

**INDIAN RIVER COUNTY  
OFFICE OF MANAGEMENT AND BUDGET  
PURCHASING DIVISION**

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**DATE:** August 22, 2019

**TO:** BOARD OF COUNTY COMMISSIONERS

**THROUGH:** Jason E. Brown, County Administrator  
Kristin Daniels, Budget Director

**FROM:** Jennifer Hyde, Purchasing Manager

**SUBJECT:** First Extension of Agreement for Automated Teller Machine Services

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**BACKGROUND:**

There are currently two Automated Teller Machines (ATMs) installed in Admin Buildings A and B. The machines were originally installed in 2012 as the result of a request for proposals (RFP) process, with Oculina Bank the owner of the machines. At the conclusion of the original agreement and extensions, RFP 2016042 was issued, with Oculina who was the only respondent. The Board authorized award and the execution of a three-year agreement with two one-year renewals available on July 12, 2016. The initial term of the agreement ended on August 15, 2019.

**ANALYSIS:**

Oculina Bank merged with IBM Southeast Employees' Credit Union ("IBMSECU"), effective April 1, 2019, and now operates under that name. IBMSECU has agreed to the first extension to the agreement, maintaining the maximum transaction fee of \$1.50 per withdrawal. No other fees are proposed. Staff has been content with the service provided, and the ATMs have required no staff involvement. Staff would like to execute the first extension to the agreement.

**FUNDING:**

No funding is required.

**RECOMMENDATION:**

Staff recommends the Board approve the first extension, and authorize the Chairman to sign after the County Attorney has reviewed it for legal sufficiency.

**ATTACHMENT:**

First Extension to Agreement for Automated Teller Machine Services