



**Contract and Award Letter
Purchase Resolution – Exhibit “A”**

TO: Board of Contracts and Awards
FROM: Julie Louviere, Treasury Manager, Finance
Michael San Soucie, City Treasurer, Finance
Patsy Best, Procurement and Payables Division Manager, Finance
Andy Cherullo, Director, Finance
COPY: Public Utility Board, Director of Utilities, Board Clerk, City Council, City Manager,
City Clerk, EIC Coordinator, LEAP Coordinator, and Brandon Snow,
Finance/Procurement
SUBJECT: Citywide – Armored Transport Services
Request for Proposal Specification No. FI24-0180F, Contract No. CW2271923 –
February 12, 2025, Public Utility Board and February 25, 2025, City Council
DATE: January 28, 2025

RECOMMENDATION SUMMARY: The Finance Department recommends a contract be awarded to Stronghold Armored Inc., Tacoma, WA, in the amount of \$1,000,000, plus applicable taxes, budgeted from various funds, for an initial contract term of five years, with the option to renew for three additional one-year terms, for a projected contract amount of \$1,500,000, plus applicable taxes, for armored transport services.

STRATEGIC POLICY PRIORITY:

- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

BACKGROUND: The City has multiple departments in various locations that collect cash and check deposits for payment.

ISSUE: Contracting with an armored transport service enables the City to make timely deposits and reduces the risks associated with processing large amounts of cash.

ALTERNATIVES: Without these contracted services, the City would have to arrange for employees to make deposits at a nearby physical bank branch. The logistics, time, and cost, as well as the increased risk of employees physically transporting funds, are not an efficient use of public resources.

COMPETITIVE SOLICITATION: Request for Proposals Specification No. FI24-0180F was opened November 22, 2024. Thirty-three companies were invited to bid in addition to normal advertising of the project. One submittal was received. Due to the specialized nature of this service, a limited number of bidders were anticipated to have the capability to serve the geographic area.

Stronghold Armored Inc. submitted a bid that resulted in the lowest evaluated submittal. The table below reflects the amount of the total award.

<u>Respondent</u>	<u>Location</u>	<u>Score</u>
Stronghold Armored Inc.	Tacoma, WA	283



CONTRACT HISTORY: This is a new contract. The City previously solicited armored transport services in March 2017 under specification No. F116-0417F. Stronghold Armored Inc. was awarded the contract for \$200,000 for a three-year term through February 29, 2020, with two optional one-year renewals. Additional services, pick-up locations, and funding were added to the contract via amendments, increasing the contract total value to \$800,000 and extending performance through February 28, 2025.

SUSTAINABILITY: The contractor addressed sustainability efforts in the RFP response.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not applicable - Service contract - EIC Regulations are not yet established.

LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: Not applicable.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various Departmental Funds	Various	5330100	\$1,000,000
TOTAL			Up to \$1,500,000

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various Departmental Funds	Various	Various	(\$1,000,000)
TOTAL			Up to (\$1,500,000)

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$400,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED: N/A