



Westchester Community College

State University of New York

45725

March 30, 2015

To: Board of Acquisition and Contract

From: Dr. Belinda S. Miles
President

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

On January 30, 2015, Westchester Community College (the “College”) issued a Request for Proposals (“RFP”) for the provision of In-Person Credit Card and Web-Based Payment Services. The RFP was posted to the County website and proposals were due by February 23, 2015. Two proposals were received. Attached is a resolution that would authorize the College to enter into an agreement with the incumbent provider and the highest ranked proposer, TouchNet Information Systems, Inc. (“TouchNet”), for a term of five (5) years. The total amount payable to TouchNet over the term of the agreement will not exceed \$330,000.

While TouchNet arguably may not be the least expensive proposer, their performance over the last five (5) years as the provider of these services has clearly established that they meet or exceed all the requirements contained in the RFP. Because of the College’s experience with them, the functionality contained within their system and the fact that there will be no need to institute an implementation process, it is recommended that the College enter into a new five (5) year agreement with them.

The goals and objectives of this agreement are 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.

BSM/rpc

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/30/2015 - JOMARY VIEIRA, SECRETARY

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 enter into an agreement with TouchNet Information Systems, Inc. ("TouchNet") for the provision of in-person credit card and web-based payment services for a term of five (5) years; and be it further

RESOLVED, that the total amount payable to TouchNet over the term of the agreement will not exceed \$330,000; 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.

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Sub Unit	Object/ Sub Object	Trust Account	Dollars
	010	34	0115		4424		\$330,000

Budget Funding Year(s) 2015-20 Start Date 5/1/2015 End Date 4/30/2020
 (must match resolution)

Funding Source Tax Dollars \$89,100
 State Aid \$89,100
 \$ 330,000 Federal Aid _____
 (must match resolution) Other \$151,800 (Tuition)