

RESOLUTION NO. 2020-14

AUTHORIZING CONTRACT NO. 2019-126 WITH PNC BANK, NATIONAL ASSOCIATION TO PROVIDE PURCHASING CARD PROGRAM SERVICES FOR A PERIOD OF THREE YEARS, WITH TWO, ONE-YEAR OPTIONS, REVENUE GENERATING (AMOUNT VARIABLE BASED UPON ANNUAL SPEND)

WHEREAS, the Greater Cleveland Regional Transit Authority currently utilizes a purchasing card program; and

WHEREAS, the Authority wishes to continue with its purchasing card program through a qualified credit issuer and maximize revenue generating opportunities through the purchasing card program annual rebate; and

WHEREAS, the proposal of PNC Bank, National Association, located at 300 Fifth Avenue, Pittsburgh, Pennsylvania, to provide purchasing card program services was received on November 8, 2019; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of PNC Bank, National Association, as negotiated, to be in the best interest of the Authority and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the proposal submitted by PNC Bank, National Association, as modified by negotiations, to provide purchasing card program services for a period of three years, with two, one-year options, be and the same is hereby accepted.


Section 2. That the General Manager, Chief Executive Officer of the Authority be, and she is hereby authorized to enter into a contract with PNC Bank, National Association, for purchasing card program services for a period of three years, with authority to exercise two, one-year options.

Section 3. That the proceeds to the Authority shall be deposited into the General Fund.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor to the Specifications and Addenda, thereto, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2015-076; bonding and insurance requirements; and all applicable laws relating to the contractual obligations of the Authority.

Section 5. That this resolution shall become effective immediately upon its adoption.

Adopted: February 18, 2020



President

Attest: 

Interim Secretary-Treasurer



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| TITLE/DESCRIPTION: CONTRACT: PURCHASING CARD PROGRAM SERVICES | Resolution No.: 2020-14 |
| VENDOR: PNC BANK, NATIONAL ASSOCIATION | Date: February 13, 2020 |
| AMOUNT: REVENUE GENERATING (AMOUNT VARIABLE, DEPENDING UPON ANNUAL SPEND) | Initiator: Accounting |
| ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____ | |

- 1.0 PURPOSE/SCOPE: This action will allow the Authority to enter into a contract to obtain purchasing card program services for a period of three years with two, one-year options.
- 2.0 DESCRIPTION/JUSTIFICATION: The Authority desires to retain a qualified credit card issuer to continue with the existing purchasing card program. The purchasing card program is designed for single item purchases not to exceed \$2,500.00. The Authority has extended the current purchasing card use to more than 100 card users with various budgeted credit limits. Many of these purchases consist of travel, specialized inventory parts for bus and rail fleets, small tools and supplies for maintenance facilities, parts for non-revenue trucks and cars, and typical supplies required for the operation and maintenance of an office environment. The Authority's purchasing card program requires the qualified credit card issuer to provide internal and external monitoring, reporting options, online program management, interface to the General Ledger, and continuous customer support and technical assistance.
- 3.0 PROCUREMENT BACKGROUND: The Request for Proposal ("RFP") was posted on the GCRTA Procurement web site and advertised in the local newspapers. Seven (7) interested parties downloaded the solicitation and four (4) proposals were received. After evaluation by a panel of Authority employees, in accordance with established Procurement Department policies and procedures, and after negotiations, the proposal of PNC Bank, National Association was determined to be the most advantageous to the Authority. PNC Bank, National Association offers a 1% rebate based on the Authority's annual spend.

A revenue analysis was performed and the Procurement Department has determined that the offer of PNC Bank, National Association is fair and reasonable for the Authority.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: The Office of Business Development does not conduct Affirmative Action reviews or establish goals on revenue generating contracts.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: The exact amount of revenue that will be generated is directly dependent upon the Authority's annual spend. Funds will be deposited into the General Fund.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would deny the Authority the benefits of a purchasing card program and its generated revenue.

- 8.0 RECOMMENDATION: It is recommended that the offer of PNC Bank, National Association, as negotiated, be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



General Manager, Chief Executive Officer