

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**.

All fields must be completed.
Incomplete request forms will be returned to sender which may cause a delay in processing.

Date of Request: July 31, 2012

Please mark one: Bill Request or Resolution Request

1. Has your agency submitted this request in the last 12 months?

Yes No

If yes, please explain:

2. Title: *(Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.)*

An ordinance to authorize an amendment to the Active Network professional services and license contract CE05035 for the Enterprise Cashiering Solution Program.

3. Requesting Agency: Technology Services

4. Contact Person: *(With actual knowledge of proposed ordinance/resolution.)*

- Name: Susan Ingle
- Phone: 303-210-7083
- Email: susan.ingle@denvergov.org

5. Contact Person: *(With actual knowledge of proposed ordinance/resolution who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.)*

- Name: Chris Binnicker
- Phone: 720-913-4972
- Email: chris.binnicker@denvergov.org

6. General description of proposed ordinance including contract scope of work if applicable:

This amendment will allow the Enterprise Cashiering Solution Program to be implemented to additional City and County of Denver agencies as outlined in the 5 year rollout plan (see executive summary). The program provides secured point of sale and online payments, standardizes receipting and cash handling functions, and supports PCI (Payment Card Industry) compliance.

****Please complete the following fields:** *(Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field.)*

- a. Contract Control Number: CE05035-1
- b. Duration: 8/10/10 to 8/11/2018
- c. Location: Citywide
- d. Affected Council District: N/A
- e. Benefits: Secured payments, online payment expansion, standardizes cashier receipting and cash handling citywide and supports PCI compliance.
- f. Costs: Total contract amount: \$1,900,722

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

7. Is there any controversy surrounding this ordinance? (Groups or individuals who may have concerns about it?) Please explain.

No

EXCECTIVE SUMMARY

REQUEST FOR AN ORDINANCE TO AUTHORIZE AN AMENDMENT TO THE ACTIVE NETWORK PROFESSIONAL SERVICES AND LICENSES CONTRACT

The Enterprise Cashiering Solution Project began in 2010 and is the ongoing roll out to implement a consistent, state of the art point-of-sale and online payments system in city agencies. It provides standardized, industry standards and best business practices for secured, automated payments, cash receipting and cash handling.

Active Network was the selected through a competitive City Request for Proposals process in 2010. Beginning in 2011, the system was first rolled out to Treasury (on-line payments of property taxes), Wastewater, Community Planning and Development, Public Works-Composting and Parks-Donations. Currently, the system is being implemented in the Animal Shelter, and Environmental Health. This ordinance request will allow the roll out to the Electronic Monitoring, Vehicle Impound, Office of Economic Development, Parking Management, Human Services and the remainder of Manager of Safety. The amendment will add an additional \$1,472,520 to the contract for a total \$1,900,722. The term is also being extended three additional years to reflect that it will take five years to implement the system City-wide and will provide agencies at least three years of use before considering a replacement solution.

The Enterprise Cashiering Solution provides improved customer experience and convenience through online payments, cross agency payments, and automated updating of customer records. The solution also provides improved and standardized cash handling policies and procedures, automated updating of city financial records, automated and accelerated deposit of city funds for lower processing costs and increased investment income, all with Payment Card Industry Data Security Standards compliant functionality and security.

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