



Legislation Details (With Text)

File #: 23-0018 **Version:** 1

Type: Change Order & Work Order **Status:** Agenda Ready

File created: 1/4/2023 **In control:** City Manager Procurement Awards

On agenda: 2/1/2023 **Final action:**

Title: Approve the award of Change Order #1 to Contract 21-365, Electronic Bill Payment, to Fidelity Information Services, LLC for an amount not to exceed \$7,273 and a total award of \$181,273

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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CITY MANAGER AUTHORITY PROCUREMENT AWARDS

ACTION REQUESTED:

Approve the award of Change Order #1 to Contract 21-365, Electronic Bill Payment, to Fidelity Information Services, LLC for an amount not to exceed \$7,273 and a total award of \$181,273

DEPARTMENT: Finance Department

SUBMITTED BY: Rachel Mayer, Finance Director

BACKGROUND:

On November 2, 2021, the City Council approved the award of Contract 21-365 for electronic bill (e-bill) payment services to Fidelity National Information Services, Inc. (FIS) for an amount not to exceed \$174,000.

The services provided under the contract allow utility customers to view and pay utility bills online.

The contract term is from January 1, 2022 to December 31, 2022.

DISCUSSION:

Charges for e-bill payment services are based on the number of utility customers who pay their bills through this service. The 2022 award amount was estimated based on average monthly charges for the prior year.

Staff has received the final FIS invoice for 2022. The invoice exceeds the amount remaining on the contract by \$7,273.

A change order is requested to allow staff to pay the final FIS invoice for 2022.

FISCAL IMPACT:

CIP: N/A

E-billing services are expensed to the Other Professional Services accounts listed below. The 2022 budget included \$174,000 for e-billing services. The requested award exceeds the budgeted amount by \$7,273; however, the requested change order can be accommodated within the Electric and Water utility funds.

Account Number	Fund Description	Total Budget Amount
15171300-531309	Electric Utility Fund	\$87,000
15171500-531309	Water Utilities Fund	\$87,000