



## Legislation Text

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**File #: 0573-2019, Version: 1**

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The purpose of this legislation is to authorize the Director of Public Utilities to modify and increase an existing service agreement (EL014925) with InfoSend, Inc. to provide Bill Presentment Services for the Department of Public Utilities.

On August 30, 2012, the Director of Public Utilities received nine (9) proposals in response to an RFSQ for Electronic/Traditional Bill Presentment and Payment Application Services. InfoSend, Inc. was selected to provide this service. For each year of the three-year contract, funds for the services shall be reviewed, and expenditures shall be approved by ordinance of City Council, and appropriation and certification of funds by the City Auditor. The first year of the agreement (2014), the contract was funded in the amount of \$1,300,081.00. The second year of the agreement (2015), the contract was funded in the amount of \$1,100,000.00. The third year of the agreement (2016), the contract was funded in the amount of \$1,400,000.00. Subject to mutual agreement, the terms of this agreement can be extended for two additional one-year extensions under the same terms and conditions stated herein. The first one-year extension was funded in the amount of \$1,200,000.00 extending the contract through November 30, 2017. The second one-year extension to extend the contract until November 30, 2018 required no additional funding. A modification was done in late 2018 to extend the contract to March 31, 2019 and add \$500,000.00 for the additional work and time.

There is a need to enter into a modification of this service until the new Bill Presentment Services contract can be fully implemented. This modifying legislation is to extend the contract to June 30, 2019 and ADD \$250,000.00 for a total contract cost of \$5,750,081.00. All other terms and conditions of the original agreement remain in full force and effect.

**SUPPLIER:** InfoSend, Inc.: (33-0748516) Expires: 10/3/2020, MAJ

The company is not debarred according to the Excluded Party Listing System of the Federal Government or prohibited from being awarded a contract according to the Auditor of State Unresolved Findings for Recovery Certified Search.

1. Amount of additional funds: \$250,000 is budgeted and needed at this time.
2. Reason additional funds were not foreseen: Funds were budgeted for this service.
3. Reason other procurement processes not used: Work under this modification is a continuation of services included in the scope of the original contract. A new service contract was bid in 2018, but will not be in place to handle the services needed prior to the current expiration of this contract. This modification is to allow sufficient time to establish the new service.
4. How was cost determined: The cost was agreed upon by the Department of Public Utilities and vendor.

**FISCAL IMPACT:** \$250,000.00 is budgeted and needed for this contract.

\$1,056,021.26 was spent in 2018.  
\$1,011,761.48 was spent in 2017.

**EMERGENCY DESIGNATION:** This ordinance is being submitted as an emergency as conditions may prevent the new vendor from being operational by the expiration of the current contract and would lead to an interruption of services to our customers.

To authorize the Director of Public Utilities to modify and increase an existing agreement with InfoSend, Inc. for Electronic/Traditional Bill Presentment and Payment Application Services for the Department of Public Utilities; to authorize the extension of the contract for three months and the expenditure of \$15,250.00 from the Electricity Operating Fund, \$97,000.00 from the Water Operating Fund, \$108,750.00 from the Sanitary Operating Fund, and \$29,000.00 from the Storm Operating Fund; and to declare an emergency. (\$250,000.00)

**WHEREAS**, the Department of Public Utilities has a continuing need for Electronic/Traditional Bill Presentment and Payment Application Services in order to provide a comprehensive electronic billing solution that will enable its customers the convenience of receiving and paying their utility bills online or through traditional means; and

**WHEREAS**, after completing the evaluations and interviews in 2013, the selection committee recommended an award be made to InfoSend, Inc.; and

**WHEREAS**, services under this agreement are to be provided over a period of three years with funds being reviewed and approved each year of the three-year contract by City Council and the Mayor, and Auditor's certification of funds; and

**WHEREAS**, the original contract provided for two one-year extensions of the contract subject to mutual agreement of the parties; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Public Utilities, Division of Water, in that it is immediately necessary to authorize the Director to modify and increase an existing agreement (EL014925) with InfoSend, Inc. so that services may continue without interruption for the preservation of the public health, peace, property, safety and welfare; now, therefore,

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:**

**SECTION 1.** That the Director of Public Utilities be and is hereby authorized to modify and increase an existing agreement, Contract No. EL014925, with InfoSend, Inc., for Electronic/Traditional Bill Presentment and Payment Application for the Department of Public Utilities.

**SECTION 2.** That the expenditure of \$250,000.00 or so much thereof as may be needed, be and the same hereby is authorized per the accounting codes in the attachment to this ordinance.

**SECTION 3.** That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated and the City Auditor shall establish such accounting codes as necessary.

**SECTION 4.** That for reasons stated in the preamble hereto, which is hereby made a part hereof, this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.