



# Administrative Report

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H.4., File # 22-4693

Meeting Date: 10/4/2022

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**To: MAYOR AND CITY COUNCIL**

**From: LORI YAMASAKA, ACTING FINANCE DIRECTOR**

**TITLE**

APPROVE CONTRACTS UNDER \$35,000:

1. APPROVE AN AGREEMENT WITH SECTRAN SECURITY, INC. FOR ARMORED VEHICLE SERVICES TO SECURE THE PICKUP OF CASH AND CHECKS FROM CITY HALL AND DELIVER THEM TO THE BANK AT A MONTHLY RATE OF \$480 PLUS GAS SURCHARGES (FOR AN ESTIMATED EXPENDITURE FOR FY 2022-23 OF \$8,000) FOR THE TERM OCTOBER 17, 2022 TO OCTOBER 16, 2023 WITH TWO AUTOMATIC ONE-YEAR EXTENSIONS

**EXECUTIVE SUMMARY**

Approve Contracts Under \$35,000

**APPROVED BY:**

*Mike Witzansky, City Manager*

**ATTACHMENTS**

- Agmt - Sectran Security, Inc.
- Insurance - Sectran Security, Inc.