SUBJECT: **TAX COLLECTOR MERCHANT PAYMENT SERVICES WITH CONVENIENCE FEES - (CSPEC)**

BID # ESC-0253-13 OPEN DATE: 1**0/17/2012**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT- THREE (3) YEARS FROM EXECUTED CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

FOR: **TAX COLLECTOR**

BASIS OF AWARD: **BIDDERS RECEIVING THE HIGHEST SCORE BASED ON EVALUATION CRITERIA**

NUMBER OF BIDS INVITED: **40** NUMBER RECEIVED: **2** OTHER: **5**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second of three (3) renewal options with Intuition System, Inc. dba Bill2Pay for merchant payment services with convenience fees. Period of service is from March 7, 2017 through March 6, 2018, at no cost to the City.

To be executed by formal contract amendment through the Office of General Counsel (Contract #9828)

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

ANALYST _____ RESPECTFULLY SUBMITTED _____
Annette Burney Gregory Pease, Chief
Procurement Division

CONCURRENCE BY: Debra Doran, Chief Financial Officer, Duval County Tax Collector

---

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING_____ MEMBERS DISAPPROVING_____ DATE:_____

_____ _____ OTHER_____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED_____ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

DUVAL COUNTY TAX COLLECTOR

www.coj.net/tc
taxcollector@coj.net

MICHAEL CORRIGAN
TAX COLLECTOR

231 E. FORSYTH ST., SUITE 100
JACKSONVILLE, FLORIDA 32202-3356

To: Greg Pease, Chief, Procurement, Intra-Governmental Services

From: Debra Doran, Chief Financial Officer, Duval County Tax Collector

Date: February 14, 2017

Re: ESC-0253-13 – Intuition Systems

The City of Jacksonville awarded ESC-0253-13 to **Intuition System, Inc. dba Bill2Pay** to provide merchant payment services.

The Duval County Tax Collector, with concurrence from **Intuition System, Inc. dba Bill2Pay**, would like to exercise the second of the three one-year renewal options for the time period of March 7, 2017 through March 6, 2018. There is no indebtedness to the City of Jacksonville as the contract is paid by convenience fees.

Your favorable response is appreciated.

CC: Annette Leslie-Burney, Purchasing Analyst, Procurement Division

Bill2Pay
total payment solutions

727.524.3511 • Fax: 727.535.0707 • www.Bill2Pay.com
4700 140th Avenue North • Suite 106 • Clearwater, Florida 33762

February 15, 2017

Duval County Tax Collector
Ms. Debra Doran
231 E Forsyth St
Jacksonville, FL 32202

Re: Renewal Option for Credit/Debit Merchant Payment Services with Convenience Fees

Dear Debbie,

Please accept this letter as official notification that Bill2Pay is in agreement with the 1-year renewal option for the above referenced contract from March of 2017 to March of 2018.

Should you have any questions, please feel free to reach out to me directly,

Sincerely,

Kathy Wilson
Executive Director of Operations
Bill2Pay
727-499-3950
Kathy.wilson@bill2pay.com

COMMITTED TO COMPLIANCE
PCI LEVEL 1 COMPLIANT
SSAE TYPE II AUDITED
NACHA AUDITED
LOCKBOX 189 CHECKPOINTS
CONTINUOUS INTERNAL AUDITS

SUBJECT: **TAX COLLECTOR MERCHANT PAYMENT SERVICES WITH CONVENIENCE FEES - (CSPEC)**

BID # ESC-0253-13 OPEN DATE: **10/17/2012**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT- THREE (3) YEARS FROM EXECUTED CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

FOR: **TAX COLLECTOR**

BASIS OF AWARD: **BIDDERS RECEIVING THE HIGHEST SCORE BASED ON EVALUATION CRITERIA**

NUMBER OF BIDS INVITED: **40** NUMBER RECEIVED: **2** OTHER: **5**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from March 7, 2016 to date of award.

Recommend approval to utilize the first of three (3) renewal options with Intuition System, Inc. dba Bill2Pay for merchant payment services with convenience fees. Period of service is from date of award through March ~~7~~ 6, 2017 at no cost to the City of Jacksonville.

To be executed by formal contract amendment #1 through the Office of General Counsel (Contract #9828)

Attachments: Recommendation Memo, Vendor Letter, Contract and Previous Award

ANALYST _____ Annette Burney

RESPECTFULLY SUBMITTED _____ Gregory Pease, Chief Procurement Division

CONCURRENCE BY: Michael Corrigan, Duval County Tax Collector

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING _____ DATE: 3/31/16

Debra Doran _____ OTHER _____

Teresa R. Eithan _____

_____

James R. McCain _____

_____

ACTION OF AWARDING AUTHORITY DATE 3/31/16

APPROVED ✓ DISAPPROVED: _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

SUBJECT: **TAX COLLECTOR MERCHANT PAYMENT SERVICES WITH CONVENIENCE FEES - (CSPEC)**

BID # ESC-0253-13 OPEN DATE: **10/17/2012**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT- THREE (3) YEARS FROM EXECUTED CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

FOR: **TAX COLLECTOR**

BASIS OF AWARD: **BIDDERS RECEIVING THE HIGHEST SCORE BASED ON EVALUATION CRITERIA**

NUMBER OF BIDS INVITED: 40 NUMBER RECEIVED: 2 OTHER: 5

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
RECOMMEND APPROVAL TO AWARD INTUITION SYSTEMS, INC. DBA BILL2PAY AS A RESULT OF NEGOTIATIONS FOR MERCHANT PAYMENT SERVICES WITH CONVENIENCE FEES FOR THE PERIOD OF THREE (3) YEARS FROM EXECUTION OF CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS AT NO COST TO THE CITY OF JACKSONVILLE.

ATTACHMENTS: RECOMMENDATION MEMO, BILL2PAY AGREEMENT, PREVIOUS AWARD

BUYER Deidra Baines
DEIDRA BAINES

RESPECTFULLY SUBMITTED
for GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **MICHAEL CORRIGAN, TAX COLLECTOR**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING _____ DATE: 01/10/13

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 1/15/13

APPROVED _____ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

Cleveland Ferguson, III
Deputy Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of
Executive Order No. 2012-17

SUBJECT: TAX COLLECTOR MERCHANT PAYMENT SERVICES WITH CONVENIENCE FEES - (CSPEC)

BID # ESC-0253-13 OPEN DATE: 10/17/2012

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT- THREE (3) YEARS FROM EXECUTED CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

FOR: TAX COLLECTOR

BASIS OF AWARD: BIDDERS RECEIVING THE HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 40 NUMBER RECEIVED: 2 OTHER: 5

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
RECOMMEND APPROVAL TO REJECT POINT & PAY, LLC. FOR FAILURE TO MEET THE REQUIRED MINIMUM QUALIFICATIONS, FAILURE TO ACKNOWLEDGE ADDENDUM ONE (1) AND FOR NOT UTILIZING THE REVISED BID PROPOSAL FORM CONTAINED IN THE ADDENDUM.

RECOMMEND APPROVAL TO ENTER NEGOTIATIONS WITH INTUITION SYSTEMS, INC. DBA BILL2PAY FOR MERCHANT PAYMENT SERVICES WITH CONVENIENCE FEES. THE RESULTS OF THE NEGOTIATIONS WILL BE DOCUMENTED AND BROUGHT BEFORE THE CSPEC COMMITTEE FOR APPROVAL.

ATTACHMENTS: RECOMMENDATION MEMO, AWARD LANGUAGE, ADDENDUM, BID TABULATION SHEET, SCORING SHEETS, REJECTION LETTER

BUYER Deidra Baines
DEIDRA BAINES

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: MICHAEL CORRIGAN, TAX COLLECTOR

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING _____ DATE: 11/15/12

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 11/16/12

APPROVED ✓ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION

Cleveland Ferguson, III
Deputy Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of
Executive Order No. 2012-17