



# Westchester Community College

State University of New York

**25216**

February 28, 2012

To: Board of Acquisition and Contract

From: Joseph N. Hankin  
President

Re: Authority to amend an agreement with TouchNet Information Systems, Inc. for the provision of In-Person Credit Card and Web-Based Payment Services for Westchester Community College

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On March 18, 2010, your Honorable Board authorized the County of Westchester, acting by and through Westchester Community College (the "College") to enter into an agreement with TouchNet Information Systems, Inc. ("TouchNet") for the procurement of in-person credit card and web-based payment services which would interface with the College's PeopleSoft system (the "Agreement"). The Agreement, which has been executed, is for a term of five (5) years. TouchNet is providing in-person credit card and web-based payment services which allow for a secure, centralized hub for College-wide payment transactions. The original total amount payable to TouchNet over the five (5) year term was not to exceed \$150,600.

Thereafter, on June, 2010, your Honorable Board authorized an amendment to the Agreement which allowed the College to license a software module that makes the system compliant with standards defined by the PCI Security Standards Council, which is an open global forum for the ongoing development, enhancement, storage, dissemination and implementation of security standards for account data protection. The organization was founded by American Express, Discover Financial Services, JCB International, MasterCard Worldwide, and Visa,

Inc. The functional change effected by the installation of this module is that the credit card data is not retained on the College servers but is stored on the TouchNet server, removing all credit card data from the College's PeopleSoft application. The total amount payable to TouchNet over the five (5) year term was increased by an amount not to exceed \$58,460 for a new total amount not to exceed \$209,060.

The attached resolution would authorize a second amendment to the Agreement. The additional TouchNet software and associated service will allow secure credit card payments from a web application. The web application is being developed in-house and will be used to allow potential students to fill out an application and pay their application fee online.

The goal and objective of this amendment is to provide secure processing services for credit card and ACH payments at the College. The College will be able to monitor the success of TouchNet's performance based on total credit card transactions.

Attached for your approval is an appropriate resolution.

JNH/rpc

RESOLUTION

Upon a communication from the President of Westchester Community College, be it hereby

RESOLVED, that the County of Westchester, acting by and through Westchester Community College (the "College"), is hereby authorized to amend an agreement with TouchNet Information Systems, Inc. ("TouchNet") for the provision of in-person credit card and web-based payment services in order to license an additional software module that will allow secure credit card payments from a web application; and be it further

RESOLVED, that the College will pay TouchNet a one-time fee of \$7,500 for implementation and training services related to the new module. The College will also pay annual license fees for the remaining three years of the agreement as follows:

Year 3: \$10,200.00 (which will be prorated depending on installation date)  
Year 4: \$11,067.00  
Year 5: \$14,009.00

and be it further

RESOLVED, that the total amount payable to TouchNet over the five (5) year term of the agreement shall be increased by an amount not to exceed \$42,776.00 for a new total amount not to exceed \$251,836.00; and be it further

RESOLVED, that all other terms and conditions of the agreement shall remain the same; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Original Agreement:	\$150,600.00
First Amendment:	\$ 58,460.00
This Amendment:	<u>\$ 42,776.00</u>
Total:	\$251,836.00

Account to be Charged/credited

Fund	Dept	Major Program, Program & Phase Or Unit	Sub Unit	Object/ Sub Object	Trust Account	Dollars
010	0120			54424		\$42,776.00

Budget Funding Year(s) 2011/12 – 2013/14 Start Date 2012 End Date 2014  
 (must match resolution)

Funding Source	Tax Dollars	<u>\$11,550.00</u>
	State Aid	<u>\$ 9,838.00</u>
<u>\$42,776.00</u> (must match resolution)	Federal Aid	
	Other	<u>\$21,388.00 (Tuition)</u>

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/22/2012 - JOMARY VIERA, SECRETARY