



Legislation Details (With Text)

File #: 2014-0079 **Version:** 1 **Name:** Courier Service Contract - Approval
Type: MOTION **Status:** PASSED
File created: 1/30/2014 **In control:** Board of Trustees
On agenda: 3/3/2014 **Final action:** 3/3/2014
Title: Courier Service Contract - Approval
Code sections:
Attachments: 1. Cost Analysis, 2. Quote

Date	Ver.	Action By	Action	Result
3/3/2014	1	Board of Trustees		
2/6/2014	1	Finance Department	INTRODUCED TO BOARD	
2/3/2014	0	Finance and Information Technology Committee	RECOMMENDED FOR APPROVAL	Pass
1/30/2014	0	Finance Department	INTRODUCED TO COMMITTEE	

Title
Courier Service Contract - Approval

History

The Finance Department currently uses Dunbar Armored for courier services. We recently requested proposals from Garda, Dunbar Armored, and Thillens for transportation of bank deposits for a three-year period. The quotes for the three years of courier services are:

- Dunbar Armored - \$6,643.26 for years 1 & 2 and a 3.5% increase in year 3
- Garda - \$10,451.94 for years 1, 2, and 3
- Thillens - Declined

See the attached spreadsheet for service comparisons.

Based on the price quotes, staff recommends that we continue with Dunbar Armored for a three-year period.

On February 3, 2014, this item was reviewed by the Finance and Information Technology Committee, recommended for approval and referred to the Village Board of Trustees for consideration.

Financial Impact

This service is included in the FY2014 budget. The courier service is for the Sportsplex, Centennial Pool, and the Village Hall which is split between the Finance, Water, and Recreation budgets.

Recommended Action/Motion

I move to approve Dunbar Armored for a three-year contract period.

