specification No. FI16-0417F, Contract No. 4600012339 –
Requested Public Utility Board April 24, 2019 / City Council Date April 30, 2019
DATE: April 2, 2019

RECOMMENDATION SUMMARY:

The Finance Department, Treasury Division, requests approval to increase Citywide Contract 4600012339 with Stronghold Armored Inc., Tacoma WA, by \$300,000, plus applicable taxes, for armored car services. This increase is needed to account for the additional pickup location added to the contract, the escalation increase of 3% as stated in the RFP response, and the anticipated amendment for a one-year extension. This increase will bring the contract to a cumulative total of \$500,000, plus any applicable taxes.

STRATEGIC POLICY PRIORITY:

Through the safekeeping and timely deposit of City monetary assets, the contract promotes the following strategic policy of encouraging and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

BACKGROUND:

The City of Tacoma contracted with Stronghold Armored Inc. through a competitive solicitation process. In the original Request for Proposals, the City was searching for the most qualified firm that could perform armored transport pickup and delivery services. During the first term of the contract, Stronghold Armored Inc. has performed these services well and we have amended the contract to add an additional location and services.

ISSUE: To provide a safer option for depositing City funds than having employees going to the bank on their own, we have added an additional pickup and delivery location. However, with this additional location, and with some special event pickups for large Tacoma Dome events, we have reached our original dollar threshold for the original contract. We need to increase the contract to account for this as well as the escalation clause in the contract for the next year.

ALTERNATIVES: The alternative to increasing and extending the contract is to go back out to solicitation for services again. We do not recommend this option due to avoid the cost of an interruption in service and the time, effort, and cost a new solicitation requires. Continuing with the current contract as original written is the preferred option.



COMPETITIVE SOLICITATION:

Request for Proposals Specification No. F116-0417F was opened January 10, 2017. Four companies were invited to submit proposals in addition to normal advertising of the project. One submittal was received.

Contract History: This contract was awarded as result of Request for Proposals Specification No F116-0417F to Stronghold Armored Inc. in March 2017. The original contract award was in the amount of \$200,000 for a three-year term through February 29, 2020, with two one-year renewals.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
0010 General Fund for:	598506	5330100	\$300,00.00
TPU CUST SVS ADMIN			
TPU CUST SVS LOBBY			
TELE – CLICK			
ES SOLID WASTE			
FIN COMM SVCS			
LIBRARY ADMIN			
FIN TAX & LICENSE			
MUNI COURT			
TVE BUS ADMIN			
TVE TAC PARKING			
TFD EMS BILLING			
CCOP – TVE GTCC			
ES WASTEWATER			

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Assessments	652000	5950076	\$300,000.00
TOTAL			

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$ 300,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes