



City of Culver City

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Council Chambers
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Staff Report

File #: 22-205, **Version:** 1

Item #: C-9.

CC - Approval of an Amendment to the Existing Professional Services Agreements with Brinks to Continue Armored Car Services for an Additional Four-Month Period in an Amount Not-to-Exceed \$20,000.

Meeting Date: August 23, 2021

Contact Person/Dept: Luis Cardet/Finance

Phone Number: (310) 253-5889

Fiscal Impact: Yes ☒ No ☐

General Fund: Yes ☒ No ☐

Public Hearing: ☐ **Action Item:** ☐ **Attachments:** ☐

Commission Action Required: Yes ☐ No ☒ **Date:**

Public Notification: (E-Mail) Meetings and Agendas - City Council (08/18/21)

Department Approval: Onyx Jones, Chief Financial Manager (08/16/21)

RECOMMENDATION

Staff recommends the City Council approve an amendment to the existing professional services agreement with Brinks to continue armored car services for an additional period of four months in an amount not-to-exceed \$20,000.

BACKGROUND/DISCUSSION

The Police Department and Finance Department utilize the services of Brinks to provide armored car pickup of regular cash, coin and check deposits from designated City facilities to the depository vault location.

The City entered into a professional services agreement in 2016 with Dunbar Armored Services for armored car services. As the fourth largest U.S. Cash management company, the City relied on Dunbar for its skilled and reputable services cash transport due to its strong record of safety and dependability, providing the City with reliable, responsive, high-quality service consistently throughout its contract term. In August 2018, Dunbar was acquired by Brinks, with the promise to achieve

substantial cost and operational synergies driven by improved route density, branch optimization and administrative efficiencies. The City continued the existing agreement under Brinks, which is soon to reach service completion.

Pursuant to Culver City Municipal Code (CCMC) Section 3.07.045, which requires a competitive bidding process be followed after the same vendor has been utilized for a period of five consecutive years, a new Request for Proposals (RFP) is being issued. To ensure continuation of services during this interim period to complete the RFP process, staff recommends City Council authorize an extension to the existing agreement with Brinks for a period not-to-exceed four months.

FISCAL ANALYSIS

Staff requests the City Council authorize up to \$20,000 over the course of the four-month extension. Sufficient funds are available in the FY2021/2022 Approved Budget from accounts 10140200.619100 and 10114100.619100.

ATTACHMENTS

None.

MOTION

That the City Council:

1. Approve an amendment to the existing professional services agreement with Brinks for a period of four months in an amount not to exceed \$20,000; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.