



Council Report

Report Number: PUR2022-014
Meeting Date: April 19, 2022
Title: 2022-45-SS Agreement with US Bank
Description: Purchasing Card Agreement (Visa)
Author and Title: Launa Macey, Supervisor of Procurement

Recommendation(s):

That Report PUR2022-014 for **2022-45-SS Agreement with US Bank**, be received;

That the City enter into an agreement with US Bank for the City's Corporate Purchasing Card for a five (5) year term; and

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreements to award the contract.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The City currently has US Bank Visa's for eligible staff to purchase items in accordance with the Employee Expense Policy and Management Directive.

The City is part of the Kawartha Collaborative Purchasing Group (KCPG) and has been part of the US Bank program that offers the group rebates dependant on dollar values spent annually since 2005.

The rebate program has been restructured by US Bank, to offer a tiered rebate program, based on our annual spend.

Currently the spend is around \$3,845,626, the new plan will see an increase of around 20% in rebates compared to the old program. If the City's spend increases, so will the rebates.

Rationale:

The City currently uses the US Bank Visa card for employee purchases. Keeping with this purchasing card program will ensure the City continues to see rebates for purchases and will in fact enable the City to see an even greater rebate throughout the duration of the contract. Staff recommends the City enter into an agreement with US Bank for the City's Corporate Purchasing Card for a five (5) year term.

Other Alternatives Considered:

No other alternatives are being considered as the increased rebates are based on the total spend of all KCPG members.

Alignment to Strategic Priorities

The Purchasing Card agreement aligns with the strategic priority of "Good Government" because the purchases made to maintain assets of the City contribute to an overall spend amount which translates into a rebate that the City can use to reduce deficit or form part of the surplus.

Financial/Operation Impacts:

Visa Purchases are monitored by each Department and Treasury in compliance with the Employee Expense Policy and Management Directive.

Consultations:

Treasurer
Supervisor – Cost Accounting

Department Head email: jstover@kawarthalakes.ca

Department Head: Jennifer Stover, Corporate Services Director

Department File: 2022-45-SS