



Fulton County

Legislation Text

File #: 22-0839, Version: 1

Department

Information Technology

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to renew existing contracts, Department of Information Technology, 21ITB0929B-EC, W-2, 1099, and Affordable Care Act Filing, Processing, Printing, and Mailing Services in an amount not to exceed \$40,000.00 with National Payment Corporation (Tampa, FL) to provide a system to process, print, fold, and mail W-2 forms, 1099-Misc forms, 1099-R forms and Affordable Care Act (ACA) forms for employees, poll workers, retirees and vendors of the County. This action exercises the first of three renewal options. Two renewal options remain. Effective January 1, 2023 through December 31, 2023. **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-394(6), the Purchasing Department shall present all renewal requests to the Board of Commissioners at least 90 days prior to the contract renewal date, 60 days if the contract term is six (6) months or less.

Strategic Priority Area related to this item *(If yes, note strategic priority area below)*

Open and Responsible Government

Commission Districts Affected

- All Districts
- District 1
- District 2
- District 3
- District 4
- District 5
- District 6

Is this a purchasing item?

Yes

Summary & Background

The Department Information Technology (“Information Technology”) recommends this important and vital service for employees and contractors to receive their earnings and income statements.

Scope of Work: Information Technology recommends the renewal approval of the contract for

National Payment Corporation to provide the system to process, print, fold, and mail W-2 forms, 1099-Misc forms, 1099-R forms and Affordable Care Act (ACA) forms for employees, poll workers, retirees and vendors of Fulton County.

Community Impact: There is no impact on the community.

Department Recommendation: Information Technology recommends approval.

Project Implications: Provides critical operational support function for County Government.

Community Issues/Concerns: There are no community issues/ concerns.

Department Issues/Concerns: There are no departmental issues/ concerns.

Contract Modification

Current Contract History	BOC Item	Date	Dollar Amount
Original Award Amount	21-0999	12/15/2021	\$40,000.00
1st Renewal			\$40,000.00
Total Revised Amount			\$80,000.00

Contract & Compliance Information (Provide Contractor and Subcontractor details.)

Contract Value: \$40,000.00

Prime Vendor: National Payment Corporation

Prime Status: Non-Minority

Location: Tampa, FL

County: Hillsboro

Prime Value: \$40,000.00 or 100.00%

Total Contract Value: \$40,000.00 or 100.00%

Total M/FBE Value: \$-0-

Exhibits Attached

Exhibit 1 Contractor's Performance Report

Exhibit 2 Contractor Renewal Evaluation

Exhibit 3 Contract Renewal Agreement

Contact Information

 (Type Name, Title, Agency and Phone)

Lateef Ashekun, Interim CIO, Information Technology, (404) 612-0192

Contract Attached

No

Previous Contracts

Yes

Total Contract Value

Original Approved Amount: \$40,000.00
Previous Adjustments: \$0.00
This Request: \$40,000.00
TOTAL: \$80,000.00

Grant Information Summary

Amount Requested: Cash
Match Required: In-Kind
Start Date: Approval to Award
End Date: Apply & Accept
Match Account \$:

Fiscal Impact / Funding Source

Funding Line 1:

100-220-2202-1459: General Funds, Information Technology, Printing- \$40,000.00. Pending approval of FY23 Budget by the Board of Commissioners.

Key Contract Terms	
Start Date: 1/1/2023	End Date: 12/31/2023
Cost Adjustment: \$40,000	Renewal/Extension Terms: 2 renewal options remain

Overall Contractor Performance Rating: 85

Would you select/recommend this vendor again?

Yes

Report Period Start: 1/1/2022
Report Period End: 12/31/2022