City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** 7/29/2025

2. **Primary contact person and Department requesting agenda item:** Becki Ogles, Finance

3. **Requested Council meeting date:** 8/26/2025

4. **Subject:** Armored Carrier Service - Contract Amendment

5. **Action Requested:** Approval to extend contract between the City and Loomis Amored US, LLC, for cash pickup and delivery services through December 2025.

6. **Note if time sensitive, and why:** Approval of this resolution will allow staff to continue to use services through the end of the calendar year at which time a new solicitation for services will be completed.

7. **Potential fiscal impact(s) - if known by staff at time of request:** None. The total amount of this contract will not be changing. The only update is the period of service.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).** N/A Completed in FY21 when original contract was executed.

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** None.

10. **Identify key issues:**
    - Various City departments and divisions accept cash payments for services - including Water, Parking, Harrah's Cherokee Center Asheville and Development Services.
    - State Statute (NC 159-32) requires that cash receipts in excess of $500 be deposited with a financial institution on a daily basis.
    - To ensure compliance with State statute and improve employee safety, Finance and the aforementioned departments have undertaken an effort to standardize cash deposit activities across the City using Smart Safes and armored car pickup.
    - Under the proposed contract, Loomis Armored US, LLC will provide armored vehicle cash pick-up & delivery services as well as State Statute compliant "smart safes" for the periods of time in between cash pickup.
    - Original contract amount of $160,000 will not be exceeded.
    - Original resolution authorized services through fiscal year 2025. All safes were not installed until December 2020 causing the end of the 5 year contract to be December 2025.