

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

_____ Resolution or Ordinance (Blue) _____ *Waiver of First Requested*
_____ Recommendations of Boards, Commissions & Committees (Green)
 X Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: February 25, 2020 (COW)(B of T) March 19, 2020

TITLE: Motion to Waive Bids and Approve a Seven (7) Year Agreement with Paymentus Corporation as the Merchant Service Provider for Online Utility and Miscellaneous Billing Payments with an Estimated Annual Cost of \$110,000 (Fees are Based on Each Transaction Type, Payment Method, and Amount)

SUBMITTED BY: Timothy Sexton, Director of Finance

FISCAL IMPACT:

Amount of Award: Total cost for per year: Appox. \$110,000 (\$100,000 510.170.425.75770 and \$10,000 101.120.510.75770).

BACKGROUND/POLICY IMPLICATIONS:

At this time, Paymentus is the only vendor that has integrated with WaterSmart in order for customers to make a payment and view their usage in one portal. Since October 2018, the Village has 3,280 (25%) accounts registered with WaterSmart. In the past 90 days, 780 consumers signed up in conjunction with the move to monthly billing. The total annual cost to the Village is expected to be similar to the current merchant service provider and provide a better experience for customers. See attached memo for proposed transaction fees. In addition, miscellaneous bills such as elevator inspections and false alarms invoices can be paid online using Paymentus.

RECOMMENDATION:

Staff recommends the Village Board of Trustees approve the attached agreement with Paymentus Corporation as the merchant service provider for online payments for utility and miscellaneous bills.

Review (as necessary):

Village Attorney X _____ Date _____
Finance Director X Timothy Sexton _____ Date 3/10/20
Village Manager X Scott Niehaus _____ Date 3/18/20

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.