



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: September 7, 2017

Staff Contact: Laura Rader and Gayle Robertson

Agenda Title: For Possible Action: To approve Amendment No. 1 to Contract 1415-047 with Bank of America, N. A. for Purchasing Card Services to extend the terms through September 17, 2021. (Laura Rader; LRader@carson.org and Gayle Robertson; GRobertson@carson.org)

Staff Summary: Carson City has a contract with Bank of America, N.A. to provide Procurement Card Services for the City. The contract as signed was for an initial term of three (3) years beginning September 18, 2014 with additional terms that the agreement could be extended by mutual consent of the parties. Both the City and Bank of America, N.A. would like to extend the contract for a four (4) year period beginning September 18, 2017.

Agenda Action: Formal Action/Motion

Time Requested: 5 minutes

Proposed Motion

I move to approve Amendment No. 1 to Contract 1415-047 with Bank of America, N.A. for Purchasing Card Services to extend the terms through September 17, 2021.

Board's Strategic Goal

Efficient Government

Previous Action

Contract 1415-047 was approved at the September 18, 2014 Board of Supervisor's meeting for three (3) years with the option to renew for two (2) additional two (2) year terms.

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: Miscellaneous/Refunds/Reimbursements #101-0000-366.05-00

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: The City receives approximately \$101,000 in revenue annually in the form of a rebate from Bank of America.

Alternatives

Not approve and provide other direction.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

**AMENDMENT TO TREASURY SERVICES RFP #1415-047-REQUEST FOR PROPOSALS FOR
CARSON CITY PURCHASING CARD SERVICES TERMS AND CONDITIONS**

THIS AMENDMENT ("Amendment") is effective as of September 18, 2017, by and between **City of Carson City, Nevada ("Company")** and **Bank of America, N.A. ("Bank of America" or "Bank")**, and amends the Bank of America Procurement Card Services dated on or about September 18, 2014 and amended from time to time and the accompanying Schedules (collectively the "Agreement").

WHEREAS, the parties desire to add to and modify certain terms of the Agreement;

NOW, THEREFORE, for valuable consideration, the parties hereby agree as follows:

1. DEFINITIONS

Terms capitalized herein and not otherwise defined shall be given the meaning ascribed to them in the Agreement.

2. AMENDMENTS

The present agreement has a contractual termination date of September 17, 2017. The parties wish to amend the Agreement term an additional four (4) years to September 17, 2021. The contract term is September 18, 2017 – September 17, 2021.

3. RATIFICATION

All of the terms of the Agreement not expressly modified herein shall continue in full force and effect and are hereby ratified by the parties hereto.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT as of the date shown above.

CITY OF CARSON CITY, NEVADA

BANK OF AMERICA, N.A.

By: _____
(Signature)

By: _____
(Signature)

Name: _____
(Print or Type)

Name: _____
(Print or Type)

Title: _____
(Print or Type)

Title: _____
(Print or Type)

Date: _____

Date: _____

**Carson City
Agenda Report**

Date Submitted: September 5, 2014

Agenda Date Requested: September 18, 2014

Time Requested: 5 minutes

To: Mayor and Supervisors
From: Purchasing and Contracts

Subject Title: For Possible Action: To authorize Al Kramer, Carson City Treasurer, to sign a no fee contract with Bank of America Merrill Lynch for Purchasing Card Services through September 17, 2017. (Contract File 1415-047) *(Kim Belt)*

Staff Summary: This contract is to provide Procurement Card Services for Carson City. Three (3) firms submitted proposals for the Request for Proposals. Based on proposal submittal, the firm Bank of America Merrill Lynch was selected via RFP #1415-047 – Request for Proposals for Carson City Purchasing Card Services. The contract will be issued for three (3) years with the option to renew for 2 (2) additional two (2) year terms.

Type of Action Requested: (check one)

Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to authorize Al Kramer, Carson City Treasurer to sign a no fee contract with Bank of America Merrill Lynch for Purchasing Card Services through September 17, 2017. (Contract File 1415-047) *(Kim Belt)*

Explanation for Recommended Board Action: Through this contract, Bank of America Merrill Lynch will provide Purchasing Card Services for Carson City.

Applicable Statute, Code, Policy, Rule or Regulation: N/A

Fiscal Impact: Approximately \$100,000.00 in revenue for the General Fund.

Explanation of Impact: Approximately \$100,000.00 in revenue for the General Fund.

Funding Source: None

Alternatives: Not authorize Treasurer to sign contract, a request for professional services to be provided by Bank of America Merrill Lynch.

Supporting Material: Contract for Services of Independent Contractor.

Prepared By: Kim Belt, Purchasing and Contracts Manager

Reviewed By: *Al Kramer* Date: *9-9-14*
(Treasurer)

Nicholas Mirand
(City Manager)

Date: 9/9/14

[Signature]
(District Attorney)

Date: 9/9/14

Nancy Paulera
(Finance Director)

Date: 9/9/14

Board Action Taken:

Motion: App.

- 1) KA
- 2) JM

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Aye/Nay

[Signature]
(Vote Recorded By)

Umbrella Agreement for Government Banking Services

This Agreement for Government Banking Services (the "Agreement") is made as of this 13th day of September, 2014, between The City of Carson City, Nevada (the "Client") and Bank of America, N.A., a national banking association.

WHEREAS, Client issued a Request for Proposal ("RFP") more fully identified below, for providing banking services identified in the RFP (the "Services"):

**The City of Carson City, Nevada – Request for Proposals for Purchasing Card Services
ADVERTISED RFP # 1415-047**

WHEREAS, the Bank was the successful bidder under the RFP, having submitted its bid response dated September 2, 2014 (the "Bid Response"); and

WHEREAS, the parties wish to enter into this Agreement for the purpose of specifying the term and constituent documents of the agreement between Client and Bank regarding the Services;

NOW, THEREFORE, in consideration of the foregoing, and other good and valuable consideration, the parties hereby agree as follows:

1. Integrated Agreement. The entire and integrated agreement between Client and Bank related to the Services shall consist of this Agreement, Corporate Card Services Agreement, Pricing Schedules I, II and III, Bank's Bid Response and Client's RFP as modified by the Bid Response. In the event of conflict among any of the preceding documents, such documents shall govern in the following order of precedence: (1) this Agreement, (2) Corporate Card Agreement; (3) Pricing Schedules I, II, and III (4) the Bid Response and (5) the RFP. The integrated agreement supersedes all prior negotiations, representations, statements and agreements, whether written or oral, regarding the Services.
2. Commencement of Performance. Except as otherwise agreed by the parties, Bank shall begin performing each Service upon execution and delivery of this Agreement, the pertinent service-level agreement and the related set-up forms. Bank shall continue to perform such Services during the term of this Agreement.
3. Term. This Agreement is for an initial term of three (3) years. The Agreement may be extended by mutual consent of the parties as set forth in the RFP.

Changes in the respective address set forth above may be made from time to time by any party upon written notice to the other party.

In witness whereof, the parties have executed this Agreement as of the date first written above.

The City of Carson City, Nevada

(CLIENT'S LEGAL NAME)

By: Alvin P. Kramer
(Signature)

Name: ALVIN P. KRAMER
(Print or Type)

Title: CARSON CITY TREASURER
(Print or Type)

By: _____
(Signature)

Name: _____
(Print or Type)

Title: _____
(Print or Type)

Bank of America, N.A.

(BANK NAME)

By: Greg Titus
(Signature)

Name: Greg Titus
(Print or Type)

Title: Senior Vice President
(Print or Type)

By: _____
(Signature)

Name: _____
(Print or Type)

Title: _____
(Print or Type)

IN WITNESS WHEREOF, each of the parties has caused this Agreement to be executed as of the Effective Date, by its duly authorized officer(s).

COMPANY

FIA CARD SERVICES, N.A., a Bank of America Company

The City of Carson City, Nevada
(COMPANY'S LEGAL NAME)
By: Alvin P. Kramer
(Signature)
Name: ALVIN P. KRAMER
(Print or Type)
Title: CARSON CITY TREASURER
(Print or Type)

By: [Signature]
(Signature)
Name: Greg Titus
(Print or Type)
Title: Senior Vice President
(Print or Type)

Address for Notices:

201 N. Carson St., Ste. 5
CARSON CITY, NV 89701

Address for Notices:

