SUBJECT: Piggyback West Palm Beach Contract Bill2pay Retail Lockbox Solution W/ Intuition Systems Inc.

BID #: PFX-0379-14 **OPEN DATE:** 11/25/2013

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service – Three (3) Year from Date of Award with Two (2) One (1) Year Renewal Options

AGENCY: Tax Collector

BASIS OF AWARD: Piggyback West Palm Beach Florida Contract 12-13-207

NUMBER OF BIDS INVITED: (0) **NUMBER RECEIVED:** (0) **OTHER: (0)**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify award from June 1, 2016 through date of award.

Recommend approval to extend the contract with Intuition Systems Inc. dba Bill2Pay to Bill2Pay, LLC, through May 31, 2018 in accordance with the City of West Palm Beach's contract extension. The amount requested for this period not-to-exceed $75,000.00, with a revised contract expenditure not-to-exceed $262,000.00.

Funding for this award to be encumbered by account TCSG017-03410 to be executed by formal contract (#10008) amendment through the Office of the General Counsel.

Attachments: Recommendation Memo, City of West Palm Beach Extension Memo, Previous Awards

ANALYST _____ CHELSEY FLEMING **RESPECTFULLY SUBMITTED** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: KEVIN ROCK, DIRECTOR OF ADMINISTRATIVE SERVICES, DUVAL TAX COLLECTOR

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC 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

Memorandum

Date: June 20, 2017

To: Greg Pease, Chief, Procurement Division

From: Kevin Rock, Director of Administrative Services, Duval County Tax Collector
Debra Doran, Chief Financial Officer, Duval County Tax Collector

Subject: P XF-0379-1~~5~~4

PXF-0379-14

The Duval County Tax Collector's Office requests an amendment to ~~XF-0379-15~~ continuing and extending the piggy-back of the City of West Palm Beach's contract for Lockbox for Citywide Collection of Revenue with Intuition/Bill2Pay through May 31, 2018 and increases the not-to-exceed amount by $75,000.00 to ~~$225,000~~.00.
$262,000.00

Fleming, Chelsey

From: Doran, Debra
Sent: Thursday, June 22, 2017 1:13 PM
To: Fleming, Chelsey
Subject: RE: Intuition/Bill2Pay

TCSG017-03410

From: Fleming, Chelsey
Sent: Thursday, June 22, 2017 10:07 AM
To: Doran, Debra
Subject: RE: Intuition/Bill2Pay

I forgot to also ask, what is the funding source for this requested amount?

Chelsey Fleming
Purchasing Analyst
Procurement Division
City of Jacksonville
cfleming@coj.net
Direct 904.255.8826

From: Fleming, Chelsey
Sent: Thursday, June 22, 2017 10:06 AM
To: Doran, Debra
Subject: RE: Intuition/Bill2Pay

Good morning Debra,

I want to make sure I understand this request memo properly. You are requesting an increase of $75,000.00 for the extension period, is that correct?

Thank you,
Chelsey Fleming
Purchasing Analyst
Procurement Division
City of Jacksonville
cfleming@coj.net
Direct 904.255.8826

MEMO

WEST PALM BEACH
City Attorney

To: **Jeri Muoio, Mayor**

From: Suzanne H. Payson, Assistant City Attorney

Date: May 20, 2016

Matter No: **16-12950.002**

Dept. 330 Construction Svs

Re: **Bill 2 Pay, Intuition Systems; Amd #1; Extend Term; Lockbox for Citywide Collection of Revenue; MP**

RECEIVED
MAY 20 2016
City of West Palm Beach
Mayor's Office

Transmitted herewith are original documents which have been reviewed and approved for legal sufficiency. Kindly forward the documents, along with this memo, to the City Clerk's Office.

To: **Office of the City Clerk**

The Mayor is authorized to execute the document in accordance with:

_Y_ Procurement Code
___ Commission Approval. Resolution No.
___ City Charter

RECEIVED
MAY 24 2016
CITY OF WEST PALM BEACH
OFFICE OF THE CITY CLERK

Please take the actions indicated below with respect to these documents:

_Y_ Attest to the execution of the Agreement by the Mayor
_Y_ Insert the date of execution beneath the Mayor's signature (if not already dated).

Estimated Record Retention Review: July 2023
(Non-construction: 5 years from estimated completion and final payment)
(Construction related: 10 years from estimated completion and final payment)

Please **retain one original** as a public record and forward the other original to:

Suzanne H. Payson, Assistant City Attorney

bm

05/24/2016 02.10.49 pm

Agreement / Contract Name: CON14

Agreement / Contract Date: June 25, 2013

AMENDMENT NO. _____
[Term Extension]

CITY'S ORIGINAL

Contract No. 12950, D02

THIS AMENDMENT No _____ ("Amendment") is entered into by and between the **CITY OF WEST PALM BEACH** ("City") and Intuition/Bill2Pay ("Contractor/Consultant/Provider/Supplier" referred to as "Contractor "for convenience).

WHEREAS, the parties desire to extend the Agreement / Contract, and in consideration of good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Contractor hereby agree as follows.

1. **Term**. The term of the Agreement/Contract is hereby extended for an additional two year period expiring May 31, 2018. Extension terms, conditions and rates shall be the same as the original Agreement / Contract.

2. **Effect of Amendment**. Except to the extent the Agreement / Contract expiration date is modified by this Amendment, the terms and provisions of the Agreement / Contract, as may be previously amended, shall remain unmodified and in full force and effect. In the event of a conflict between the terms of the Agreement / Contract, as may be previously amended and the terms of this Amendment, the terms of this Amendment shall govern and prevail.

Contractor:
Intuition/Bill2Pay

By: _____

Print Name: Kathy Wilson

Title: Director of Operations

CITY OF WEST PALM BEACH

By: _____
Geraldine Muoio, Mayor

Attest: _____
City Clerk

Dated 5/24, 20 16

CITY ATTORNEY'S OFFICE
Approved as to form and legal sufficiency
By: _____

FORM DU KXTNDTERM 041213

05/24/2016 02:10 49 pm

SUBJECT: Piggyback West Palm Beach Contract Bill2pay Retail Lockbox Solution W/ Intuition Systems Inc.

BID #: PFX-0379-14 **OPEN DATE:** 11/25/2013

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service – Three (3) Year from Date of Award with Two (2) One (1) Year Renewal Options

AGENCY: Tax Collector

BASIS OF AWARD: Piggyback West Palm Beach Florida Contract 12-13-207

NUMBER OF BIDS INVITED: (0) **NUMBER RECEIVED:** (0) **OTHER: (0)**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to amend award dated March 21, 2014 to change the vendors name from Intuition Systems Inc. dba Bill2Pay to Bill2Pay, LLC, with no changes to current pricing or terms and conditions. Total estimated expenditure will remain in the amount of $187,000.00.

Funding for this award to be encumbered by account TCSG017-03410 to be executed by formal contract #10008, amendment two (2) through the Office of the General Counsel.

Attachments: Vendors Email, W-9, Previous Award

ANALYST KATHY NASWORTHY **RESPECTFULLY SUBMITTED**

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: MICHAEL CORRIGAN, TAX COLLECTOR

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 07/16/15

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 7/17/15

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION

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

SUBJECT: PIGGYBACK WEST PALM BEACH CONTRACT BILL2PAY RETAIL LOCKBOX SOLUTION W/ INTUITION SYSTEMS INC.

BID #: PXF-0379-14 **OPEN DATE: 11/25/2013**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE-THREE (3) YEARS FROM DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: TAX COLLECTOR

BASIS OF AWARD: PIGGYBACK WEST PALM BEACH FLORIDA CONTRACT 12-13-207

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS: Recommend approval of award to piggyback contract NO: 12-13-207 between West Palm Beach Florida and Intuition Systems Inc., for the collection of payments using the Bill2Pay Retail Lockbox Solution. Information is furnished in accordance with chapter 126.211 of the City Ordinance Code. Period of service is from date of award through May 31, 2016 for a Total estimated expenditure not to exceed $187,000.00.

These good/services will be executed by formal written contract through the Office of General Counsel.

Funding for this award to be encumbered by account TCSG017 - 03410 to be executed by formal contract through the Office of General Counsel.

ANALYST: KATHY NASWORTHY **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: MICHAEL CORRIGAN, TAX COLLECTOR

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 03/20/14

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 3/21/14

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION Karen Bowling

Karen Bowling
Chief Administrative Officer
~~For: Mayor Alvin Brown~~
Under Authority of:
Executive Order No. 2013-04

QWS3270X 6/22/2017 1:18 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 06/22/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 1:18 PM

FISCAL MO/YEAR : 09 2017 CURRENCY CODE :
INDEX CODE : TCSG017 GENERAL OPERATIONS
SUBOBJECT : 03410 CONTRACTUAL SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	JUNE 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	371,934.86	371,934.86
EXPENDITURES	6,807.10	135,907.48	135,907.48
ENCUMBRANCES	-6,807.10	126,527.38	126,527.38
PRE-ENCUMBRANCES	25,000.00	25,000.00	25,000.00
REMAINING BALANCE	-25,000.00	84,500.00	84,500.00

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G014 - RECORD FOUND

	Intuition Systems, Inc. dba Bill2Pay, LLC.	
PXF-0379-14		
3/21/2014	$187,000.00	Award
7/17/2015	$0.00	Name Change
Pending	$75,000.00	Extension
	$262,000.00	**Total Award**