



Legislation Text

File #: 24-471, Version: 1

**STRATEGIC PRIORITY:** Government Performance & Financial Management

**AGENDA DATE:** February 28, 2024

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Office of Procurement Services

**EXECUTIVE:** Jack Ireland

**SUBJECT**

Authorize a five-year service contract for armored car services for City facilities for the City Controller’s Office - Garda CL Southwest, Inc., only proposer - Not to exceed \$1,727,036 - Financing: General Fund (subject to annual appropriations)

**BACKGROUND**

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This service contract will provide for armored car services for City facilities for the City Controller’s Office. City facilities conduct monetary transactions as part of their daily operations for the City Controller’s Office. These facilities require that money collected as part of daily transactions be accounted for and safely transported to a bank depository on the City’s behalf. Currently, the City has approximately 65 locations that require armored car services including recreation centers, libraries and police and fire locations.

A five-member committee from the following departments reviewed and evaluated the qualifications:

- Court and Detention Services (1)
- Department of Aviation (1)
- Park & Recreation Department (1)
- Small Business Center Department (1)
- Office of Procurement Services (1)\*

\*The Office of Procurement Services evaluated cost and local preference, if applicable.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Cost and timeframe 30 points
- Experience 25 points
- Approach 25 points
- Business Inclusion and Development Plan 15 points
- Local Preference 5 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The calculated living wage during the solicitation process of this contract is \$18.24; the selected vendor meets this requirement.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On November 12, 2014, the City Council authorized a contract for depository and lockbox services for five years with Bank of America, N.A. by Resolution No. 14-1886.

On April 14, 2021, the City Council authorized Supplemental Agreement No. 1 to add armored car services to the service contract for bank depository services with Bank of America, N.A. through an Interlocal Agreement with Dallas County, Texas for a term of forty months by Resolution No. 21-0628.

**FISCAL INFORMATION**

Fund	FY 2024	FY 2025	Future Years
General Fund	\$325,295.00	\$335,054.00	\$1,066,687.00

**M/WBE INFORMATION**

In accordance with the City’s Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal
\$1,727,036.00	Other Services	N/A
M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
N/A	N/A	N/A
• This item is Other Services which does not have an availability and disparity participation goal.		
• Garda CL Southwest, Inc. - Non-local; Workforce - 74.44% Local		

**PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"><li>• Utilized for high technology procurements, insurance procurements, and other goods and services</li><li>• Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications</li><li>• Always involves a team evaluation</li><li>• Allows for negotiation on contract terms, including price</li></ul>
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The Office of Procurement Services received the following proposal from solicitation number BCZ23-00022394. We opened it on September 29, 2023. We recommend the City Council award this service contract in its entirety to the only proposer.

<b><u>Proposer</u></b>	<b><u>Address</u></b>	<b><u>Score</u></b>
Garda CL Southwest, Inc.	2000 Northwest Corporate Blvd. Boca Raton, FL 33431	80.00

Note: The Office of Procurement Services conducted a single proposal review and found no exceptions.

**OWNER**

**Garda CL Southwest, Inc.**

Juan Carlos Leon, Chief Operating Officer