

DATE: January 3, 2017

**REQUEST FOR FINANCE COMMITTEE ACTION**

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File Number: **2017-0001**

Orig. Department: **Village Clerk**

File Name: **Approval of the December 5, 2016 Finance Committee Minutes**

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**BACKGROUND:**

**BUDGET IMPACT:**

**REQUESTED ACTION:**

I move to approve the Minutes of the Regular Meeting of the Finance Committee of December 5, 2016.

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## **REQUEST FOR FINANCE COMMITTEE ACTION**

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File Number: **2017-0010**  
Orig. Department: **Finance Department**  
File Name: **Courier Service Contract - Approval**

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### **BACKGROUND:**

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

- Dunbar Armored - \$8,822 plus fuel surcharge for year 1 and a 5% increase in years 2 and 3 (includes Orland Park Health & Fitness Center)
- Brinks - \$9,407 plus fuel surcharge for years 1 through 3 (does not include Orland Park Health & Fitness Center)
- Garda - Declined
- Loomis - Declined

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

### **BUDGET IMPACT:**

This service is included in the FY2017 budget. The courier service is for the Sportsplex, Centennial Pool, Orland Park Health & Fitness Center and the Village Hall, which is split between the Finance, Water and Recreation budgets.

### **REQUESTED ACTION:**

I move to recommend to the Village Board to approve Dunbar Armored for a three-year contract period.

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