



CITY OF MARTINEZ

**CITY COUNCIL AGENDA
July 24, 2013**

TO: Mayor and City Council

FROM: Alan Shear, Assistant City Manager
Cathy Spinella, Finance Manager
Kristine Sosa, Accountant
Bob Cellini, Public Works Superintendent

SUBJECT: Agreement with Bank of America for Banking Services for
Metered Coin Deposit

DATE: July 18, 2013

RECOMMENDATION:

Approve a resolution authorizing the City Manager to enter into an agreement with Bank of America for banking services related to receiving, storing and depositing the revenue generated from parking meters and credit card merchant services.

BACKGROUND:

In 2006, the City conducted a Request for Proposals (RFP) process for banking services and the contract was awarded to US Bank. This change in banking services included the deposit of parking meter coin, but did not allow for coin storage. The City Council approved a contract with Westamerica Bank on February 6, 2011, to return to the pre-2006 process of coin deposit and storage.

The City was notified in June that the Westamerica Branch located at 590 Center Avenue was closing and thereby would no longer be able to process the parking meter coin deposits. Since the parking meter technician needs to store the coin in a downtown branch, staff made contact with all of the financial institutions located downtown, including: Citibank – 901 Main Street; Wells Fargo – 902 Main Street; US Bank – 659 Main Street; Bank of America – 626 Main Street; Union Bank – 634 Ferry Street; and Contra Costa Federal Credit Union – 1111 Pine Street.

Of the six banks that responded to the City’s inquiries, three expressed interest in offering banking services to process the metered coin. Staff subsequently met with Bank of America, Union Bank and Contra Costa Federal Credit Union and is recommending a contract with Bank of America based on the lowest cost and ability to meet all of the City’s needs for processing the coin from the parking meters. The following is a synopsis of the responses:

1. Citibank – could not accommodate due to limited vault space.
2. Wells Fargo – could not accommodate due to not accepting deposits that are “subject to count.”
3. US Bank – could not accommodate due to limited vault space.
4. Bank of America – submitted a proposal, estimated costs of \$2,500 annually.
5. Union Bank – submitted a proposal, estimated costs of \$8,500 annually.
6. Contra Costa Federal Credit Union – submitted a proposal, estimated costs of \$15,000 annually.

The amounts are approximate and difficult to fully quantify due to the potential number of different calculations and methods for charging coin processing and account fees. The primary reason Bank of America’s fees are so much lower is they have agreed not to charge the City for the twice per week armored car service they have already contracted, and the City is amenable to Bank of America’s existing scheduled pickup days.

FISCAL IMPACT:

The cost of the agreement is approximately \$2,500 annually. The savings is estimated at \$6,500 annually to the Parking Fund.

ACTION:

Adopt a resolution authorizing the City Manager to execute a contract with Bank of America for deposit of parking meter coin and credit card merchant services from parking meters.

Attachment:
Resolution

Contract: Standard Consultant Services Contracts on file from the City Attorney’s office will be used and BOA is still reviewing.

APPROVED BY:


City Manager

RESOLUTION NO. -13

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARTINEZ
AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH BANK
OF AMERICA FOR BANKING SERVICES FOR METERED COIN DEPOSIT AND
CREDIT CARD MERCHANT SERVICES FROM PARKING METERS

WHEREAS, in 2006 the City requested proposals for banking services, conducted interviews and selected US Bank as the City's primary bank based on the criteria listed in the RFP; and

WHEREAS, in 2011 the City contracted separately with Westamerica Bank for metered coin deposit and storage services at the local branch office located at 590 Center Avenue; and

WHEREAS, the City was notified in June 2013 that the local branch office of Westamerica Bank would be closing by August 1st and therefore would no longer be able to receive and store metered coin deposits; and

WHEREAS, the City recently contacted all downtown banks to inquire about similar metered coin deposit and storage services, and received six responses to its inquiries; and

WHEREAS, after evaluating the responses, the City has determined that Bank of America offers a more efficient process for metered coin deposit than the City's primary bank and at a lower cost; and

WHEREAS, the City has determined that the City Manager, Assistant City Manager and City Treasurer shall be signers on the account, and

WHEREAS, the positions are held as of this date by Philip Vince, City Manager, Alan Shear, Assistant City Manager and Carolyn Robinson, City Treasurer, and

WHEREAS, the signers on the account will be removed upon termination from the position with the City of Martinez and will be replaced by the then current City Manager, Assistant City Manager and City Treasurer and,

WHEREAS, the City Council of the City of Martinez concurs with the recommendation of staff and the City Treasurer that Bank of America be designated as the primary depository bank for metered coin deposit and credit card merchant services from parking meters.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Martinez that the City Manager is authorized to execute an agreement with Bank of America for banking services.

* * * * *

I HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution duly adopted by the City Council of the City of Martinez at an Adjourned Regular Meeting of said Council held on held on the 24th day of July, 2013, by the following vote:

AYES:

NOES:

ABSENT:

RICHARD G. HERNANDEZ, CITY CLERK
CITY OF MARTINEZ