



City of Hamilton

Report for Consideration

To: Chair and Members
Audit, Finance and Administration Committee

Date: April 16, 2026

Report No: FCS26037

Subject/Title: Request to Extend Contract for Secure Transportation of Funds Services

Ward(s) Affected: (City Wide)

Recommendations

- (a) Pursuant to Procurement Policy #11 – Non-competitive Procurements, that the extension to Contract A-01-19 for the provision of secure transportation of funds services until April 30, 2027 **BE APPROVED** and that the General Manager, Corporate Services Department **BE AUTHORIZED AND DIRECTED** to negotiate, enter into and execute the extension and any ancillary documents required to give effect thereto with Brink’s Canada Limited, in a form satisfactory to the City Solicitor.
- (b) That staff **BE DIRECTED** to release publicly the negotiated awarded cost of the contract extension in the applicable quarterly status report for Emergency and Non-competitive Procurements.

- (c) That the contents of Appendix “A” to Report FCS26037 **REMAIN CONFIDENTIAL.**

Key Facts

- The purpose of this report is to seek approval to extend the City’s contract for secure transportation of funds services (armoured car services) with Brinks Canada Limited (Brinks).
- The current contract, including all extension options, is set to expire on April 30, 2026.
- The City cannot internally maintain these services or issue a competitive procurement process in time without risking service interruptions.

Financial Considerations

The cost for secure transportation of funds services with Brinks for 2023, 2024 and 2025 was approximately \$195,437, \$205,725, and \$203,227 respectively.

Annual operating budgets, as applicable, will incur additional expenses as a direct result of any negotiated price increase resulting from the contract extension with Brinks Canada Limited. Please refer to Confidential Memo FCS26037 and Confidential Appendix A of the report. While the extent of any potential price increase is not known at this time, the proposed negotiations will focus on mitigating the scale of any increases associated with recent inflationary pressures.

Brinks is the current provider of secure transportation of funds for the City of Hamilton (City). The services provided under contract include pick-up of deposits from City locations, security car transportation, coin counting and coin wrapping and boxing and delivery of deposits to the City’s bank.

The City has maintained a long-standing contractual relationship with Brinks since 2008, with five-year agreements subsequently negotiated in 2013 and 2018. The current agreement is scheduled to expire on April 30, 2026.

Previously, in 2008, 2013 and 2018, Council authorized the negotiation and execution of contracts with Brinks. Prior to the 2008 agreement, the City experienced significant issues, including instances of fraud, with the previous provider of secure transportation of funds services. In response to these issues, Council directed staff to strengthen the City's procurement practices for contracts of a sensitive nature. These changes are currently in By-law No. 20-205, as amended, Procurement Policy, Policy #5 - Determining the Procurement Process, Section 4.5(5);

"Where there is an incumbent vendor on a corporate City Contract which is of a highly sensitive nature due to the risk associated with financial loss, confidentiality or the handling of sensitive information, a report shall be forwarded to the applicable standing committee of Council and Council to seek direction on the type of procurement process to be followed for the acquisition of the Good and/or Service."

Analysis

Since late 2024, the Procurement and the Financial Services Divisions have been working on developing the scope of services for secure transportation of funds services with the intent of issuing a competitive Request for Proposals and awarding a new contract. Competing priorities to address the United States' government tariffs and the Buy Local, Buy Canadian initiative as well as the implementation of the City's interim financial system have required both Procurement and Financial Services staff to pivot away from completing the Request for Proposals.

Given the specialized nature of these services and the City's operational requirements for secure cash handling and transportation, staff recommend negotiating a one-year contract extension with Brinks to ensure continuity of service beyond the current contract term.

Brinks has established operational protocols, security clearances, and service schedules that are integrated with the City's cash handling processes across multiple facilities. Negotiating a contract extension with Brinks will allow the City to maintain secure and reliable service delivery and to allow staff additional time to finalize and issue the Request for Proposals and award a new contract.

Prior to considering a contract extension, Procurement Division staff consulted with City client departments currently receiving Brink's services. Staff received positive feedback on Brink's vendor performance, noting only minimum recommendations for improvement which will be discussed during proposed negotiations.

Procurement staff also performed due diligence with its respective colleagues through the Ontario Public Buyers Association (OPBA) as well as directly with colleagues at other Greater Toronto Hamilton Area (GTHA) municipalities. Feedback was requested regarding their method of securing a provider and it was determined that the market for secure transportation of funds services remains very limited with only a small number of vendors who typically perform this work. Some municipalities have indicated that they continue to single source these services while others have issued a competitive process in the past.

Alternatives

Alternatively, the secure transportation of funds services could be released to the competitive market through a formal bid process. This approach could result in transitioning to a new service provider which would require extensive planning, including implementation of new service protocols, staff training, and change management.

Procurement staff would need to manage the competitive process, and additional operational staff would be required to oversee the transition, ensure continuity of service, and address any unforeseen issues. This option would likely increase administrative tasks, costs, and operational risk compared to extending the contract with Brinks.

This alternative is not being recommended given current operational demands within both the Procurement Division and the Financial Services Division. Both divisions do not have the resources nor the capacity to complete a competitive procurement and award a new contract prior to April 30, 2026.

Relationship to Council Strategic Priorities

3. Responsiveness & Transparency

3.3 Build a high performing public service

Previous Reports Submitted

- [FCS18069 Armoured Car Services - Authorization to Negotiate \(City Wide\) Audit, Finance, and Administration Committee July 13, 2018](#)

Consultation

Legal and Risk Management Services Division

Financial Services Division

Appendices and Schedules Attached

Confidential Appendix "A" to Report FCS26037

Confidential Appendix A is private and confidential in accordance with Section 239(2)(k) of the Municipal Act 2001 as the subject matter pertains to a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

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