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

AGENCY: 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 amend the contract with Intuition System, Inc. dba Bill2Pay to change the pricing for the online eCheck convenience fee from $2.50 to $1.00 for the period ending March 6, 2018. The estimated annual expenditure amount is $60,000.00.

Funding Source: TCSG017-03410 - To be executed by formal contract amendment through the Office of General Counsel (Contract #9828)

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

ANALYST _____ Annette Burney

RESPECTFULLY SUBMITTED _____ Gregory Pease, Chief Procurement Division

CONCURRENCE BY: Kevin Rock, Director of Administrative Services, Tax Collector

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(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 200
JACKSONVILLE, FLORIDA 32202-3356

TO: Gregory Pease, Chief of Procurement
FROM: Michael Corrigan, Tax Collector
Kevin Rock, Director of Administrative Services, Tax Collector
SUBJECT: Contract Amendment COJ Contract #9828/Award ESC-0253-13
DATE: September 20, 2017

The City of Jacksonville, representing the Tax Collector, is currently under contract (Contract #9828) witl Intuition Systems, Inc. dba Bill2Pay for the processing of all web based credit, debit, and e-checl payments. In Exhibit B – Pricing and Payment Information, the price for an E-Check is $2.50. The Ta: Collector currently passes that amount to the taxpayer using the convenience fee model available t government entities.

During the budget process, the City Council's Finance committee appropriated $60,000 and approve any necessary waivers to amend the current contract in order for the Tax Collector to absorb an incurred fees associated with E-Checks. The Tax Collector and Intuition Systems agreed upon the pric of $1.00 per E-Check transaction processed on our website. The price decrease results from changin from the two transaction convenience fee model where the taxpayer pays all fees to a single transaction absorbed model, where the Tax Collector is billed for the E-Check fees.

Please make an amendment to City of Jacksonville Contract #9828 to reflect the change in E-Check fe for Property Taxes and Non Property Tax from $2.50 to $1.00 for the life of the contract. The initi estimated annual expenditure is not to exceed $60,000.00.

Bill2Pay
total payment solutions

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

Duval County Tax Collector's Office
Michael Corrigan – Tax Collector
231 E Forsyth St. Room 300A
Jacksonville, FL 32202

September 20th 2017

Regarding: Pricing Change for online eCheck payments

Dear Mr. Corrigan,

As we have discussed we are ready to change the pricing for your online eCheck payments from a convenience of $2.50 that is currently being passed on to the customer to an absorbed model, where the customer would not be charge any extra fee. Bill2Pay will bill your office $1.00 for each eCheck transaction.

If you have any questions, please feel free to contact me at iris.kraft@bill2pay.com or on my cell at (727) 902-5406.

Sincerely,

Iris Kraft

President, Chief Sales Officer

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 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: Annette Burney

RESPECTFULLY SUBMITTED: Gregory Pease, Chief Procurement Division

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

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

MEMBERS APPROVING 4 MEMBERS DISAPPROVING Ø DATE: 2/23/17

Teresa R. Eichar

OTHER

ACTION OF AWARDING AUTHORITY DATE 2/23/17

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 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, 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

Teresa R. Eilheer

OTHER _____

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 Kevin Brown
Under Authority of
Executive Order No. 2012-17