



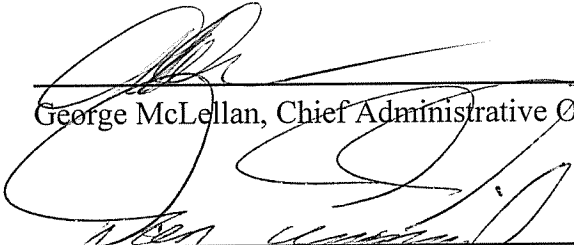
PO Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

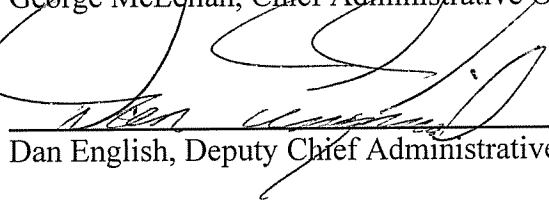
10.2.1

Halifax Regional Council
February 11, 2003

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:


George McLellan, Chief Administrative Officer


Dan English, Deputy Chief Administrative Officer

DATE: January 23, 2003

SUBJECT: Award of Quotation # 2002M735 - Five year agreement for
Coinage and Armoured/Secured Vehicle Services

ORIGIN

In September 1998, Loomis (now Securicor) was awarded a contract to provide coinage and armoured/secured vehicle services. As the terms of this contract had expired, staff advertised for a five year agreement to provide coinage and armoured/secured vehicle services for the Financial Services and Transit Services Business Units.

RECOMMENDATION

It is recommended that:

1. Council authorize the award of Quotation # 2002M735 to Independent Armoured Transport Atlantic for services at the unit prices quoted for a five year total price of \$185,083.20 plus net H.S.T. for coinage and armoured/secured vehicle services with funding outlined in the Budget Implications section of this report.

BACKGROUND

The Halifax Regional Municipality has the requirement for secure transportation of cash and cheques from various locations to the Municipality's bank. The requirement is to ensure same day deposit of funds and to reduce the risk of theft.

The scope of the work will include: a) transportation of cash and cheques from HRM storefront locations to the Municipality's bank, b) transportation of coin from HRM's Coin Processing centre to the Municipality's bank and c) maintenance of coin change machines at the Transit Services Ferry Terminals.

The quotation evaluation was a two step process. Step one was designed to determine if the proponents had the resources (experience, equipment, qualifications, past performance, etc.) to carry out the required services. All proponents met the minimum requirements.

Step two was the pricing component. Various pricing options were provided based on the frequency of HRM's requirements and flat rates were provided for additional work. Estimated quantities were provided for the five year period.

It was understood that the award of the agreement would be based on the five year pricing provided the proponent met the minimum requirements in Step 1.

DISCUSSION

A total of three companies received the quotation documents with all responding as follows:

<u>Name of Company</u>	<u>Estimated Five Year Contract Cost (Plus Net H.S.T.)</u>
Independent Armoured Transport Atlantic	\$ 185,083.20 *
Securicor	\$ 292,026.84
Brink's Canada Limited	\$ 790,575.84

*** *Recommended bidder***

The bid received from the low bidder is substantially less than the other bids and our present provider (Securicor). Staff has subsequently met with Independent Armoured Transport to confirm the work and review their costs. They have similar contracts in the same area which reduces their costs on this contract and we have received the benefit of this. Also, reference checks and credit checks were completed and bonding requirements were confirmed. Staff is, therefore, satisfied that the recommended bidder can complete the terms of the contract.

This is a **Unit Price** agreement and the cost will be dependant upon the frequency of service required

and approved by Financial Services during each budget year of the five year agreement.

BUDGET IMPLICATIONS

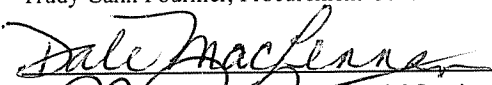
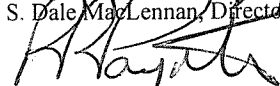
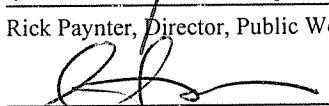
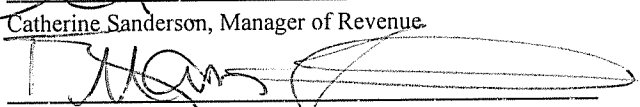
Funds are available in the 2002/2003 Operating Budget in accounts A312-6399 and R661-6399.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES

There are no suggested alternatives as the HRM does not have the resources or equipment to safely transport cash and cheques from the various HRM locations to the bank.

Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.		
Report Prepared by:	Dave Cormier, Team Leader General Revenue & Payment Processing	490-4201
	Trudy Cann Fournier, Procurement Co-Ordinator	490-4202
Report Approved by:	 S. Dale MacLennan, Director, Financial Services	490-6308
	 Rick Paynter, Director, Public Works and Transportation	490-4845
	 Catherine Sanderson, Manager of Revenue	490-6470
	 Brian Taylor, Manager, Transit	490-6608