

Metropolitan Exposition-Recreation Commission

Resolution 01-15

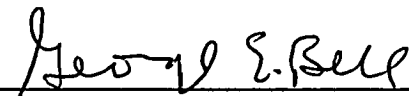
Authorizing award of contract for Armored Car Services to Oregon Armored Service, Inc. and authorizing the MERC General Manager to execute a Public Contract with Oregon Armored Service, Inc. for Armored Car Services for MERC facilities, commencing May 1, 2001 and ending April 30, 2004 with option to extend for two (2) additional terms of one (1) year each.

The Metropolitan Exposition - Recreation Commission finds:

1. That a Request for Bids (RFB) process has been completed and evaluated by Commission staff according to the Commission's Purchasing Guidelines.
2. That staff recommends the award of the contract to Oregon Armored Service, Inc. on the basis of the best and lowest bid to provide armored car services to MERC facilities.
3. That such armored car services cannot be provided in a cost effective manner by in-house staff.

BE IT THEREFORE RESOLVED that the Metropolitan Exposition - Recreation Commission authorizes the award of contract for Armored Car Services to Oregon Armored Services, Inc.; and further, authorizes the MERC General Manager to enter into a Public Contract with Oregon Armored Services, Inc. for Armored Car Services commencing May 1, 2001 and ending April 30, 2004 with option to extend for two (2) additional terms of one (1) year each, in substantially the same form as the attached.

Passed by the Commission on April 18, 2001.

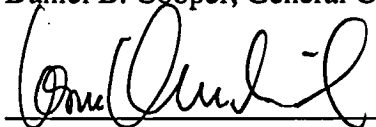


Chair



Secretary - Treasurer

APPROVED AS TO FORM:
Daniel B. Cooper, General Counsel



By: Kathleen Pool, Senior Assistant Counsel

MERC STAFF REPORT

Agenda Item/Issue: Authorizing award of contract for Armored Car Services to Oregon Armored Service, Inc

Resolution 01-15

Date: April 18, 2001

Presented By: Bryant Enge

Background: The day-to-day operation of MERC facilities requires the handling of significant sums of cash. MERC has consistently utilized the services of armored car companies for the transportation of these sums to MERC's designated bank. MERC in the past, however, has not entered into any formal contract with an armored car service.

In late 1999 staff engaged in discussion regarding such service and risk benefits of putting an armored car company under contract, thereby protecting MERC in case of loss, theft, or destruction of MERC's currency in the hands of an armored car service. In December of 1999 the decision to conduct informal request for bids for a two year armored car service contract was made. Options, including "piggy-backing" other Metro department's armored car contracts, were considered and found to be insufficient for MERC's needs.

Services to be provided included transporting currency to MERC's bank, delivery currency from the bank, and replenishing MERC's Automatic Teller Machines (ATMs). With more that a year of negotiations with the company securing the lowest bid, an agreement has yet to be reached. Upon the advice of legal council, MERC has prepared a formal Request for Bid.

Staff has complete the Request for Bids, having received bids from three companies:

- ◆ AT Systems, Inc.
- ◆ Oregon Armored Services, Inc.
- ◆ Loomis, Fargo & Co.

Upon review of the bids, staff has found Oregon Armored Services, Inc. to have the lowest bid for all of MERC's armored car service needs.

Fiscal Impact: Staff forecasts MERC to spend between \$70,000 and \$85,000 on armored car services during the next five years. The estimated number includes the future expansion of the Oregon Convention Center and the Portland Expo Center and the increase in services that these expansions will produce.

Recommendation: Staff recommends that the Metropolitan Exposition - Recreation Commission authorizes the award of contract for Armored Car Services to Oregon Armored Services, Inc.; and further, authorizes the MERC General Manager to negotiate and execute a Personal Services Agreement with Oregon Armored Services, Inc. for Armored Car Services commencing May 1, 2001 and ending April 30, 2004 with option to extend for two (2) additional terms of one (1) year each.