



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date:

ALL

Item Creation Date: 6/6/2018

C73794.A2 - Credit Card Processing Services - ORDINANCE

Agenda Item#:

**Summary:**

ORDINANCE approving and authorizing a second amendment to the agreement for credit card processing services between the City of Houston and **WELLS FARGO BANK, N.A.** and **WELLS FARGO MERCHANT SERVICES, LLC**; containing provisions relating to the subject; and declaring an emergency.

**Background:**

S36-C73794.A2 - An Ordinance approving and authorizing a second amendment to Ordinance No. 2010-0727 for the Professional Service Contract (4600010361) between the City of Houston and Wells Fargo Merchant Services, LLC to extend the contract term from September 30, 2018 to October 3, 2019 for Credit Card Processing Services for Various Departments.

**Specific Explanation:**

The Director of the Finance Department and the Chief Procurement Officer recommend that City Council approve an amending ordinance authorizing a second amendment to the contract between the City of Houston and Wells Fargo Merchant Services, LLC to extend the Agreement term for a maximum of twelve (12) months (September 30, 2018 to October 3, 2019) for credit card processing services for various departments.

The contract was originally awarded by Council on September 15, 2010, per Ordinance No. 2010-0727. On July 6, 2016, per Ordinance No. 2016-0553, City Council approved the Contractor's amended Exhibit "B" to revise the Contractor's processing fees. This is a Revenue Contract; therefore, no expenditures are reflected. This amendment will allow sufficient time for the City to evaluate proposals for a new contract,

The scope of work requires the Contractors to provide all labor, material, equipment, and supervision to provide electronic payment processing and gateway processing services to various City Departments for accepting payments to the City issued for various City fees, fines, and commercial, burglar and fire permits. The payments are made by payees using credit card, debit cards, and potentially electronic check or Automated Clearing House (ACH) payments. The Contractor provides customers with web-based payment portals and Point-of-Sale (POS) processing systems, including, the Internet, Kiosks, telephone and POS payment modules for both remote clients and in-office payments.

**M/WBE Participation:**

Zero-Percentage Goal document approved by the Office of Business Opportunity.

**Fiscal Note:**

There is no impact to the fiscal budget; therefore, no fiscal note is required.

  
**Jerry Adams, Chief Procurement Officer**  
**Finance/Strategic Procurement Division**

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**Department Approval Authority**

**Prior Council Action:**

Ordinance No. 2010-0757, passed September 15, 2010  
 Ordinance No. 2016-0553, passed July 6, 2016

**Amount of Funding:**

No Funding Required (Revenue Contract)

**Contact Information:**

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**ATTACHMENTS:**

<u>Description</u>	<u>Type</u>
<u>cover sheet</u>	Signed Cover sheet
<u>MWBE Participation Form</u>	Backup Material
<u>Ordinance No. 2010-0727</u>	Ordinance/Resolution/Motion
<u>Ordinance No. 2016-0553</u>	Ordinance/Resolution/Motion
<u>Form B</u>	Backup Material