



AGENDA ITEM REPORT

DATE: February 6, 2018
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Renew Annual Contract for Armored Car Service

I. MOTION REQUESTED

A) Approve renewal of the annual contract with Dunbar Armored Inc. under Informal Bid No. IFB150162, Armored Car Service, for an additional one year period, through April 30, 2019, for armored car service, as approved in the departments' annual adopted budgets.

B) Grant the Director of Procurement Management the authority to negotiate the renewal of the contract, including changes in price, and to execute the renewal document.

II. ITEM SUMMARY

Approve renewal of the annual contract with Dunbar Armored Inc. under Informal Bid No. IFB150162, Armored Car Service, for an additional one-year period, through April 30, 2019, for armored car service. Total expenditures for these goods during Fiscal Year 2016-2017 were \$41,468.62.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

On March 30, 2015, the Board of County Commissioners awarded Informal Bid No. IFB150162 to Dunbar Armored Inc., for armored car service. The original term of the contract was for one year with an option to renew for four additional one-year periods. Board approval is requested because the contract expenditures total \$102,608.37.

Total expenditures for these goods during Fiscal Year 2016-2017 were \$41,468.62.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See comments below.
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments: Expenditures will be as needed and in accordance with the departments' annual adopted budgets.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description

[Renewal Letter](#)

Upload Date

1/16/2018

Type

Letter

REVIEWERS:

Department

Reviewer

Action

Date

Procurement Management

Tucker, Mary

Approved

1/19/2018 - 11:24 AM

Budget Services

Henkel, Anne

Approved

1/19/2018 - 2:56 PM

Budget Services

Winton, Peter

Approved

1/22/2018 - 9:44 AM

County Attorney

Lira, Louis C.

Approved

1/22/2018 - 11:26 AM

County Manager

Brady, Christine

Approved

1/25/2018 - 10:32 AM