

Request for Legislation

An ordinance authorizing the Director of Public Utilities to exercise the first-year option to renew Contract Nos. CT 2002 PS 2018-145 with SourceLink Ohio LLC., and CT 2002 PS 2018-176 with KUBRA Data Transfer Ltd. to provide professional services for the purpose of supplementing the regularly employed staff to manage billing systems and related systems and activities, under the authority of Ordinance 414-17.

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**Background/Purpose:**

DPU utilizes KUBRA Data Transfer and SourceLink Ohio LLC. to manage components of its billing systems and related activities. These components are listed below:

- Bill Print and Mail-Printing and mailing of bills and letters to customers.
- Electronic Bill Payment and Presentment-Processing of electronic bill payments, hosting of bill payment site, storing and presenting of bills electronically.

**Scope of Work/Commodities/Services:**

The resultant one-year option would continue Bill Print, Mail-Printing, Electronic Bill Payment, and Presentment-Processing services from KUBRA Data Transfer Ltd. under Contract No. PS2018-176; and from SourceLink Ohio, LLC under Contract No. PS2018-145.

**Justification/Urgency:**

These contracts are mission critical for DPU, and must continue in order to operate reliably for Bill Print, Mail-Printing, Electronic Bill Payment, and Presentment-Processing services through the Customer Care & Billing system (CC&B). At present, the currently awarded vendors are meeting the contractual obligations.

**Anticipated Costs and funding source:**

First 1 Year Option:

	CWD Fund 52 Sub Fund 001	CPP 58 Sub Fund 001
KUBRA Data Transfer Ltd. PS 2018-176	\$450,000	\$115,000
SourceLink Ohio LLC PS 2018-145	\$1,200,000	\$150,000
<b>Total</b>	<b>\$1,650,000</b>	<b>\$265,000</b>

**Schedule or Term of Contract:**

Legislation is to lead to contract extensions of professional services for the term of one (1) year.

**Current Contract(s):**

<b>Vendor Name Address</b>	<b>Services/Work performed</b>	<b>Contract Info</b>	<b>CSB Participation</b>
SourceLink Ohio, LLC. 3303 W. Tech Blvd Miamisburg, OH 45342	Bill and Letter Printing and Mailing	Contract #: PS2018-145 Contract Total-to-date: \$3,240,000 Contract Exp. Date: 6/30/21	Per OEO, due to type of services being provided, CSB participation is impractical
KUBRA Data Transfer 210 McGaw Edison, NJ 08837	Electronic Bill Payment and Presentment. Website Hosting.	Contract #: PS2013-153 Contract Total-to-date: \$1,200,000 Contract Exp. Date: 7/31/21	Per OEO, due to type of services being provided, CSB participation is impractical

**Previous Contracts:**

<b>Vendor Name Address</b>	<b>Contract Info</b>	<b>CSB Participation (OEO Actual %’s)</b>
SourceLink Ohio, LLC. 3303 W. Tech Blvd Miamisburg, OH 45342	Contract #: PS2016-149 Contract Total-to-date: \$1,690,000 Contract Exp. Date: 6/30/18	Direct Award Ordinance, Impractical to subcontract
KUBRA Data Transfer 210 McGaw Edison, NJ 08837	Contract #: PS2013-153 Contract Total-to-date: \$800,000 Contract Exp. Date: 7/31/18	Per OEO, due to type of services being provided, CSB participation is impractical
SourceLink Ohio, LLC. 3303 W. Tech Blvd Miamisburg, OH 45342 Bill Print and Mailing Services	Contract #: PS2012-180 Awarded Amt: \$ 4,023,706.88 Contract Exp Date: July 2016	Direct Award Ordinance, impractical to subcontract
KUBRA Data Transfer 210 McGaw Edison, NJ 08837 Electronic Bill payment and Presentment	Contract #: PS68659 Awarded Amt: \$ 170,000 Contract Exp Date: July 31, 2013	Impractical to subcontract

KUBRA Data Transfer 210 McGaw Edison, NJ 08837 Electronic Bill payment and Presentment	Contract #: PS2010-107 Awarded Amt: \$ 180,719.57 Contract Exp Date: July 31, 2013	Impractical to subcontract
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