



Legislation Text

File #: 2022-2432, **Version:** 1

Purchasing Type: Change Order (CO)

Public Hearing: YES NO

Department: Purchasing & Contracting

AGENDA ITEM:

Commission District(s): ALL

CO - Change Order No. 2 to Contract 1236388 Retail Image Lockbox Services: for use by the Department of Finance. This contract consists of the provision of lockbox services. This request is to increase the contract term through December 31, 2023. Awarded to: Deluxe Corporation dba REMITCO LLC. Amount Not To Exceed: \$125,000.00.

Information Contact: Michelle Butler, CPPO, Procurement Manager

Phone Number: (404) 687-3581

PURPOSE:

Awarded by the BOC on November 12, 2019 due to a Consent to Assignment between Wells Fargo Bank and Deluxe Corporation dba REMITCO LLC for an amount not to exceed \$216,000.00. On December 21, 2021, the BOC approved Change Order No. 1 to increase the contract term and funding in an amount not to exceed \$125,000.00. This contract consists of the provision of lockbox services. This request is to increase the contract term through December 31, 2023 and funding to allow the County's financial operations to continue during the implementation of the new enQuesta billing system and to coincide with the contract term for the Banking and Financial Services contract.

RECOMMENDATION:

Recommend approval of Change Order No. 2 with:

Deluxe Corporation, dba REMITCO LLC, 400 Westwood Dr., Suite 100, Wasusau, WI 54401

Amount Not To Exceed: \$125,000.00

and authorize the Chief Executive Officer to execute the change order and all associated documents.

ADDITIONAL INFORMATION:

- | | |
|------------------------------|---------------------|
| 1. Contract Effective Date: | May 1, 2019 |
| 2. Contract Expiration Date: | December 31, 2022 |
| 3. Amount Spent To Date: | \$234,312.49 |
| 4. Funding: | Operating (Finance) |