

**AGENDA**



**Recommendation for Council Action (Purchasing)**

Austin City Council	Item ID:	54030	Agenda Number	42.
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Meeting Date:	March 31, 2016
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Department:	Purchasing
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Subject

Authorize negotiation and execution of a 36-month contract with BANK OF AMERICA, or one of the other qualified offerors to Request for Proposal SLW0506, to provide credit card processing services in an amount not to exceed \$3,000,000, with two 24-month extension options in an amount not to exceed \$2,000,000 per extension option, for a total contract amount not to exceed \$7,000,000.

Amount and Source of Funding

Funding in the amount of \$500,000 is available in the Fiscal Year 2015-2016 Operating Budget of the Transportation Department. Funding for the remaining 30 months of the original contract period and extension options are contingent upon available funding in future budgets.

Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Best evaluated proposal received.
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Prior Council Action:	
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For More Information:	Sandy Wirtanen, Senior Buyer, 512-974-7711
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Boards and Commission Action:	
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Related Items:	
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MBE / WBE:	This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods and services required for this solicitation, there were insufficient subcontracting opportunities; therefore, no subcontracting goals were established.
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Additional Backup Information

The contract will provide credit card processing services for the parking enterprise at the City's pay stations and single space meters. Credit card acceptance by the City is a customer convenience that provides citizens an additional payment option to cash.

The evaluation panel, which included individuals from Transportation and Treasury, evaluated the proposals based on the merchant processing service program, financial viability and business organization, project management and personnel, applicable experience and qualifications, local business presence and total evaluated cost.

This request allows for the development of a contract with a qualified offeror that Council selects. If the City is unsuccessful in negotiating a satisfactory contract with the selected offeror, negotiations will cease with that offeror. Staff will return to Council so Council may select another qualified offeror and authorize contract negotiations with this offeror.

The current contract for City transactions expires March 2017; however, placing Parking Enterprise on their own contract will save the City \$18,00-\$20,000 per month.

A complete solicitation package, including a response list, is on file with the City's Purchasing Office and is available on the City's Financial Services Austin Finance Online website. Link: [Solicitation Documents](#)

MBE /WBE solicited: 0/0

MBE /WBE bid: 0/0

#### **PRICE ANALYSIS**

- a. Adequate competition.
- b. 82 notices were sent and there are no known MBEs or WBEs for this commodity code. Five proposals were received. Multiple notices may be sent to the same vendor, e.g. one vendor may have multiple email addresses/fax numbers.

#### **APPROVAL JUSTIFICATION**

- a. Best evaluated proposal.
- b. The Purchasing Office recommends contract award consistent with the evaluation committee.
- c. Advertised in the Austin American Statesman and on the internet.