## APPROVE EXERCISING THE OPTION TO RENEW THE AGREEMENT WITH RBS WORLDPAY F/K/A RBS LYNK INCORPORATED, A WHOLLY OWNED SUBSIDIARY OF THE CITIZENS FINANCIAL GROUP, FOR PAYROLL DEBIT CARD PROCESSING

## THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve exercising the option to renew the agreement with RBS WorldPay f/k/a RBS Lynk Incorporated, a wholly owned subsidiary of the Citizens Financial Group ("RBS WorldPay"), to provide debit card processing services to the Department of Human Resources for payroll distribution at a cost for the option period not to exceed \$50,000. A written document exercising this option is currently being negotiated. No payment shall be made to Vendor during the option period prior to the execution of the written document. The authority granted herein shall automatically rescind in the event a written document is not executed within 90 days of the date of this Board Report. Information pertinent to this option is stated below.

Specification No.: 05250037 Contract Administrator: Felicia Carwell

**VENDOR:** RBS WorldPay f/k/a RBS Lynk Incorporated

600 Morgan Falls Road Atlanta, GA 30350 Contact: Cameron Balash Phone: 678-587-1417 Vendor Number: 41466

**USER:** Department of Human Resources

Payroll Services

125 S. Clark Street, 14<sup>th</sup> Floor Contact: Angela Alonzo Phone: 773-553-2666

**ORIGINAL AGREEMENT:** The original Agreement (authorized by Board Report 05-1221-PR14) in the amount of \$350,000 is for a term commencing April 19, 2006 and ending April 18, 2009, with the Board having two options to renew for one year terms. The original agreement was awarded on a competitive basis pursuant to Board Rule 5-4.1.

**OPTION PERIOD:** The term of this agreement is being extended for nine months commencing April 19, 2009 and ending December 31, 2009.

**OPTION PERIODS REMAINING:** There is one option period for one year remaining.

SCOPE OF SERVICES: Vendor shall continue to provide the following services:

- Migration of CPS employees and students who currently receive paper checks to a debit card method of payment.
- Continue the implementation of an employee and student education program by RBS using CPS channels, support and pre-approval.

**DELIVERABLES:** Vendor will continue to provide the following:

- Employee and student payments will be processed in a timely and efficient manner with satisfactory customer service.
- CPS employees will receive a payroll debit card in lieu of a paper paycheck with the following benefits:
  - One free ATM transaction will be given for every direct deposit
  - o No employee monthly maintenance fees will be charged
  - o Ability to use Charter One ATM network at no surcharge per transaction
  - o Employees can get free access to 100% of their paycheck at Charter One branch offices
  - o Free Point-of-service access for all CPS employees
  - 24 hour customer service to CPS employees via phone or internet
- CPS employees and student education program will be implemented by RBS using CPS channels, support and pre-approval.

**OUTCOMES:** Vendor's services will result in an increase in the number of CPS employees on an electronic payment method (i.e., being able paid on a debit card versus paper check) to support the goal of paperless payroll with no paper paychecks nor pay advices in the future.

COMPENSATION: Vendor shall be paid during this option period as follows: \$.65 per debit card load per employee or student.

AUTHORIZATION: Authorize the General Counsel to include other relevant terms and conditions in the written option document. Authorize the President and Secretary to execute the option document. Authorize the Chief Human Resources Officer to execute all ancillary documents required to administer or effectuate this option agreement.

AFFIRMATIVE ACTION: The M/WBE goals for this agreement are 25% total MBE and 5% total WBE participation. However, the Office of Business Diversity recommends that a full waiver of the goals required by the Remedial Program for Minority and Women Owned Business Enterprise Participation in Goods and Services contracts be granted as this agreement classifies as a unique transaction.

**LSC REVIEW:** Local School Council approval is not applicable to this report.

FINANCIAL: Charge to the Department of Human Resources: \$50,000 Fiscal Year: 2009

Source of Funds: General Funds Budget Classification: 11070-115-54125-252401-000000

## **GENERAL CONDITIONS:**

Inspector General - Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board member during the one year period following expiration or other termination of their terms of office.

Indebtedness - The Board's Indebtedness Policy adopted June 26, 1996 (96-0626-PO3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics – The Board's Ethics Code adopted June 23, 2004 (04-0623-PO4), as amended from time to time, shall be incorporated into and made a part of the agreement.

Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

**Approved for Consideration:** 

**Chief Purchasing Officer** 

Within Appropriation:

**Chief Financial Officer** 

Ron Huberman

**Chief Executive Officer** 

Approved as to legal forms

Patrick J. Rocks

Genetal Counsel