



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#17-1484

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: December 19, 2017

TITLE: Motion to Approve Contract Extension for Credit Card Processing
Services – Elavon, Inc. - \$341,312

Recommendation

It is recommended that the City Commission approve a 9-month contract extension with Elavon, Inc. (Elavon) for credit card processing services in the estimated amount of \$341,312.

Background

On November 1, 2016, the City Commission approved a contract amendment with Wells Fargo Bank N.A. (CAM 16-1186) to add merchant card services with Wells Fargo Merchant Services LLC (Wells Fargo). Commencement of the transition from Elavon to Wells Fargo was delayed until January 2017 due to the City's security metrics requirements to become Payment Card Industry Data Security Standard compliant and the final execution of the Wells Fargo contract. In September 2017 an extension was granted through December 31, 2017.

During the extension period, staff has encountered unexpected challenges, mainly with Cayenta (Utility Billing) and Interactive Voice Response (IVR) implementation (Transportation and Mobility), which will delay the completion of the transition to Wells Fargo (83% complete as of 12/1/2017). Therefore, a continuation of the Elavon contract for the specified period of January 1, 2018 to September 30, 2018 is necessary to ensure continuity of City operations.

Staff recommends a proprietary extension of the contract for credit card processing services with Elavon pursuant to Section 2-176(e)(2), Code of Ordinances, City of Fort Lauderdale, as the services are not readily subject to competition for this transition period and time is of the essence.

Resource Impact

There will be a current fiscal year impact to the City in the estimated amount of \$341,312.

FUNDS AVAILABLE AS OF November 29, 2017					
ACCOUNT NUMBER	INDEX NAME (PROGRAM)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (character)	AVAILABLE BALANCE (character)	PURCHASE AMOUNT
FIN090909-3113	Business Tax	Services & Materials/ Finance & Bank Services	\$52,277	\$50,280	\$8,627
450-PBS060101-3113	Utilities Engineering Operations	Services & Materials/ Finance & Bank Services	\$2,930,266	\$2,787,529	\$274,454
461-TAM020107-3113	Parking Enforcement	Services & Materials/ Finance & Bank Services	\$381,676	\$251,620	\$58,231
PURCHASE TOTAL					\$341,312

Strategic Connections

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 12: Be a leading government organization, managing resources wisely and sustainably.
- Objective 2: Routinely examine and improve procurement and payment processes.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan*: We are Community.

Prepared by: Ash Benzo, Finance
AnnDebra Diaz, Finance
Linda Blanco, Finance

Department Director: Linda Logan-Short, Finance