

**ORDINANCE No.** 188306

\*Authorize a competitive solicitation for Merchant Services for a 5-year contract period at an estimated total cost of \$25,000,000. (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. The Treasury Division of the Bureau of Revenue and Financial Services in the Office of Management and Finance (OMF) is responsible for providing merchant services to bureaus and programs that choose to accept credit/debit cards as payment.
2. Merchant services refers to the authorization, processing and settlement of credit card and debit card transactions.
3. The estimated cost for merchant services over a period of five (5) years is approximately \$25,000,000. The contract will be paid for by bureaus using the service, and paid out of the using bureau's budget.
4. OMF seeks Council's authorization for Procurement Services to issue a competitive solicitation for merchant services.
5. The Bureau's level of confidence in the cost estimate for this service is moderate.

NOW THEREFORE, the Council directs:

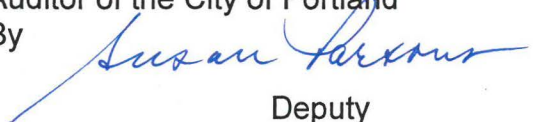
- a. The Chief Procurement Officer to facilitate the use of a competitive solicitation process in accordance with City Code 5.33 for the procurement of merchant services.
- b. Upon Council acceptance of the Chief Procurement Officer's Report, the Chief Procurement Officer is authorized to negotiate and execute a contract with the selected vendor.

Section 2. The Council declares that an emergency exists because a delay in proceeding with the solicitation will negatively impact all the City bureaus and programs that accept credit/debit cards as payment; therefore, this Ordinance shall be in full force and effect from and after its passage by Council.

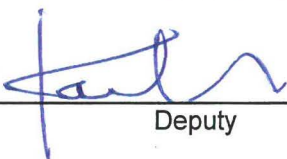
Passed by the Council: APR 05 2017

Mayor Ted Wheeler  
Office of Management and Finance  
Prepared by: Jennifer Cooperman  
Date Prepared: March 15, 2017

**Mary Hull Caballero**  
Auditor of the City of Portland  
By

  
Deputy

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<b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Ted Wheeler</b>	CLERK USE: DATE FILED <u>MAR 28 2017</u>
<b>COMMISSIONER APPROVAL</b>	Mary Hull Caballero Auditor of the City of Portland  By:  Deputy  <b>ACTION TAKEN:</b>
Mayor—Finance & Administration - Wheeler <i>HW</i>	
Position 1/Utilities - Fritz	
Position 2/Works - Fish	
Position 3/Affairs - Saltzman	
Position 4/Safety - Eudaly	
<b>BUREAU APPROVAL</b>	
Bureau: Bureau of Revenue and Financial Services Bureau Head: Ken Rust <i>KLR</i>	
Prepared by: Jennifer Cooperman Date Prepared: March 21, 2017	
Impact Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>City Auditor Office Approval:</b> required for Code Ordinances	
<b>City Attorney Approval:</b> required for contract, code, easement, franchise, comp plan, charter	
Council Meeting Date <b>April 5, 2017</b>	

<b>AGENDA</b> <i>2 of 2</i>
<b>TIME CERTAIN</b> <input checked="" type="checkbox"/> Start time: <i>2:30</i>
Total amount of time needed: _____ (for presentation, testimony and discussion)
<b>CONSENT</b> <input type="checkbox"/>
<b>REGULAR</b> <input checked="" type="checkbox"/> <i>Per Jennifer Cooperman</i>
Total amount of time needed: <b>10</b> (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	1. Fritz <input checked="" type="checkbox"/>	
2. Fish	2. Fish <input checked="" type="checkbox"/>	
3. Saltzman	3. Saltzman <input checked="" type="checkbox"/>	
4. Eudaly	4. Eudaly <input checked="" type="checkbox"/>	
Wheeler	Wheeler <input checked="" type="checkbox"/>	