



# CITY OF SANTA BARBARA

## COUNCIL AGENDA REPORT

**AGENDA DATE:** December 16, 2014

**TO:** Mayor and Councilmembers

**FROM:** Treasury Division, Finance Department

**SUBJECT:** Armored Car Transportation Services Agreement

### **RECOMMENDATION:**

That Council authorize the Finance Director to negotiate and execute a one-year contract, in a form acceptable to the City Attorney, with Brinks Security Services to provide Armored Car Transportation services for the period of January 1, 2015, through December 31, 2015, for an annual amount of \$36,120.

### **DISCUSSION:**

Armored car services have been provided by Brinks Security for a number of years and, Union Bank is currently paying for and waiving those fees for the armored car services provided to the City's seven pick-up locations. However, the current agreement with Union Bank is set to expire on December 31, 2014 and the transportation fees will no longer be waived pursuant to the new agreement with Union Bank approved on November 25, 2014 and effective on January 1, 2015. The current transportation fees for Brinks Security are \$3,010 per month, or \$36,120 per year. These fees have remained at this level for the past several years and were lower than another provider's when staff compared pricing. Brinks Security has proposed an annual contract at the current rates for continued armored car services. Staff is recommending continuing armored car services with Brinks Security for a period of one year and thereafter, staff will evaluate the fees and other service providers.

In addition, the City uses courier services to transport utility billing payments to the UB lockbox location in Monterey Park. These payments are remitted to the local post office box in Santa Barbara and sent daily to Monterey Park for processing. The current cost for courier services is \$1,847 per month, or \$22,166 per year. Staff recommends continuing with a courier service, however, staff will evaluate the costs provided by area courier service companies before moving forward with a new contract.

**BUDGET/FINANCIAL INFORMATION:**

Transportation costs for armored car services will be charged to the various City funds based on a cost allocation method that reflects services received by each fund. An increase to appropriations will be brought to City Council in connection with the mid-year report since these costs were not previously budgeted in the General Fund. Similarly, budget appropriations will be requested for other impacted funds for their proportionate share of the costs.

	<b>General Fund</b>	<b>All Other Funds</b>	<b>FY 2015 Total</b>	<b>FY 2016 Total</b>
Brinks Security Armored Car fees	\$ 7,220	\$ 10,842	\$ 18,058	\$ 36,120

A copy of the Brinks Security agreement is available for review in the City Clerk's Office.

**PREPARED BY:** Genie Wilson, Treasury Manager

**SUBMITTED BY:** Robert Samario, Acting Assistant City Administrator

**APPROVED BY:** City Administrator's Office