



## Legislation Text

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**File #:** 60867, **Version:** 1

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### **Fiscal Note**

The proposed resolution authorizes the extension of the noncompetitive contract with KUBRA Data Transfer LTD to process and present property tax and municipal services bills for an additional two years. The estimated cost is \$200,000 annually, which will be funded by the Water Utility (\$125,000) and Treasurer's Office (\$75,000). The current contract with KUBRA will expire on July 9, 2020. The City of Madison Water Utility and Treasurer's Office are in the process of developing and adopting a new billing system through Tyler UB. The Treasurer's Office is anticipated to deploy the system for sending 2021 property tax bills, and the Water Utility anticipates deployment by January 2022. Funding is available in the supplies and purchased services lines of the 2020 Adopted Operating Budget for the Water Utility and Treasurer's Office. No additional appropriation is required.

### **Title**

A Resolution authorizing the extension of a noncompetitive contract with KUBRA Data Transfer LTD to act as the bill presentment and payment processor for the Property Tax and Municipal Services Bills for the City Treasurer's Office and the Madison Water Utility for an additional two-year period.

### **Body**

WHEREAS, the City of Madison Treasurer's office and Madison Water Utility (MWU) selected KUBRA Data Transfer LTD (KUBRA) for their bill printing and mailing and electronic bill presentment provider in 2015. MWU went live with KUBRA in March 2018; and

WHEREAS, the current contract with KUBRA will expire on 7/9/2020; and

WHEREAS, MWU is in the process of implementing a new billing system, Tyler UB, and cannot issue an RFP or change vendors for electronic bill presentment and payment until the new billing system is further along; and

WHEREAS, both the Treasurer's office and MWU require the services of KUBRA in the meantime; and

WHEREAS, under sec. 4.26(4)(b) of the Madison General Ordinances if the aggregate amount of the fee for services exceeds \$50,000 and the contract was not subject to a competitive bidding process, the contract shall meet one of the other requirements for sec. 4.26(4)(a) and be approved by the Common Council; and

WHEREAS, for the reasons stated in the attached Noncompetitive Selection Request Form, the proposed contract with KUBRA Data Transfer LTD meets the exception to the bidding process in section 4.26(4)(a)(7) which states "A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant";

NOW THEREFORE BE IT RESOLVED that the Finance Director or its designee are authorized to execute a one-year service contract with a one-year option to renew, not to exceed \$200,000 annually, with KUBRA Data Transfer LTD for the above described services.