



Pinellas County

Staff Report

File #: 23-1662A, Version: 1

Subject:

Participant amendment with Bank of America, N.A. for electronic payment provider services.

Recommended Action:

Approval of the participant amendment and purchase authorization with Bank of America, N.A. for electronic payment provider services.

- This agreement provides a mechanism for County departments and agencies to accept payment for County goods and services via credit card and is administered by the Purchasing and Risk Management Division; there are twenty-five point of sale locations where the public may use their credit cards to pay for County goods and services.
- The purchase authorization is effective per the pricing, terms, and conditions of the Central Florida Expressway Authority f/k/a Orlando Orange County Expressway Authority Master Services Agreement Contract No. 00090 dated June 14, 2013, and renews annually automatically.
- County departments/agencies requiring merchant services includes Animal Services, Building and Development Review Services, Convention and Visitors Bureau, Economic Development, Human Services, Parks and Conservation Resources, and Solid Waste.
- This purchase authorization replaces the long standing state of Florida contract; no extensions are available. The fee structure for the new contract remains essentially the same as this contract.

The request is fully budgeted for in the Fiscal Year 2024 Adopted Budget. Funding will be derived from the operating budgets of requesting departments and agencies and will include multiple funds, centers, accounts, and programs. Contract No. 24-0028-S in the annual amount of \$350,000.00 for a 12-month term.

Strategic Plan:

Deliver First Class Services to the Public and Our Customers

5.2 Be responsible stewards of the public's resources

5.3 Ensure effective and efficient delivery of county services and support

Summary:

This Participation Amendment for electronic payment provider services provides a mechanism for County departments to accept payment for County goods and services via credit card. Additionally, this payment authorization provides payment gateways, other services, and equipment for payment card acceptance.

The Participation Amendment is effective per the pricing, terms, and conditions of Central Florida Expressway Authority fka Orlando Orange County Expressway Authority Master Services Agreement dated June 14, 2013. Additionally, the agreement has indemnification language that conflicts with

County Resolution No. 06-70 which prohibits the County from indemnifying others in most circumstances. County staff requested Bank of America modify their indemnification language, but Bank of America will not change their requirements per their agreement.

Background Information:

Central Florida Expressway Authority fka Orlando Orange County Expressway Authority solicited an RFP No. 000900 for Merchant Card Services in December 2012 to establish a contract for merchant card services. The Central Florida Expressway Authority fka Orlando Orange County Expressway Authority successfully negotiated Contract No. 000900, and Central Florida Expressway Authority fka Orlando Orange County Expressway Authority executed the agreement with a contract effective date of June 14, 2013. The contract renews annually automatically unless terminated by the parties.

Fiscal Impact:

Not-to-exceed twelve-month purchase authorization: \$350,000.00

This request is fully budgeted for in the FY24 Adopted Budget. Funding will be derived from the operating budgets of requesting departments and agencies and will include multiple funds, centers, accounts, and programs.

Staff Member Responsible:

Merry Celeste, Division Director, Purchasing & Risk, Administrative Services
Joe Lauro, Director, Administrative Services

Partners:

N/A

Attachments:

Participant Amendment