



# City Council Report

**Date:** May 7, 2018  
**To:** City Council  
**Through:** Michael Kennington, Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** Four-Year Term Contract for Payment Card Acceptance Security Services Solution as requested by the Business Services and Information Technology Departments **(Citywide)**

## Recommendation

Council is requested to approve the award as recommended.

An evaluation committee representing the Business Services and Information Technology Departments, and Purchasing recommends awarding the contract to the highest-scored respondent, Hosted PCI at \$66,000.00 annually, based on estimated usage.

## Background / Discussion

The City is looking for a hosted solution to accept card-not-present credit card transactions that is fully PCI compliant. The solution will provide the ability to take transactions through online, phone and IVR channels and allow for recurring payments. The solution will use a vault technology to tokenize credit cards for use in City hosted applications and provide an iFrame interface for accepting credit cards off-site that can be embedded into City hosted applications. The solution will integrate with the City's payment processor, Elavon. It is estimated that the transaction volume needed by the solution would approximate handle 900,000 transactions per year, with an estimated dollar value of \$140 million per year.

The City received five proposals of which all met the minimum requirements. The evaluation committee scored each response based on the evaluation criteria in the solicitation. The highest-scored respondent, HostedPCI, is being recommended for award. The evaluation committee unanimously agreed on the recommendation.

## Purchase Information

Action: Award  
Procurement Type: Request for Proposals  
Contract Number: 2018077  
Local Consideration: Policy did not apply to this procurement method  
Protests Received: None  
Initial Contract Term: Four years  
Possible Renewals: Three, one-year renewals subject to Administrative review and approval  
Funding Source: The purchase is funded in the Business Services Department operating budget

## Proposal Responses

Apriva - Scottsdale, AZ  
CardConnect - King of Prussia, PA  
CityBase, Inc. - Chicago, IL  
Elavon - Atlanta, GA  
HostedPCI - Maple, Ontario, Canada

## Final Scoring

Evaluation Criteria / Points Possible	Apriva	CardConnect	CityBase
Total / 1,000	389.98	349.05	421.54

Evaluation Criteria / Points Possible	Elavon	HostedPCI (Recommended)
Total / 1,000	556.84	842.67

## AWARD RECOMMENDATION

Payment Card Acceptance Security Services Solution per Agreement No. 2018077; Exhibits – Scope of Work / Technical Specifications, Pricing, and Mesa Standard Terms and Conditions; Solicitation including any addenda; and Contractor Response

Base Bid (\$5,200.00/month)	\$62,400.00
5.6% Use Tax	<u>\$3,494.40</u>
Total	<u>\$65,894.40</u>

**Annual Contract Amount: \$66,000.00**