



BAY AREA TOLL AUTHORITY

Bay Area Metro Center

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Memorandum

TO: BATA Oversight Committee

DATE: July 3, 2018

FR: Executive Director

W. I. 1254

RE: Contract Amendment – Credit Card Processing and Banking Services for the FasTrak® Electronic Toll Collection Program: Bank of America Merchant Services (\$1,800,000 for FY 2017-18 and \$2,000,000 for FY 2018-19)

This item would authorize the Executive Director or his designee to increase the current contract with Bank of America Merchant Services for credit card processing and banking services for FY 2017-18 by \$1,800,000 and for FY 2018-19 by \$2,000,000 for a total amount not to exceed \$15,000,000 in each fiscal year.

Background

In April 2012, this Committee authorized a five-year master contract with a two-year extension option with Bank of America Merchant Services to process credit card payments and provide banking services for the FasTrak® program. The contract covers payments to participating credit card companies, including American Express, Visa, Mastercard®, and Discover, in addition to Bank of American Merchant services. The current contract encumbrance for credit card processing, banking services, and fees is \$13,200,000 for FY 2017-18 and \$13,000,000 for FY 2018-19. Between the increases in traffic at bridges and express lanes, and the additional use of FasTrak® anticipated with implementation of Regional Measure 3, we expect the amount to increase to \$15,000,000 annually. Any amounts unused in FY2017-18 will be rolled over to the FY2018-19 contract. Bank of America Merchant Services is neither a small business nor a disadvantaged business enterprise and currently has no subcontractors.

Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to increase the contract with Bank of America Merchant Services for credit card processing and banking services by \$1,800,000 in FY 2017-18 and \$2,000,000 in FY 2018-19 for a total amount not to exceed \$15,000,000 annually.



Steve Heminger

SH:bm

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

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| Work Item No.: | 1254 | | | | | | | | | | | | |
| Vendor: | Bank of America Merchant Services Spokane, Washington | | | | | | | | | | | | |
| Work Project Title: | Credit Card Processing Services for Electronic Toll Collection (ETC) | | | | | | | | | | | | |
| Purpose of Project: | To provide banking and credit card processing services | | | | | | | | | | | | |
| Brief Scope of Work: | To provide banking and credit card processing services for the ETC Program for the combined FasTrak® Regional Customer Service Center operation for the state-owned bridges, the Golden Gate Bridge, the Bay Area Express Lanes, and the San Francisco International Airport parking garages. | | | | | | | | | | | | |
| Project Cost Not to Exceed: | <table><tbody><tr><td>This amendment:</td><td>\$1,800,000 for FY 2017-18</td></tr><tr><td></td><td>\$2,000,000 for FY 2018-19</td></tr><tr><td>Current contract amount before this amendment:</td><td>\$13,200,000 for FY 2017-18</td></tr><tr><td></td><td>\$13,000,000 for FY 2018-19</td></tr><tr><td>Maximum contract amount after this amendment:</td><td>\$15,000,000 for FY 2017-18</td></tr><tr><td></td><td>\$15,000,000 for FY 2018-19</td></tr></tbody></table> | This amendment: | \$1,800,000 for FY 2017-18 | | \$2,000,000 for FY 2018-19 | Current contract amount before this amendment: | \$13,200,000 for FY 2017-18 | | \$13,000,000 for FY 2018-19 | Maximum contract amount after this amendment: | \$15,000,000 for FY 2017-18 | | \$15,000,000 for FY 2018-19 |
| This amendment: | \$1,800,000 for FY 2017-18 | | | | | | | | | | | | |
| | \$2,000,000 for FY 2018-19 | | | | | | | | | | | | |
| Current contract amount before this amendment: | \$13,200,000 for FY 2017-18 | | | | | | | | | | | | |
| | \$13,000,000 for FY 2018-19 | | | | | | | | | | | | |
| Maximum contract amount after this amendment: | \$15,000,000 for FY 2017-18 | | | | | | | | | | | | |
| | \$15,000,000 for FY 2018-19 | | | | | | | | | | | | |
| Funding Source: | BATA Toll Bridge Program Operating Funds | | | | | | | | | | | | |
| Fiscal Impact: | Funds are included in the FY 2017-18 and FY 2018-19 Toll Bridge Program Operating Budgets. Amounts unutilized in FY2017-18 will be rolled over to the FY2018-19 contract. | | | | | | | | | | | | |
| Motion by Committee: | That the Executive Director or his designee is authorized to increase the contract with Bank of America Merchant Services for banking and credit card processing services by \$1,800,000 for FY 2017-18 and \$2,000,000 for FY 2018-19 to amounts not to exceed \$15,000,000 annually as described above and in the Executive Director's Memorandum dated July 3, 2018, and the Chief Financial Officer is authorized to set aside funds in such amounts for such contract amendment. | | | | | | | | | | | | |
| BATA Oversight Committee: | <hr/> Amy R. Worth, Chair | | | | | | | | | | | | |
| Approved: | Date: July 11, 2018 | | | | | | | | | | | | |