



CITY OF ALLENTOWN

No. 61

RESOLUTION

R - 2017

Introduced by the Administration on April 5, 2017

Authorization for Engagement of Professional Services with TD Bank for General Banking and Purchasing Card Services, three year contract that may extend for three additional one year terms; RFP – multiple responses.

Resolved by the Council of the City of Allentown, That

WHEREAS, Article 130.16 of the City's Administrative Code requires City Council approval by Resolution for the award of contracts or engagement of professional services.

WHEREAS, it is the desire of the City of Allentown to enter into an agreement/engage the services of the following named contractor/consultant, for the use and purpose indicated in supporting the Recommendation of Award of Bid or Contract dated March 7, 2017:

1. Name of Contractor/Consultant: TD Bank
2. Project or Contract Reference: RFP No. 2016-42
3. Description of Service(s) to be provided: Financial Services - General Banking & Purchasing Card Services

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby authorizes the Mayor and/or such other City officials as deemed appropriate by the City Solicitor, to sign and execute a Contract or Amendment and such other agreements and documents as are deemed by the City Solicitor to be necessary and/or related thereto, with the above named contractor/consultant, for the project identified.



CITY OF ALLENTOWN
Request for Approval

SUBJECT: Request for Approval by City Council of Contract Award, Service, or Contract Price Increase Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: RFP No. 2016-42 Financial Services - General Banking & Purchasing Card Services

TO: City Council, City Clerk, and Council Solicitor

FROM: Brent Hartzell, Department Head

DATE: March 7, 2017

On behalf of the Administration, pursuant to City Ordinances, Article 130.16, I request City Council's approval of the following recommendation of the referenced contract award or price increase.

- Check Type of Contract or Change:

The contract is for over \$40,000 and required to be competitively bid under the City Code. We have advertised the above referenced project and received qualified bids/proposals. We recommend award of the contract to the bidder/proposer identified and for the reasons stated below.

The recommendation is for a price increase of 10% or more for an existing contract over \$40,000 that was previously bid and awarded under city policies.

- X The engagement of professional services. We have received and reviewed a proposal or proposals for professional services in connection with above referenced project or requirement for professional services. We recommend award of the engagement.

- Is the contract appropriation or price increase included in this year's budget? yes X no
- Identify contract funding sources (general fund, grants, loans, etc. & account number):

Bank account numbers are setup at time of implementation

- The number of any alternate quotes/bids and the names of the alternate bidders, if any.

General Banking: Santander, TD Bank and Wells Fargo

Purchasing Card: TD Bank and Wells Fargo

- The name and address of the recommended Contractor/Vendor/Professional Service Provider/Lowest Responsible Bidder is:

TD Bank, 3220 Tillman Dr., Bensalem, PA 19020
Local Branch: 1828 West Tilghman St., Allentown, PA 18104

- Term of contract or estimated completion date, subject to standard extensions:

Three years (3) from the date of execution of the contract.

- Description of project or scope of services to be provided:

General Banking & Purchasing Card Services

- State the actual or estimated price to the City or the proposed Department budget allowance for the initial term; and state payment rate per unit of service if applicable:

N/A as fees are net of interest income

- Number of renewal term options and duration of each renewal, if any:

Upon mutual agreement, contract may extend for three (3) additional one (1) year terms.

- Maximum dollar value of all renewals provided for beyond the original term as if all renewals were exercised:

N/A as fees are net of interest income

- Reasons for recommendation of Administration and Council approval of contract:

TD Bank provided the City with the most affordable service cost for services provided along with a reasonable rate of return on our available cash balances. TD Bank also provided the best proposal in relation to the City's Purchasing Card program.

- Time Frame

ASAP

Please approve this recommendation by passing the accompanying resolution. A vote of final approval is requested at the first City Council agenda listing of this matter.

By: Brent Hartzell, Department Head

Copies To: Mayor

Director of Finance
Purchasing
Controller

Attachment: proposed resolution