

**SERIAL 09113 S**

**ARMORED CAR PICK-UP & DELIVERY SERVICES**

**DATE OF LAST REVISION: May 08, 2014**

**CONTRACT END DATE: April 30, 2016**

**CONTRACT PERIOD THROUGH APRIL 30, 2013 2014 2016**

TO: All Departments

FROM: Office of Procurement Services

SUBJECT: Contract for **ARMORED CAR PICK-UP & DELIVERY SERVICES**

Attached to this letter is published an effective purchasing contract for products and/or services to be supplied to Maricopa County activities as awarded by Maricopa County on **April 01, 2010 (Eff. 05/01/10)**.

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.

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Wes Baysinger, Chief Procurement Officer  
Office of Procurement Services

**JG/ao**  
Attach

Copy to: Office of Procurement Services  
**Susan Lanzillo**, Finance Department  
**Amie Bristol**, MCSO Procurement  
Cheryl Rentscheler, Public Health

(Please remove Serial 03246-S from your contract notebooks)

**[09113-S Armored Car Services Rate Sheet.xlsx](#)**

**DUNBAR ARMORED INC., 50 SCHILLING ROAD, HUNT VALLEY, MD 31031**

WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT: YES  
 Each location will be reviewed by Dunbar Ops to determine Svs capabilities.

WILL ACCEPT PROCUREMENT CARD FOR PAYMENT: NO

WILL OFFER REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: NO  
 (Payment shall be made within 48 hours of utilizing the Purchasing Card)

FUEL COMPRISES 3% OF TOTAL BID AMOUNT.

	<u>LOCATION</u>	<u>PICK-UP SCHEDULE</u>	<u>DEPOSITS AVG./MAX.</u>	<u>MONTHLY RATE</u>	<u>MONTHLY RATE Eff. 5-1-2014</u>
1.8	4th Ave Jail 201 S 4th Ave Phoenix, AZ	5 DAYS PER WEEK MONDAY THRU FRIDAY	AVG \$45,000.00 MAX \$500,000.00	<del>\$263.00</del>	<b>\$270.89</b>
<del>4.9</del>	<del>Durango Jail 3225 West Durango Phoenix, AZ</del>	<del>3 DAYS PER WEEK MONDAY, WEDNESDAY &amp; FRIDAY</del>	<del>AVG \$4,200.00 MAX \$20,000.00</del>	<del>\$166.00</del>	
1.10	<del>Estrella Jail</del> Estrella/Tents Jail 2939 West Durango Phoenix, AZ	<del>1 3 DAYS PER WEEK Tuesday MONDAY, WEDNESDAY &amp; FRIDAY</del>	AVG \$7,000.00 MAX \$25,000.00	<del>\$97.00 \$166.00</del>	<b>\$99.91</b>
<del>4.11</del>	<del>Towers Jail 3127 West Durango Phoenix, AZ</del>	<del>1 3 DAYS PER WEEK MONDAY, WEDNESDAY &amp; FRIDAY</del>	<del>AVG \$4,300.00 MAX \$15,000.00</del>	<del>\$166.00 \$97.00</del>	
1.12	Con-Tents 3127 Unit 2 West Durango Phoenix, AZ	<del>4 5</del> DAYS PER WEEK MONDAY THRU <b>THURSDAY FRIDAY</b>	AVG \$2,000.00 MAX \$10,000.00	<del>\$229.00 \$263.00</del>	<b>\$235.87</b>
1.13	Maricopa Public Health 1645 East Roosevelt Phoenix, AZ	5 DAYS PER WEEK MONDAY THRU FRIDAY	AVG \$6,000.00 MAX \$15,000.00	<del>\$181.00</del>	<b>\$186.43</b>
1.14	Maricopa Environmental 1001 N. Central, Suite 100 Phoenix, AZ	5 DAYS PER WEEK MONDAY THRU FRIDAY	AVG \$45,000.00 MAX \$500,000.00	<del>\$263.00</del>	<b>\$270.89</b>
1.15	Maricopa Medical Center 2601 East Roosevelt Phoenix, AZ	5 DAYS PER WEEK MONDAY THRU FRIDAY	AVG \$7,000.00 MAX \$12,000.00	<del>\$263.00</del>	<b>\$270.89</b>
1.16	Animal Control Services 2323 South 35th Avenue Phoenix, AZ	5 DAYS PER WEEK MONDAY THRU FRIDAY	AVG \$12,000.00 MAX \$40,000.00	<del>\$263.00</del>	<b>\$270.89</b>

**DUNBAR ARMORED INC., 50 SCHILLING ROAD, HUNT VALLEY, MD 31031**

1.17	Avondale FHC 950 E. Van Buren Avondale, AZ	2 DAYS PER WEEK WEDNESDAY & FRIDAY	AVG \$150.00 MAX \$250.00	<del>\$126.00</del>	<b>\$129.78</b>
1.18	Chandler FHC 811 S. Hamilton Chandler, AZ	3 DAYS PER WEEK MONDAY, WEDNESDAY & FRIDAY	AVG \$400.00 MAX \$1,000.00	<del>\$166.00</del>	<b>\$170.98</b>
1.19	El Mirage FHC 12428 W. Thunderbird Phoenix, AZ	1 DAY PER WEEK FRIDAY	AVG \$200.00 MAX \$700.00	<del>\$91.00</del>	<b>\$93.73</b>
1.20	South Central FHC 33 W. Tamarisk Phoenix, AZ	2 DAYS PER WEEK TUESDAY & FRIDAY	AVG \$2,700.00 MAX \$6,800.00	<del>\$129.00</del>	<b>\$132.87</b>
1.21	Mesa FHC 59 S. Hibbert Mesa, AZ	5 DAYS PER WEEK MONDAY THRU FRIDAY	AVG \$6,500.00 MAX \$7,300.00	<del>\$263.00</del>	<b>\$270.89</b>
1.22	Guadalupe FHC 5825 E. Calle Guadalupe Guadalupe, AZ	2 DAYS PER WEEK WEDNESDAY & FRIDAY	AVG \$140.00 MAX \$300.00	<del>\$126.00</del>	<b>\$129.78</b>
1.23	Seventh Avenue FHC 1401 S. 9 <sup>th</sup> Avenue Phoenix, AZ	2 DAYS PER WEEK TUESDAY & FRIDAY	AVG \$800.00 MAX \$2,000.00	<del>\$126.00</del>	<b>\$129.78</b>
1.24	Glendale FHC 5141 W. LaMar Glendale, AZ	2 DAYS PER WEEK WEDNESDAY & FRIDAY	AVG \$600.00 MAX \$1,200.00	<del>\$126.00</del>	<b>\$129.78</b>
1.25	Sunnyslope FHC 934 W. Hatcher Phoenix, AZ	2 DAYS PER WEEK WEDNESDAY & FRIDAY	AVG \$700.00 MAX \$1,200.00	<del>\$126.00</del>	<b>\$129.78</b>
1.26	McDowell FHC 4021 N. 30 <sup>th</sup> Street Phoenix, AZ	1 DAY PER WEEK FRIDAY	AVG \$250.00 MAX \$700.00	<del>\$97.00</del>	<b>\$99.91</b>
1.27	Maryvale FHC 4011 N. 51 <sup>st</sup> Avenue Phoenix, AZ	5 DAYS PER WEEK MONDAY THRU FRIDAY	AVG \$1,100.00 MAX \$4,000.00	<del>\$263.00</del>	<b>\$270.89</b>
1.28	MIHS Business Office 2532 E. University, Suite 350 Phoenix, AZ 85034	5 DAYS PER WEEK MONDAY THRU FRIDAY	AVG \$15,000.00 MAX \$28,000.00	<del>\$263.00</del>	<b>\$270.89</b>

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1.29	Outpatient Psychiatric Clinic at Desert Vista Hospital 570 W. Brown Ave Mesa, AZ 85201	2 DAYS PER WEEK WEDNESDAY & FRIDAY	AVG \$15,000.00 MAX \$15,000.00	<del>\$91.00</del>	<b>\$93.73</b>
1.30	Environmental Services Eastern Regional Office 1255 W. Baseline, Suite #124 Mesa, AZ 85202	Bank of America Vault MONDAY THRU FRIDAY	AVG \$1,000.00 MAX \$3,000.00	<del>\$263.00</del>	<b>\$270.89</b>
1.31	Environmental Services Northern Regional Office 3101 E. Shea, Suite #220 Phoenix, AZ 85032	Bank of America Vault MONDAY THRU FRIDAY	AVG \$1,000.00 MAX \$3,000.00	<del>\$263.00</del>	<b>\$270.89</b>
1.32	Environmental Services Western Regional Office <b>16140 N. Arrowhead Fountains Center Dr St #105 Peoria, AZ 85382</b> <del>8910 N. 43<sup>rd</sup> Avenue, Ste 101 Glendale, AZ 85302</del>	Bank of America Vault MONDAY THRU FRIDAY	AVG \$1,000.00 MAX \$3,000.00	<del>\$263.00</del>	<b>\$270.89</b>
1.33	Comprehensive Health Clinic 2525 E. Roosevelt Phoenix, AZ 85008	Bank One CCV 3615 N. 27 <sup>th</sup> Ave. Phoenix, AZ 85017 MONDAY THRU FRIDAY	AVG \$13,000.00 MAX \$20,500.00	<del>\$263.00</del>	<b>\$270.89</b>
1.34	Avondale Jail 920 E Van Buren Avondale, AZ	1ST AND 3RD MONDAY OF EVERY WEEK	AVG \$5,000.00 MAX \$25,000.00	<del>\$85.00</del>	<b>\$87.55</b>
1.35	MCSO Inmate Canteen 3150 W. Buckeye Road Phoenix, AZ 85009	<del>4</del> 5 days per week Monday thru <del>Friday</del> <b>Thursday</b>	Avg. \$5,000.00 Max. \$15,000.00	<del>\$263.00</del> <del>\$229.00</del>	<b>\$235.87</b>
1.36	Lower Buckeye Jail 3250 W Lower Buckeye Rd Phoenix, AZ	3 days per week Monday, Wednesday, and Friday	Avg. \$10,000 Max. \$25,000	<del>\$166.00</del>	<b>\$170.98</b>
1.37	Environmental Services 1645 East Roosevelt Phoenix, AZ	5 days per week Monday thru Friday	Avg. \$1,000.00 Max. \$2,500.00	<del>\$181.00</del>	<b>\$186.43</b>
1.38	Holiday Pickups, per day, per pickup: Day after Holiday (or other additional service on-call during normal business hours):			<del>\$50.00</del>	<b>\$51.50</b>
1.55	Maricopa Vital Registration Greenfield Satellite - East 4419 E. Main Street Mesa, AZ 85205	<b>5+ DAYS PER WEEK MONDAY-FRIDAY FRIDAY</b>		<del>\$285.00</del> <del>97.00</del>	<b>\$293.55</b>

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1.56	Maricopa Vital Registration St. Mary's Satellite - West 3003 W. Thomas Rd #200B Phoenix, AZ 85017	<b>5-DAYS PER WEEK                  MONDAY-FRIDAY  <del>FRIDAY</del></b>	<del>\$285.00</del> <del>97.00</del>	<b>\$293.55</b>
<hr/>				
1.57	<b>Clerk of Court</b> South Tower Court 175 West Madison Street Floor 12 Phoenix, AZ 85003-2494	<b>5-DAYS PER WEEK                  MONDAY-FRIDAY</b>	<del>\$345.00</del>	<b>\$355.35</b>
<hr/>				
Added Eff. 01/03/13 Country Meadows				
1.58	Justice Court 1 W. Madison Street Phoenix, AZ 85003	<b>5-DAYS PER WEEK                  MONDAY-FRIDAY</b>	<del>\$285.00</del>	<b>\$293.55</b>
<hr/>				
Added Eff. 12/24/12				
1.59	Superior Court Self-Service Center Law Library 1 <sup>st</sup> Floor 101 W. Jefferson St. Phoenix, AZ 85003	<b>5-DAYS PER WEEK                  MONDAY-FRIDAY</b>	<del>\$285.00</del>	<b>\$293.55</b>
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**DUNBAR ARMORED INC., 50 SCHILLING ROAD, HUNT VALLEY, MD 31031**

Dunbar  
Armored Car Services  
Effective 07/01/11

6/17/2011

See notes at bottom

09113-S AMENDMENT 1

	LOCATIONS	ADDRESS	MAXIMUM LIABILITY (Cash & Checks)	County Contact Person	Dunbar Service Days Weekly	Dunbar delivery note	Dunbar Add'l fees Bags over 4 Minutes over 7	Dunbar base monthly same day delivery Eff. 5-1-14
41	MARICOPA CO AIR QUALITY	501 N 44TH ST, Ste 200 PHOENIX, AZ 85008	\$ 20,000.00	Beth Cressman 602-506-0338	2	Only-Next	Possible	<del>\$138.00</del> <b>\$142.14</b>
	<b>Notes</b>	<b>Dunbar Notes</b>						
	Cost for Weekend P/U's	\$45.00 for on-route weekend, per stop						
	On-Call Holiday Rates	\$55.00 per holiday stop						
	Same-Day Banking	See note below						
	Excess Deposit (per receipt book)	4 bags per service with \$1.25 per excess bag.						
	Excess Time (per receipt book)	7 minutes per service with \$1.95 per excess minute.						
		Parks and rec separate tab						
	Security or Insurance	None						
	Fuel Cost	None						
	Notes	Same-Day banking is available only for the offices listed as "Same-Day". We do not guarantee same-day deposits, but will make every effort to meet this for the offices marked as such						

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	LOCATIONS	ADDRESS	MAXIMUM LIABILITY (Cash & Checks)	County Contact Person	Dunbar Service Days Weekly	Dunbar delivery note	Dunbar Add'l fees Bags over 4 Minutes over 7	Dunbar base monthly same day delivery Eff. 5-1-14
6	ADULT PROBATION LAKE PLEASANT	14264 W TIERRA BUENA LANE SURPRISE, AZ 85374	<del>\$ 30,000.00</del>	<del>Juanita Gutierrez 602-506-7242</del>	5	<del>Only-Next</del>	Will apply Note: Conjunctive stop	<del>\$ 130.00</del>
22	MARICOPA CTY ADULT PROB Finance	201 W JEFFERSON, 4TH FL PHOENIX, AZ 85003	\$ 50,000.00	Juanita Gutierrez 602-506-7242	<del>1</del> 5	On Call Friday only <del>Same-Day</del>	Possible	<del>\$ 103.00</del> <b>\$ 106.09</b>
28	MARICOPA COUNTY COSC <del>MARICOPA CTY ADULT PRO BCB #28</del>	2445 W INDIANOLA, 1st Fl PHOENIX, AZ 85015	\$ 20,000.00	Juanita Gutierrez 602-506-7242	5	Same-Day	Possible Best effort to meet preferred time but this price based on 1:00 pm	<del>\$ 285.00</del> <b>\$ 293.55</b>
29	MARICOPA COUNTY COSC #29 <del>MARICOPA CTY ADULT PRO PSC</del>	245 N CENTENNIAL WAY, 1st Fl MESA, AZ 85201	\$ 20,000.00	Juanita Gutierrez 602-506-7242	5	Only-Next	Possible	<del>\$ 285.00</del> <b>\$ 293.55</b>
32	MARICOPA COUNTY SHEA COSC #32 <del>MARICOPA CTY ADULT PRO NPort</del>	3101 E SHEA #109 PHOENIX, AZ 85028	\$ 50,000.00	Juanita Gutierrez 602-506-7242	5	Only-Next	Possible	<del>\$ 285.00</del> <b>\$ 293.55</b>
34	MARICOPA COUNTY HAYDEN COSC #34 <del>MARICOPA CTY ADULT PRO Scottsdale</del>	8230 E BUTHERUS DR SCOTTSDALE, AZ 85260	\$ 20,000.00	Juanita Gutierrez 602-506-7242	5	Only-Next	Possible	<del>\$ 285.00</del> <b>\$ 293.55</b>
35	MARICOPA COUNTY ADULT PRO COSC	3220 W GIBSON LN, Ste 300 PHOENIX, AZ 85006	\$ 20,000.00	Juanita Gutierrez 602-506-7242	5	On Call <del>Only-Next</del>	Possible	<del>\$ 285.00</del> <b>\$ 293.55</b>

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36	<del>M.C. C.O.S.C. Sunnyslope</del> <del>MARICOPA COUNTY ADULT PRO Sunnyslope</del> #36	333 W HATCHER PHOENIX, AZ 85021	\$ 20,000.00	Juanita Gutierrez 602-506-7242	5	Only- Next	Possible	<del>\$ 285.00</del> <b>\$ 293.55</b>
37	<del>MARICOPA CTY ADULT PRO SPORT</del> <del>MARICOPA CTY ADULT PRO COSC SPORT</del> #37	3535 S 7TH ST PHOENIX, AZ 85040	\$ 20,000.00	Juanita Gutierrez 602-506-7242	5	Only- Next	Possible	<del>\$ 285.00</del> <b>\$ 293.55</b>
51	<del>MARICOPA CTY ADULT PRO WRC</del> MARICOPA COUNTY GLENDALE COSC #51	6655 W GLENDALE AVE GLENDALE, AZ 85301	\$ 25,000.00	Juanita Gutierrez 602-506-7242	5	Only- Next	Possible	<del>\$ 285.00</del> <b>\$ 293.55</b>
								<del>\$ 2,695.00</del> <b>\$ 2,454.49</b>
	<b>Notes</b>	<b>Dunbar Notes</b>						
	Cost for Weekend P/U's	\$45.00 for on-route weekend, per stop						
	On-Call Holiday Rates	\$55.00 per holiday stop						
	Same-Day Banking	See note below						
	Excess Deposit (per receipt book)	4 bags per service with \$1.25 per excess bag.						
	Excess Time (per receipt book)	7 minutes per service with \$1.95 per excess minute.						
		Parks and rec separate tab						
	Security or Insurance	None						
	Fuel Cost	None						
	Notes	Same-Day banking is available only for the offices listed as "Same-Day". We do not guarantee same-day deposits, but will make every effort to meet this for the offices marked as such						

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09113-S  
AMENDMENT 1

	LOCATIONS	ADDRESS	MAXIMUM LIABILITY (Cash & Checks)	County Contact Person	Dunbar Service Days Weekly	Dunbar delivery note	Dunbar Add'l fees Bags over 4 Minutes over 7	Dunbar base monthly same day delivery Eff. 5-1-14
10	MARICOPA LIBRARY SURPRISE	16089 BULLARD AVE SURPRISE, AZ 85374	\$ 10,000.00	Mary Carson 602-652-3037	1 wkly - Thur 10:00- 12:00	Only- Next	Possible	<del>\$ 103.00</del> \$ 106.09
25	MC LIBRARY QUEEN CREEK	21802 S ELLSWORTH RD QUEEN CREEK, AZ 85142	\$ 25,000.00	Mary Carson 602-652-3037	1 wkly - Thur 11:00-1:00	Only- Next	Possible	<del>\$ 134.00</del> \$ 138.02
30	MARICOPA COUNTY LIBRARY DISTRICT OFFICE	2700 E CENTRAL AVE, STE 700 PHOENIX, AZ 85004	\$ 20,000.00	Mary Carson 602-652-3037	1 wkly - Fri 10:00-1:00	Same- Day	<b>Eff. 03/01/12 6 to 9 Minutes</b>	<del>\$ 103.00</del> \$ 106.09
38	MARICOPA ANTHEM LIBRARY	40410 N GALVIN PEAK PKWY ANTHEM, AZ 85086	\$ 20,000.00	Mary Carson 602-652-3037	1 wkly - Thur 1:00-2:30	Only- Next	Possible	<del>\$ 134.00</del> \$ 138.02
52	MARICOPA COUNTY LIBRARY X	775 N GREENFIELD GILBERT, AZ 85234	\$ 25,000.00	Mary Carson 602-652-3037	1 wkly - Thur 9:00-11:00	Only- Next	Possible	<del>\$ 103.00</del> \$ 106.09
54	MARICOPA COUNTY LIBRARY WHITE TANK	20304 W WHITE TANK MOUNTIAN RD, WADDELL, AZ 85355	\$ 25,000.00	Mary Carson 602-652-3037	1 wkly - Tue 10:00- 12:00	Only- Next	Possible	<del>\$ 134.00</del> \$ 138.02
								<del>\$ 711.00</del> \$ 732.33
<b>Notes</b>		<b>Dunbar Notes</b>						
Cost for Weekend P/U's		\$45.00 for on-route weekend, per stop						
On-Call Holiday Rates		\$55.00 per holiday stop						
Same-Day Banking		See note below						
Excess Deposit (per receipt book)		4 bags per service with \$1.25 per excess bag.						
<b>Eff. 01/17/13</b>								
57	PERRY BRANCH LIBRARY	1965 E. Queen Creek Gilbert, AZ 85297	\$20,000.00		1wkly – Thur.			<del>\$ 134.00</del> \$ 138.02

**DUNBAR ARMORED INC., 50 SCHILLING ROAD, HUNT VALLEY, MD 31031**

	Excess Time (per receipt book)	7 minutes per service with \$1.95 per excess minute.
		Parks and rec separate tab
	Security or Insurance	None
	Fuel Cost	None
Notes		Same-Day banking is available only for the offices listed as "Same-Day". We do not guarantee same-day deposits, but will make every effort to meet this for the offices marked as such

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2	MARICOPA COUNTY RECORDER	111 S 3RD AVE Phoenix, AZ 85003	\$ 50,000.00	Marie Freer 602-506-3637 <del>Ken Stahl</del> 602-506-1540	change order only	On-Call Same-Day	Possible	<del>\$ 35.00</del> \$ 36.05
3	CLERK OF THE COURT PROBATE	125 W WASHINGTON ST PHOENIX, AZ 85003	\$ 50,000.00	Mariel Soileau 602-506-1476	5	Same-Day	Possible	<del>\$ 285.00</del> \$ 293.55
4	CLERK OF THE COURT SURPRISE	14264 W TIERRA BUENA LANE SURPRISE, AZ 85374	\$ 50,000.00	Sandra Manzo 602-372-2507	5	Only-Next	Will apply Note: NOT a Conjunctive stop per Doug. Use "body bags" to consolidate deposits and keep bag # an cost down	<del>\$ 285.00</del> \$ 293.55
11	CLERK OF THE COURT S/E JUSTICE	1810 S LEWIS MESA, AZ 85210	\$200,000.00	Diane Hoy 602-506-2838	5	Only-Next	Possible	<del>\$ 285.00</del> \$ 293.55
13	CLERK OF THE COURT N/E JUSTICE	18380 N 40TH ST, STE 120 PHOENIX, AZ 85032	\$20,000.00	Travis Joy 602-372-7730	5	Only-Next	Possible	<del>\$ 285.00</del> \$ 293.55
23	CLERK OF THE COURT DOWNTOWN	201 W JEFFERSON PHOENIX, AZ 85003	\$100,000.00	Art Saenz 602-506-3909	5	Same-Day	Possible Note: Use "body bags" to consolidate deposits and keep bag # and cost down. Doug supplied an internal log example	<del>\$ 285.00</del> \$ 293.55
27	CLERK OF THE COURT S/E MESA	222 E JAVELINA MESA, AZ 85210	\$50,000.00	Franci Smock 602-506-2107	5	Only-Next	Possible	<del>\$ 285.00</del> \$ 293.55

33	CLERK OF SUP CRT DURANGO	3131 W DUARANGO PHOENIX, AZ 85009	\$ 50,000.00	Kiera Molina 602-302-1553	5	Only- Next	Possible	<del>-\$ 285.00</del> \$ 293.55
43	CLERK OF THE COURT LICEN	601 W JACKSON - Ground level PHOENIX, AZ 85003	\$25,000.00	Aide Estrada 602-506-3485	5	Same- Day	Possible	<del>-\$ 158.00</del> \$ 162.74
44	CLERK OF THE CRTS PUB REC CLERK OF THE CRTS RMC/LS	601 W JACKSON - Lower level PHOENIX, AZ 85003	\$ 25,000.00	Cheryl Marzella 602-506-3249	5	Same- Day	Possible	<del>-\$ 236.00</del> \$ 243.08

<b>Notes</b>		<b>Dunbar Notes</b>
Cost for Weekend P/U's		\$45.00 for on-route weekend, per stop
On-Call Holiday Rates		\$55.00 per holiday stop
Same-Day Banking		See note below
Excess Deposit (per receipt book)		4 bags per service with \$1.25 per excess bag.
Excess Time (per receipt book)		7 minutes per service with \$1.95 per excess minute.
		Parks and rec separate tab
Security or Insurance		None
Fuel Cost		None
Notes		Same-Day banking is available only for the offices listed as "Same-Day". We do not guarantee same-day deposits, but will make every effort to meet this for the offices marked as such

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31	COUNTY TREASURER	301 W JEFFERSON, STE 100 PHOENIX, AZ 85003	\$100,000 yearly average/\$225,000 coin & currency during high seasons. \$75,000 yearly average/\$150,000 Max. check reconstruction during high seasons.	Richard Challoner 602-506-3413	5	Same-Day* Note: Use "body bags" to consolidate deposits and keep bag # and cost down	Possible	<del>\$ 285.00</del> <b>\$ 293.55</b>

Notes	Dunbar Notes
Cost for Weekend P/U's	\$45.00 for on-route weekend, per stop
On-Call Holiday Rates	\$55.00 per holiday stop
Same-Day Banking	See note below
Excess Deposit (per receipt book)	4 bags per service with \$1.25 per excess bag.
Excess Time (per receipt book)	7 minutes per service with \$1.95 per excess minute.
	Parks and rec separate tab
Security or Insurance	None

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	Fuel Cost	None
Notes		<p>Same-Day banking is available only for the offices listed as "Same-Day". We do not guarantee same-day deposits, but will make every effort to meet this for the offices marked as such</p>

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09113-S AMENDMENT 1

	LOCATIONS	ADDRESS	MAXIMUM LIABILITY (Cash & Checks)	County Contact Person	Dunbar Service Days Weekly	Dunbar delivery note	Dunbar Add'l fees Bags over 4 Minutes over 7	Dunbar base monthly same day delivery Eff. 5-1-14
5	HASSAYAMPA JUSTICE COURT	14264 W TIERRA BUENA LANE SURPRISE, AZ 85374	\$ 30,000.00	Janice Wiley 602-372-9400	5	Only-Next	Will apply Note: Conjunctive stop	<del>\$ 130.00</del> <b>\$ 133.90</b>
7	ARROWHEAD JUSTICE COURT	14264 W TIERRA BUENA LANE SURPRISE, AZ 85374	\$ 25,000.00	Jane Miller 602-372-9400	5	Only-Next	Will apply Note: Conjunctive stop	<del>\$ 130.00</del> <b>\$ 133.90</b>
8	MANISTEE JUSTICE COURT	14264 W TIERRA BUENA LANE SURPRISE, AZ 85374	\$ 30,000.00	Annette Campbell 602-372-9400	5	Only-Next	Will apply Note: Conjunctive stop	<del>\$ 130.00</del> <b>\$ 133.90</b>
9	NORTH VALLEY JUSTICE COURT	14264 W TIERRA BUENA LANE SURPRISE, AZ 85374	\$ 20,000.00	Cathy Greenberg 602-372-9400	5	Only-Next	Will apply Note: Conjunctive stop	<del>\$ 130.00</del> <b>\$ 133.90</b>
12	NORTH MESA JUSTICE COURT	1837 S MESA DR, STE B103 MESA, AZ 85210	\$ 20,000.00	Tamera Habros 480-926-9731	5	Only-Next	Possible	<del>\$ 285.00</del> <b>\$ 293.55</b>
14	DREAMY DRAW JUSTICE COURT	18380 N 40TH ST, STE 130 PHOENIX, AZ 85032	\$ 20,000.00	Laura Walker 602-372-7000	5	Only-Next	Will apply Note: Conjunctive stop	<del>\$ 130.00</del> <b>\$ 133.90</b>
15	DESERT RIDGE JUSTICE COURT	18380 N 40TH ST, STE 130 PHOENIX, AZ 85032	\$ 20,000.00	Heather Spencer 602-372-7000	5	Only-Next	Will apply Note: Conjunctive stop	<del>\$ 130.00</del> <b>\$ 133.90</b>

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16	MCDOWELL MOUNTAIN JUSTICE COURT	18380 N 40TH ST, STE 130 PHOENI, AZ 85032	\$ 20,000.00	Tania Green 602-372-7000	5	Only-Next	Will apply Note: Conjunctive stop	<del>-\$ 130.00</del> <b>\$ 133.90</b>
17	MOON VALLEY JUSTICE COURT	18380 N 40TH ST, STE 130 PHOENIX, AZ 85032	\$ 20,000.00	Sondra Acedo 602-372-7000	5	Only-Next	Will apply Note: Conjunctive stop	<del>-\$ 130.00</del> <b>\$ 133.90</b>
18	KYRENE JUSTICE COURT	201 E CHICAGO ST, STE 104 CHANDLER, AZ 85225	\$ 25,000.00	Mary Perales 602-372-3400	5	Only-Next	Will apply Note: Conjunctive stop	<del>-\$ 130.00</del> <b>\$ 133.90</b>
19	SAN MARCOS JUSTICE COURT	201 E CHICAGO ST , STE 103 CHANDLER, AZ 85225	\$ 25,000.00	Kristi Hageman 602-372-3400	5	Only-Next	Will apply Note: Conjunctive stop	<del>-\$ 130.00</del> <b>\$ 133.90</b>
20	SAN TAN JUSTICE COURT	201 E CHICAGO ST , STE 102 CHANDLER, AZ 85225	\$ 25,000.00	Rebecca Hewes 602-372-3400	5	Only-Next	Will apply Note: Conjunctive stop	<del>-\$ 130.00</del> <b>\$ 133.90</b>
21	UNIVERSITY LAKES JUSTICE COURT	201 E CHICAGO ST , STE 101 CHANDLER, AZ 85225	\$ 25,000.00	LaurA Walker 602-372-3400	5	Only-Next	Will apply Note: Conjunctive stop	<del>-\$ 130.00</del> <b>\$ 133.90</b>
24	WEST MESA JUSTICE COURT	2050 W UNIVERSITY MESA, AZ 85201	\$ 25,000.00	Chris Andrews 480-964-2958	5	Only-Next	Possible	<del>-\$ 285.00</del> <b>\$ 293.55</b>
26	<b>Eff. 01/03/13</b> <b>WHITE TANKS</b> <del>ESTRELLA MOUNTAIN</del> JUSTICE COURT	21749 W YUMA RD, STE B101 BUCKEYE, AZ 85326	\$ 25,000.00	Lydia Navaro 623-386-4822	5	Only-Next	Possible	<del>-\$ 285.00</del> <b>\$ 293.55</b>
39	MARYVALE JUSTICE COURT	4622 W INDIAN SCHOOL, STE D-10 PHOENIX, AZ 85031	\$ 20,000.00	Annette Campbell 623-245-0432	5	Only-Next	Possible	<del>-\$ 285.00</del> <b>\$ 293.55</b>
40	EAST MESA JUSTICE COURT	4811 E JULEP, Ste #128 MESA, AZ 85205	\$ 10,000.00	Shirley Yost 480-985-0188	5	Only-Next	Possible	<del>-\$ 285.00</del> <b>\$ 293.55</b>
42	HIGHLAND JUSTICE COURT	55 E CIVIC CENTER DR, STE #55 GILBERT, AZ 85296	\$ 25,000.00	JoHua Liu 602-372-8300	5	Only-Next	Possible	<del>-\$ 285.00</del> <b>\$ 293.55</b>

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46	ARCADIA BILTMORE JUSTICE COURT	620 W JACKSON ST PHOENIX, AZ 85003	\$ 25,000.00	Lois Fregoso 602-372-6300	5	Same-Day	Will apply Note: Conjunctive stop	<del>\$ 130.00</del> <b>\$ 133.90</b>
47	ENCANTO JUSTICE COURT	620 W JACKSON ST PHOENIX, AZ 85003	\$ 25,000.00	Mary Blanco 602-372-6300	5	Same-Day	Will apply Note: Conjunctive stop	<del>\$ 130.00</del> <b>\$ 133.90</b>
48	DOWNTOWN JUSTICE COURT	620 W JACKSON ST PHOENIX, AZ 85003	\$ 25,000.00	Minnie Uribe 602-372-6300	5	Same-Day	Will apply Note: Conjunctive stop	<del>\$ 130.00</del> <b>\$ 133.90</b>
49	SOUTH MOUNTAIN JUSTICE COURT	620 W JACKSON ST PHOENIX, AZ 85003	\$ 25,000.00	Linda Perkins 602-372-6300	5	Same-Day	Will apply Note: Conjunctive stop	<del>\$ 130.00</del> <b>\$ 133.90</b>
50	WEST MCDOWELL JUSTICE COURT	620 W JACKSON ST PHOENIX, AZ 85003	\$ 25,000.00	Maria Rodriguez 602-373-6300	5	Same-Day	Will apply Note: Conjunctive stop	<del>\$ 130.00</del> <b>\$ 133.90</b>
53	AGUA FRIA JUSTICE COURT	9550 W VANBUREN, STE #6 TOLLESON, AZ 85353	\$ 25,000.00	Dan Johnson 623-936-1489	5	Only-Next	Possible	<del>\$ 285.00</del> <b>\$ 293.55</b>
								<del>\$ 4,205.00</del> <b>\$ 4,331.15</b>
	<b>Notes</b>	<b>Dunbar Notes</b>						
	Cost for Weekend P/U's	\$45.00 for on-route weekend, per stop						
	On-Call Holiday Rates	\$55.00 per holiday stop						
	Same-Day Banking	See note below						
	Excess Deposit (per receipt book)	4 bags per service with \$1.25 per excess bag.						
	Excess Time (per receipt book)	7 minutes per service with \$1.95 per excess minute.						
		Parks and rec separate tab						
	Security or Insurance	None						



**DUNBAR ARMORED INC., 50 SCHILLING ROAD, HUNT VALLEY, MD 31031**

2.0 Maricopa County Emergency Response Plan

Rate of pay must be inclusive of all wages, employee related expenses, travel, per diem and equipment which includes the armored vehicle.

For each activation, the rate of pay for each armored vehicle staffed with two certified armed and trained personnel will be \$140.00 (per hour of activation). 3 Hour minimum

Are there a minimum number of hours that must be worked for this rate of pay? If so, what is the minimum number of hours?

What is the bill rate per person for personnel to attend Public Health sponsored training?

	<u>4</u> # of Hours
	<u>\$ 22</u> /person/hour
Red Book Replacement Fee	<u>\$ 24.00</u>

PRICING SHEET: 99010

Terms:	NET 30
Vendor Number:	W000003101 X
Telephone Number:	410-229-1906
Fax Number:	410/229-1907
Contact Person:	Doug Howard
E-mail Address:	<a href="mailto:Douglas.Howard@dunbararmored.com">Douglas.Howard@dunbararmored.com</a> or <del>1906@dunbararm.com</del>
Certificates of Insurance	Required
Contract Period:	To cover the period ending <b>April 30, 2013 2014 2016.</b>

**ARMORED CAR PICK-UP & DELIVERY SERVICES****1.0 INTENT:**

The intent of this solicitation is to provide secure transport of cash and other negotiable documents for various Maricopa County agencies, by way of armored car. The contract resultant of this solicitation is a requirements contract and will be awarded for a period of three (3) years. For reasons of convenience and continuity, the County expects award to be made to one (1) Contractor.

**2.0 TECHNICAL SPECIFICATIONS:**

- 2.1 The Contractor is required to perform a pick-up on the designated day between 8:00 A.M. - 5:00 P.M. *Refer to Attachment A; for the specific locations and schedules.*
- 2.2 Certified signatures of each authorized collector, or other “foolproof” security method to maximize security efforts shall be utilized for protection of both the contractor and the County. *Written notice of contractor procedural changes must be furnished to Office of Procurement Services and to each service location listed in Attachment A. Contractor procedural changes are subject to approval by the County.*
- 2.3 The County agrees to prepare and package each shipment in sealed package(s) or container(s) and mark it properly. The value of the contents shall be clearly shown on the outside of each package. The Contractor has the right to refuse to transport any package which is not properly marked.
- 2.4 The Contractor is liable for packages and monies upon signing a receipt for such items, and giving that receipt to a designated authorized County representative.
- 2.5 Any and all claims must be made within sixty (60) calendar days.
- 2.6 The County agrees to assist the Contractor in its efforts to recover any lost or stolen property.
- 2.7 Authorized armed collectors (contractor) will call at the locations listed in Attachment A, Monday through Friday except County holidays. Contractor will accept sealed or locked packages and/or packages containing property, which will be delivered to a designated depository in the same condition as, received. The Contractor will issue receipt for all property to be transported by the contractor.
- 2.8 "Property" as used herein is defined as: Currency, coins, precious metals, notes, bonds, securities, and all items of value.
- 2.9 All deposits are to be delivered to the Drop off Offices on the same day they are picked up.
- 2.10 The FHC locations pickup and deliveries are to be handled as follows:  
  
Contractor picks up two bags at FHC facilities (one plastic deposit bag & one blue zip/lock documentation bag). The plastic bag shall be delivered to the Bank One Vault. The blue zip/lock bag shall be delivered to the FHC Business office the next service day in the A.M. (between 8:00 – 8:30 A.M.). When the contractor delivers the blue FHC bags, they also pick up the Business Office deposit to go to the vault and the empty blue bags to go back to the FHC's the next morning.
- 2.11 Six (6) County Jails (MCSO) (SIMS AT 4<sup>th</sup> Ave, LBJ, Durango, Estrella, Towers and Con-Tents) will have pickups for the Bank of America Vault, Brinks Coin Vault and MCSO Canteen. Each container/bag will be labeled with the appropriate delivery address.
- 2.12 The Contractor should understand that the County may require discontinuing service to any of the listed locations, and may require modification of the service to any of the listed locations. Additional locations for service may be added. The contractor will be notified of any changes and

the effective date of such and will be asked to respond appropriately. Additional service requests will require a quotation for services from the contractor for inclusion into the contract.

2.13 Maricopa County Emergency Response Plan

2.13.1 Upon Request, the Contractor shall have the ability to provide dedicated, secure, full-size armored vehicle(s) with two trained armed guards per vehicle for use by Maricopa County to pick up and deliver medical supplies, pharmaceuticals, and/or equipment throughout Maricopa County as a result of a natural, biological, chemical, or nuclear event and/or the implementation of the Maricopa County Emergency Response Plan.

2.13.2 Contractor shall provide the following:

2.13.2.1 Dedicated Armored Vehicle(s)

2.13.2.2 Crew of two certified and trained armed guards

2.13.2.3 Armored vehicle and certified personnel within four (4) hours of notice to Contractor

2.13.2.4 Staff shall participate in training classes and exercises.

2.13.3 Maricopa County Department of Public Health will:

2.13.3.1 Provide training to designated transport staff

2.13.3.2 Include appropriate staff in exercise activities

2.13.3.3 Provide associated education to contractor staff

2.13.4 Contact Name and Information for the Maricopa County Emergency Response Plan:

Maricopa County Department of Public Health  
Office of Preparedness  
Eugene See  
4041 N. Central Ave. Suite 600  
Phoenix, AZ 85012  
Office: (602) 372-2667  
Mobile: (602) 527-1915  
Fax: (602) 372-2656  
Email: eugenese@mail.maricopa.gov

2.14 USAGE REPORT:

The Contractor shall furnish the County a quarterly usage report delineating the acquisition activity governed by the Contract. The format of the report shall be approved by the County and shall disclose the quantity and dollar value of each contract item by individual unit.

2.15 INVOICES AND PAYMENTS:

2.15.1 The Contractor shall submit one (1) legible copy of their detailed invoice before payment(s) can be made. At a minimum, the invoice must provide the following information:

- Company name, address and contact
- County bill-to name and contact information
- Contract Serial Number
- County purchase order number
- Invoice number and date
- Payment terms

- Date of service
- Contract Item numbers
- Description of Purchase
- Pricing per unit of purchase
- Extended price
- Arrival and completion time
- Total Amount Due

2.15.2 Problems regarding billing or invoicing shall be directed to the using agency as listed on the Purchase Order.

2.6.1 Payment shall be made to the Contractor by Accounts Payable through the Maricopa County Vendor Express Payment Program. This is an Electronic Funds Transfer (EFT) process. After Award the Contractor shall fill out an EFT Enrollment form (to be provided by the Procurement Officer) or as located on the County Department of Finance Website as a fillable PDF document (<http://www.maricopa.gov/Finance/Vendors.aspx>).

2.15.3 EFT payments to the routing and account numbers designated by the Contractor will include the details on the specific invoices that the payment covers. The Contractor is required to discuss remittance delivery capabilities with their designated financial institution for access to those details.

2.16 TAX:

No tax shall be levied against labor. It is the responsibility of the Contractor to determine any and all taxes and include the same in proposal price.

2.17 DELIVERY:

It shall be the Contractor's responsibility to meet the proposed delivery requirements. Maricopa County reserves the right to obtain services on the open market in the event the Contractor fails to make delivery and any price differential will be charged against the Contractor.

2.18 FUEL COST PRICE ADJUSTMENT:

2.18.1 This provision provides for limited increased or decreased costs of motor fuels (fuels) used to perform services under this Contract. This provision does not apply to burner fuel (i.e. propane, natural gas, fuel oil, used motor oil). It applies to motor fuel only. Fuel cost adjustments may be either positive or negative. A positive fuel cost adjustment will result in an increase in payments to Contractor while a negative fuel cost adjustment will result in a decrease in payments to Contractor.

2.18.2 This provision is intended to minimize risk to both parties to this Contract due to fuel cost fluctuations that may occur during the term of this Contract. This provision is not designed to estimate actual quantities of fuel used in providing services under this Contract, but to provide a reasonable basis for calculating a fuel cost adjustment based on average conditions.

2.18.3 Application of this provision will come into effect upon Contractor submittal of a fuel cost adjustment request. A request may be submitted only when the increased cost of fuel, established as a percentage of total contract price (base fuel cost) upon award of this Contract, exceeds ten (10%) percent of the base fuel cost. The Contractor may request a fuel surcharge no more than four (4) times annually, during the month(s) of March, June, September and December. The request must be submitted no later than the tenth (10<sup>th</sup>) of the month. Any surcharge shall be effective the first of the following month after receipt and approval. The date of County approval of a fuel cost adjustment request shall become the base date for any future Contractor adjustment requests.

- 2.18.4 Contractor shall include, as part of its price bid, the percentage of total contract price fuel represents (e.g., fuel cost equals 10% of Contractor cost) (see also, Attachment A, Prices). This percentage will represent and establish the base fuel cost for this Contract. The base fuel cost shall be established as the due date for submission of proposals for this Contract. All subsequent fuel cost adjustments shall be based upon the date the County approves a Contractor's request for fuel cost adjustment (e.g. fuel cost adjustment approved by County on January 1, 2006, January 1, 2006 becomes base date for any next Contractor request for adjustment).
- 2.18.5 Fuel Cost Application Requirement. The Contractor must provide documentation including type of motor fuel and fuel invoices with price of the fuel used in providing services under this Contract, from the month bids were due and the month of the cost adjustment request, with any fuel cost adjustment application. The fuel cost adjustment application must be completed with all applicable data, and signed by the Contractor.
- 2.18.6 The fuel surcharge shall be based on the current quarterly index of the West Coast (PADD5) Diesel (On-Highway)-All Types or Reformulated Areas Gasoline compared to the previous quarterly index period as reported on the Energy Information Administration (EIA) website: <http://www.eia.doe.gov/>
- 2.18.7 The computation of the fuel surcharge amount shall be determined as follows:
- 2.18.7.1 The fuel cost component from line X.X of Attachment A (Pricing) of the Contract with Maricopa County, multiplied by the percent of change indicated by the EIA report from the previous index period.
- 2.18.7.2 Upon agreement by the County to the surcharge, the County shall issue written approval of the change prior to any adjusted invoicing submitted for payment.
- 2.18.7.3 The surcharge shall be added as a separate line item to the invoice.

2.19 STRATEGIC ALLIANCE for VOLUME EXPENDITURES (\$AVE):

The County is a member of the \$AVE cooperative purchasing group. \$AVE includes the State of Arizona, many Phoenix metropolitan area municipalities, and many K-12 unified school districts. Under the \$AVE Cooperative Purchasing Agreement, and with the concurrence of the successful Respondent under this solicitation, a member of \$AVE may access a contract resulting from a solicitation issued by the County. If you **do not** want to grant such access to a member of \$AVE, **please so state** in your proposal. In the absence of a statement to the contrary, the County will assume that you do wish to grant access to any contract that may result from this Request for Proposal.

2.20 INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENTS (ICPA's)

County currently holds ICPA's with numerous governmental entities throughout the State of Arizona. These agreements allow those entities, with the approval of the Contractor, to purchase their requirements under the terms and conditions of the County Contract. Please indicate on Attachment A, your acceptance or rejection regarding such participation of other governmental entities. Your response will not be considered as an evaluation factor in awarding a contract.

3.0 **CONTRACTUAL TERMS & CONDITIONS:**

3.1 CONTRACT TERM:

This Invitation for Bid is for awarding a firm, fixed price purchasing contract to cover a three (3) year term.

3.2 OPTION TO RENEW:

The County may, at their option and with the approval of the Contractor, renew the term of this Contract up to a maximum of Three (3) additional years, (or at the County's sole discretion, extend the contract on a month to month basis for a maximum of six (6) months after expiration). The Contractor shall be notified in writing by the Office of Procurement Services of the County's intention to renew the contract term at least thirty (30) calendar days prior to the expiration of the original contract term.

3.3 PRICE ADJUSTMENTS:

Any requests for reasonable price adjustments must be submitted sixty (60) days prior to the Contract's expiration date. Requests for adjustment in cost of labor and/or materials must be supported by appropriate documentation. If County agrees to the adjusted price terms, County shall issue written approval of the change. The reasonableness of the request will be determined by comparing the request with the (Consumer Price Index) or by performing a market survey.

3.4 INDEMNIFICATION:

3.4.1 To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless County, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, relating to, arising out of, or alleged to have resulted from the negligent acts, errors, omissions, mistakes or malfeasance relating to the performance of this Contract. Contractor's duty to defend, indemnify and hold harmless County, its agents, representatives, officers, directors, officials, and employees shall arise in connection with any claim, damage, loss or expense that is caused by any negligent acts, errors, omissions or mistakes in the performance of this Contract by the Contractor, as well as any person or entity for whose acts, errors, omissions, mistakes or malfeasance Contractor may be legally liable.

3.4.2 The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

3.4.3 The scope of this indemnification does not extend to the sole negligence of County.

3.5 INSURANCE:

3.5.1 **Contractor, at Contractor's own expense, shall purchase and maintain the herein stipulated minimum insurance from a company or companies duly licensed by the State of Arizona and possessing a current A.M. Best, Inc. rating of A+. In lieu of State of Arizona licensing, the stipulated insurance may be purchased from a company or companies, which are authorized to do business in the State of Arizona, provided that said insurance companies meet the approval of County. The form of any insurance policies and forms must be acceptable to County.**

3.5.2 All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the Contract is satisfactorily completed and formally accepted. Failure to do so may, at the sole discretion of County, constitute a material breach of this Contract.

3.5.3 Contractor's insurance shall be primary insurance as respects County, and any insurance or self-insurance maintained by County shall not contribute to it.

3.5.4 Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect the County's right to coverage afforded under the insurance policies.

- 3.5.5 The insurance policies may provide coverage that contains deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to County under such policies. Contractor shall be solely responsible for the deductible and/or self-insured retention and County, at its option, may require Contractor to secure payment of such deductibles or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.
- 3.5.6 County reserves the right to request and to receive, within 10 working days, certified copies of any or all of the herein required insurance certificates. County shall not be obligated to review policies and/or endorsements or to advise Contractor of any deficiencies in such policies and endorsements, and such receipt shall not relieve Contractor from, or be deemed a waiver of County's right to insist on strict fulfillment of Contractor's obligations under this Contract.
- 3.5.7 The insurance policies required by this Contract, except Workers' Compensation, shall name County, its agents, representatives, officers, directors, officials and employees as Additional Insureds.
- 3.5.8 The policies required hereunder, except Workers' Compensation, shall contain a waiver of transfer of rights of recovery (subrogation) against County, its agents, representatives, officers, directors, officials and employees for any claims arising out of Contractor's work or service.
- 3.5.9 Commercial General Liability:
- Commercial General Liability insurance and, if necessary, Commercial Umbrella insurance with a limit of not less than \$2,000,000 for each occurrence, \$2,000,000 Products/Completed Operations Aggregate, and \$4,000,000 General Aggregate Limit. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operations and blanket contractual coverage, and shall not contain any provision which would serve to limit third party action over claims. There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from explosion, collapse, or underground property damage.**
- 3.5.10 Automobile Liability:
- Commercial/Business Automobile Liability insurance and, if necessary, Commercial Umbrella insurance with a combined single limit for bodily injury and property damage of not less than \$2,000,000 each occurrence with respect to any of the Contractor's owned, hired, and non-owned vehicles assigned to or used in performance of the Contractor's work or services under this Contract.**
- 3.5.11 Workers' Compensation:
- 3.5.11.1 **Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of the work or services under this Contract; and Employer's Liability insurance of not less than \$1,000,000 for each accident, \$1,000,000 disease for each employee, and \$1,000,000 disease policy limit.**
- 3.5.11.2 Contractor waives all rights against County and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the Workers' Compensation and Employer's Liability or commercial umbrella liability insurance obtained by Contractor pursuant to this Contract.

3.5.12 Certificates of Insurance.

3.5.12.1 Prior to commencing work or services under this Contract, Contractor shall furnish the County with certificates of insurance, or formal endorsements as required by the Contract in the form provided by the County, issued by Contractor's insurer(s), as evidence that policies providing the required coverage, conditions and limits required by this Contract are in full force and effect. Such certificates shall identify this contract number and title.

3.5.13 Cancellation and Expiration Notice.

Insurance required herein shall not be permitted to expire, be canceled, or materially changed without thirty (30) days prior written notice to the County.

3.6 PROCUREMENT CARD ORDERING CAPABILITY:

County may determine to use a procurement card that may be used from time-to-time, to place and make payment for orders under this Contract. Contractors without this capability may be considered non-responsive and not eligible for award consideration.

3.7 INTERNET ORDERING CAPABILITY:

It is the intent of County to use the Internet to communicate and to place orders under this Contract. Contractors without this capability may be considered non-responsive and not eligible for award consideration.

3.8 ORDERING AUTHORITY.

3.8.1 Respondents should understand that any request for purchase of materials or services shall be accompanied by a valid purchase order, issued by Office of Procurement Services, or by a Certified Agency Procurement Aid (CAPA).

3.8.2 Maricopa County departments, cities, other counties, schools and special districts, universities, nonprofit educational and public health institutions may also purchase from under this Contract at their discretion and/or other state and local agencies (Customers) may procure the products under this Contract by the issuance of a purchase order to the Respondent. Purchase orders must cite the Contract number.

3.8.3 Contract award is in accordance with the Maricopa County Procurement Code. All requirements for the competitive award of this Contract have been met. A purchase order for the products is the only document necessary for Customers to purchase and for the Respondent to proceed with delivery of materials available under this Contract.

3.8.4 Any attempt to represent any product not specifically awarded under this Contract is a violation of the Contract. Any such action is subject to the legal and contractual remedies available to the County, inclusive of, but not limited to, Contract cancellation, suspension and/or debarment of the Respondent.

3.9 REQUIREMENTS CONTRACT:

3.9.1 Contractors signify their understanding and agreement by signing a bid submittal, that the Contract resulting from the bid will be a requirements contract. However, the Contract does not guarantee any minimum or maximum number of purchases will be made. It only indicates that if purchases are made for the materials contained in the Contract, they will be purchased from the Contractor awarded that item. Orders will only be placed when the County identifies a need and proper authorization and documentation have been approved.

3.9.2 County reserves the right to cancel Purchase Orders within a reasonable period of time after issuance. Should a Purchase Order be canceled, the County agrees to reimburse the Contractor but only for actual and documentable costs incurred by the Contractor due to and after issuance of the Purchase Order. The County will not reimburse the Contractor for any costs incurred after receipt of County notice of cancellation, or for lost profits, shipment of product prior to issuance of Purchase Order, etc.

3.9.3 Contractors agree to accept verbal notification of cancellation from the Office of Procurement Services Procurement Officer with written notification to follow. By submitting a bid in response to this Invitation for Bids, the Contractor specifically acknowledges to be bound by this cancellation policy.

3.10 UNCONDITIONAL TERMINATION FOR CONVENIENCE:

Maricopa County may terminate the resultant Contract for convenience by providing sixty (60) calendar days advance notice to the Contractor.

3.11 TERMINATION FOR DEFAULT:

If the Contractor fails to meet deadlines, or fails to provide the agreed upon service/material altogether, a termination for default will be issued. The termination for default will be issued only after the County deems that the Contractor has failed to remedy the problem after being forewarned.

3.12 TERMINATION BY THE COUNTY:

If the Contractor should be adjudged bankrupt or should make a general assignment for the benefit of its creditors, or if a receiver should be appointed on account of its insolvency, the County may terminate the Contract. If the Contractor should persistently or repeatedly refuse or should fail, except in cases for which extension of time is provided, to provide enough properly skilled workers or proper materials, or persistently disregard laws and ordinances, or not proceed with work or otherwise be guilty of a substantial violation of any provision of this Contract, then the County may terminate the Contract. Prior to termination of the Contract, the County shall give the Contractor fifteen- (15) calendar day's written notice. Upon receipt of such termination notice, the Contractor shall be allowed fifteen (15) calendar days to cure such deficiencies.

3.13 STATUTORY RIGHT OF CANCELLATION FOR CONFLICT OF INTEREST:

Notice is given that pursuant to A.R.S. § 38-511 the County may cancel any Contract without penalty or further obligation within three years after execution of the contract, if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County is at any time while the Contract or any extension of the Contract is in effect, an employee or agent of any other party to the Contract in any capacity or consultant to any other party of the Contract with respect to the subject matter of the Contract. Additionally, pursuant to A.R.S § 38-511 the County may recoup any fee or commission paid or due to any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County from any other party to the contract arising as the result of the Contract.

3.14 OFFSET FOR DAMAGES;

In addition to all other remedies at Law or Equity, the County may offset from any money due to the Contractor any amounts Contractor owes to the County for damages resulting from breach or deficiencies in performance of the contract.

3.15 ADDITIONS/DELETIONS OF SERVICE:

The County reserves the right to add and/or delete materials to a Contract. If a service requirement is deleted, payment to the Contractor will be reduced proportionately, to the amount

of service reduced in accordance with the bid price. If additional materials are required from a Contract, prices for such additions will be negotiated between the Contractor and the County.

3.16 SUBCONTRACTING:

3.16.1 The Contractor may not assign a Contract or Subcontract to another party for performance of the terms and conditions hereof without the written consent of the County. All correspondence authorizing subcontracting must reference the Bid Serial Number and identify the job project.

3.16.2 The Subcontractor's rate for the job shall not exceed that of the Prime Contractor's rate, as bid in the pricing section, unless the Prime Contractor is willing to absorb any higher rates. The Subcontractor's invoice shall be invoiced directly to the Prime Contractor, who in turn shall pass-through the costs to the County, without mark-up. A copy of the Subcontractor's invoice must accompany the Prime Contractor's invoice.

3.17 AMENDMENTS:

All amendments to this Contract shall be in writing and approved/signed by both parties. Maricopa County Office of Procurement Services shall be responsible for approving all amendments for Maricopa County.

3.18 ACCESS TO AND RETENTION OF RECORDS FOR THE PURPOSE OF AUDIT AND/OR OTHER REVIEW:

3.18.1 **In accordance with section MCI 371 of the Maricopa County Procurement Code the Contractor agrees to retain all books, records, accounts, statements, reports, files, and other records and back-up documentation relevant to this Contract for six (6) years after final payment or until after the resolution of any audit questions which could be more than six (6) years, whichever is latest. The County, Federal or State auditors and any other persons duly authorized by the Department shall have full access to, and the right to examine, copy and make use of, any and all said materials.**

3.18.2 **If the Contractor's books, records , accounts, statements, reports, files, and other records and back-up documentation relevant to this Contract are not sufficient to support and document that requested services were provided, the Contractor shall reimburse Maricopa County for the services not so adequately supported and documented.**

3.19 PUBLIC RECORDS:

**All Offers submitted and opened are public records and must be retained by the Records Manager at the Office of Procurement Services. Offers shall be open to public inspection after Contract award and execution, except for such Offers deemed to be confidential by the Office of Procurement Services. If an Offeror believes that information in its Offer should remain confidential, it shall indicate as confidential, the specific information and submit a statement with its offer detailing the reasons that the information should not be disclosed. Such reasons shall include the specific harm or prejudice which may arise. The Records Manager of the Office of Procurement Services shall determine whether the identified information is confidential pursuant to the Maricopa County Procurement Code.**

3.20 AUDIT DISALLOWANCES:

If at any time it is determined by the County that a cost for which payment has been made is a disallowed cost, the County shall notify the Contractor in writing of the disallowance and the required course of action, which shall be at the option of the County either to adjust any future claim submitted by the Contractor by the amount of the disallowance or to require repayment of the disallowed amount by the Contractor forthwith issuing a check payable to Maricopa County.

**3.21 VALIDITY:**

The invalidity, in whole or in part, of any provision of the Contract shall not void or affect the validity of any other provision of the Contract.

**3.22 RIGHTS IN DATA:**

The County shall have the use of data and reports resulting from a Contract without additional cost or other restriction except as may be established by law or applicable regulation. Each party shall supply to the other party, upon request, any available information that is relevant to a Contract and to the performance thereunder.

**3.23 RELATIONSHIPS:**

In the performance of the services described herein, the Contractor shall act solely as an independent contractor, and nothing herein or implied herein shall at any time be construed as to create the relationship of employer and employee, partnership, principal and agent, or joint venture between the County and the Contractor.

**3.24 CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**

3.24.1 The undersigned (authorized official signing for the Contractor) certifies to the best of his or her knowledge and belief, that the Contractor, defined as the primary participant in accordance with 45 CFR Part 76, and its principals:

3.24.1.1 are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or agency;

3.24.1.2 have not within 3-year period preceding this Contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3.24.1.3 are not presently indicted or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and

3.24.1.4 have not within a 3-year period preceding this Contract had one or more public transaction (Federal, State or local) terminated for cause of default.

3.24.2 Should the Contractor not be able to provide this certification, an explanation as to why should be attached to the Contact.

3.24.3 The Contractor agrees to include, without modification, this clause in all lower tier covered transactions (i.e. transactions with subcontractors) and in all solicitations for lower tier covered transactions related to this Contract.

**3.25 ALTERNATIVE DISPUTE RESOLUTION:**

3.25.1 After the exhaustion of the administrative remedies provided in the Maricopa County Procurement Code, any contract dispute in this matter is subject to compulsory arbitration. Provided the parties participate in the arbitration in good faith, such arbitration is not binding and the parties are entitled to pursue the matter in state or federal court sitting in Maricopa County for a de novo determination on the law and facts.

If the parties cannot agree on an arbitrator, each party will designate an arbitrator and those two arbitrators will agree on a third arbitrator. The three arbitrators will then serve as a panel to consider the arbitration. The parties will be equally responsible for the compensation for the arbitrator(s). The hearing, evidence, and procedure will be in accordance with Rule 74 of the Arizona Rules of Civil Procedure. Within ten (10) days of the completion of the hearing the arbitrator(s) shall:

- 3.25.1.1 Render a decision;
- 3.25.1.2 Notify the parties that the exhibits are available for retrieval; and
- 3.25.1.3 Notify the parties of the decision in writing (a letter to the parties or their counsel shall suffice).

3.25.2 Within ten (10) days of the notice of decision, either party may submit to the arbitrator(s) a proposed form of award or other final disposition, including any form of award for attorneys' fees and costs. Within five (5) days of receipt of the foregoing, the opposing party may file objections. Within ten (10) days of receipt of any objections, the arbitrator(s) shall pass upon the objections and prepare a signed award or other final disposition and mail copies to all parties or their counsel.

3.25.3 Any party which has appeared and participated in good faith in the arbitration proceedings may appeal from the award or other final disposition by filing an action in the state or federal court sitting in Maricopa County within twenty (20) days after date of the award or other final disposition. Unless such action is dismissed for failure to prosecute, such action will make the award or other final disposition of the arbitrator(s) a nullity.

3.26 VERIFICATION REGARDING COMPLIANCE WITH ARIZONA REVISED STATUTES §41-4401 AND FEDERAL IMMIGRATION LAWS AND REGULATIONS:

3.26.1 By entering into the Contract, the Contractor warrants compliance with the Immigration and Nationality Act (INA using e-verify) and all other federal immigration laws and regulations related to the immigration status of its employees. The contractor shall obtain statements from its subcontractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the Contract. The Contractor and its subcontractors shall also maintain Employment Eligibility Verification forms (I-9) as required by the Immigration Reform and Control Act of 1986, as amended from time to time, for all employees performing work under the Contract and verify employee compliance using the E-verify system. I-9 forms are available for download at USCIS.GOV.

3.26.2 The County may request verification of compliance for any contractor or subcontractor performing work under the Contract. Should the County suspect or find that the Contractor or any of its subcontractors are not in compliance, the County may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or department of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

~~3.27 VERIFICATION REGARDING COMPLIANCE WITH ARIZONA REVISED STATUTES §§35-391.06 AND 35-393.06 BUSINESS RELATIONS WITH SUDAN AND IRAN:~~

~~3.27.1 By entering into the Contract, the Contractor certifies it does not have scrutinized business operations in Sudan or Iran. The contractor shall obtain statements from its subcontractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the Contract.~~

~~3.27.2 The County may request verification of compliance for any contractor or subcontractor performing work under the Contract. Should the County suspect or find that the Contractor or any of its subcontractors are not in compliance, the County may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or department of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.~~

3.28 INFLUENCE

**As prescribed in MC1-1202 of the Maricopa County Procurement Code, any effort to influence an employee or agent to breach the Maricopa County Ethical Code of Conduct or any ethical conduct, may be grounds for Disbarment or Suspension under MC1-902.**

**An attempt to influence includes, but is not limited to:**

- 3.28.1 **A Person offering or providing a gratuity, gift, tip, present, donation, money, entertainment or educational passes or tickets, or any type valuable contribution or subsidy,**
- 3.28.2 **That is offered or given with the intent to influence a decision, obtain a contract, garner favorable treatment, or gain favorable consideration of any kind.**

**If a Person attempts to influence any employee or agent of Maricopa County, the Chief Procurement Officer, or his designee, reserves the right to seek any remedy provided by the Maricopa County Procurement Code, any remedy in equity or in the law, or any remedy provided by this contract.**

3.29 CONTRACTOR LICENSE REQUIREMENT:

- 3.29.1 The Respondent shall procure all permits, licenses and pay the charges and fees necessary and incidental to the lawful conduct of his business. The Respondent shall keep fully informed of existing and future Federal, State and Local laws, ordinances, and regulations which in any manner affect the fulfillment of a Contract and shall comply with the same.
- 3.29.2 Respondents furnishing finished products, materials or articles of merchandise that will require installation or attachment as part of the Contract, shall possess any licenses required. A Respondent is not relieved of its obligation to possess the required licenses by subcontracting of the labor portion of the Contract. Respondents are advised to contact the Arizona Registrar of Contractors, Chief of Licensing, at (602) 542-1502 to ascertain licensing requirements for a particular contract. Respondents shall identify which license(s), if any, the Registrar of Contractors requires for performance of the Contract.