



City of Austin

Recommendation for Action

File #: 25-0512, **Agenda Item #:** 17.

4/24/2025

Posting Language

Authorize an amendment to a contract for continued credit card and charge card processing services for the Financial Services Department with Paymentech LLC, to increase the amount by \$630,000 and to extend the term by seven months for a revised total contract amount not to exceed \$11,580,000. Funding: \$360,000 is available in the Fiscal Year 2024-2025 Operating Budgets of various City departments.

Lead Department

Financial Services Department.

Client Department(s)

All City Departments.

Fiscal Note

Funding in the amount of \$360,000 is available in the Fiscal Year 2024-2025 Operating Budgets of various City departments.

Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

Contract Amendment.

MBE/WBE:

This contract was awarded in accordance with City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program). For the goods and services required for this contract, no subcontracting goals were established.

Prior Council Action:

August 11, 2016 - Council approved a contract for merchant card processing services with Paymentech LLC.

For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at FSDCentralProcurementRCAs@austintexas.gov or 512-974-2500.

Additional Backup Information:

This amendment will provide continued credit card payment processing services that allows patrons of City services to use Visa, MasterCard, and Discover credit cards as methods of payment. Credit card acceptance by various City departments is a customer service convenience, providing citizens with a payment option in addition to cash.

Additional contract time and authority on the existing contract is needed while the City pursues a new contract for merchant card processing.

If an amendment is not approved, City departments will not be able to accept credit card payments for services, which may lead to decreased business performance.