

Purchasing Summary

EVENT # 6421	TITLE: Drop Box Systems	COST: \$128,760.00
TYPE OF PROCUREMENT: Emergency	ANNUAL CONTRACT <input checked="" type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/>	ONE TIME PURCHASE <input type="checkbox"/>
CONTRACT TERM (IF APPLICABLE) August 3, 2018 through August 2, 2019		
DBE (IF APPLICABLE) N/A		
MATRIX (IF APPLICABLE) N/A		
NOTES		
<p>Notification of procurement of deposit drop boxes and annual collection services from Loomis/Safepoint in the amount of \$128,760.00. Eight drop box systems will be purchased in the amount of \$103,992.00 and will be located where cash collections are currently in place for the Mobility and Parking Services Department. Collection services will be provided by the vendor in the annual amount of \$24,768.00, making the total amount of the contract for the first year \$128,760.00.</p> <p>This is an emergency purchase to upgrade the current system that is out of date. The installation of the boxes and the use of the collection services will minimize the City's liability when dealing with cash handling. The vendor will provide collection services at least once per week. More weekly collections can be done depending on the location. Deposits will be sent directly to Wells Fargo and a receipt will be returned to the Mobility and Parking Services Department for auditing purposes. This will replace the current system of deposits being delivered to a central office and then picked up by the collection service. This vendor provides the current service in place and will provide the enhanced service at each location once the boxes are installed.</p> <p>Delivery: Immediately. Terms: Net 30 days. The vendor is:</p> <p>E.P. Loomis/Safepoint (Chatham County, GA)^(D) \$128,760.00</p> <p>A pre-bid conference was not conducted as this is an emergency purchase. (D) Indicates non- local, non-DBE business. <u>Recommend approval.</u></p> <p>Local Available: No Total Sent: 1 Total Received: 1 DBE Received: 0 Vendor Federally Debarred/Suspended: No</p>		