

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

DATE: August 6, 2024

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: John A. Titkanich, Jr., County Administrator
Elissa Nagy, Chief, Comptroller Division
Bryan Beavers, Utilities Finance Director

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Amendments to Banking and Lockbox Agreements

BACKGROUND:

On October 18, 2016, the Board awarded agreements for Banking and Lockbox Services to TD Bank and Regions Bank, respectively. Both agreements were set to expire on December 31, 2023. A single RFP was issued for both services to be provided by a single bank, with a requirement that the bank have a full-service location within Indian River County. Because they do not have a branch in Indian River County, Regions Bank did not submit a proposal.

On October 31, 2023, the Board awarded RFP 2024007 for Banking and Lockbox Services to TD Bank, and approved a master agreement with them.

DISCUSSION:

During the transition between banks for lockbox services, Regions has continued to provide services for Utilities billing at its previous rates, and in the same manner as the previously awarded agreement.

Utilities and Comptroller Division staff have been working since December of 2023 with TD Bank to transfer lockbox services from Regions to TD Bank. After a series of delays in implementation of the proposed lockbox operation with TD Bank, staff has determined the new processes necessary for implementation will be cumbersome and less efficient than the existing services from Regions. The agreement with TD Bank allows the County to remove any of the elective services at any point.

Regions Bank has provided a proposal to provide lockbox services, amending the previous agreement. Annual estimated fees are \$42,000. The lockbox pricing submitted by the five banks responding to the RFP ranged from \$16,000 to \$94,700 annually.

Staff would like to terminate the lockbox services with TD Bank, amend the TD Bank agreement to remove the services, and amend the Regions Bank services agreement to

facilitate a three-year term of service. Services provided by Regions Bank are in accordance with its Master Agreement for Treasury Management Services, which does not require execution or approval. A copy of the current Regions Master Agreement is available for review in the Purchasing Division.

FUNDING:

Utilities lockbox fees are charged directly to the Utilities Operating Fund, Customer Service, Other Professional Services Account 47126536-033190. Utilities Operating Funds come from water and sewer sales.

Account Number	Account Description	Estimated Total Paid in FY 23/24
47126536-033190	Utilities/Customer Service/Other Professional Services	\$24,338.55

RECOMMENDATION:

Staff recommends the Board approve the amendments to the Regions Bank and TD Bank agreements, and authorize the Chairman to sign, after review and approval by the County Attorney as to form and legal sufficiency.

Attachments:

First Amendment to TD Bank Agreement
Amendment to Regions Bank Master Agreement