

CONTRACT APPROVAL FORM

(Contract Management Use only)

CONTRACT TRACKING NO.

CM2272-A12

CONTRACTOR INFORMATION

Name: Bill2Pay

Address: 4700 140th Avenue N. Suite 106 Clearwater FL 33762
City State Zip

Contractor's Administrator Name: Helen Toro Title: Client Relations Specialist

Tel#: (727) 499-3947 Fax: _____ Email: helen.toro@bill2play.com

CONTRACT INFORMATION

Contract Name: Payment Processing Services Agreement Contract Value: Est. \$2,000/Yr.

Brief Description: Amendment #1 to Agreement for absorption of fees for a period of time due to the coronavirus

Contract Dates : From: 10/1/15 to: 9/30/20 Status: New Renew Amend# WA/Task Order

How Procured: Sole Source Single Source ITB RFP RFQ Coop. Other Financial Services

If Processing an Amendment:

Contract #: CM2272 Increase Amount of Existing Contract: N/A

New Contract Dates: N/A to N/A TOTAL OR AMENDMENT AMOUNT: N/A

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

- 1. [Signature] 3/30/20
Department Head Signature Date
- 2. [Signature] 3/27/20
Contract Management Date
- 3. [Signature] 3/30/20
Office of Management & Budget Date
- 4. [Signature] 3/30/20
County Attorney (approved as to form only) Date

OMB
Submitting Department
Various use from Depts
Funding Source/Acct #

Comments: _____

COUNTY MANAGER – FINAL SIGNATURE APPROVAL

[Signature] [Signature]
Michael Mullin Date

RETURN ORIGINAL(S) TO CONTRACT MANAGEMENT FOR DISTRIBUTION AS FOLLOWS:

- Original: Clerk's Services; Contractor (original or certified copy)
- Copy: Department
- Office of Management & Budget
- Contract Management
- Clerk Finance

CS19-206



Effective immediately related to the Electronic Payment Processing services provided to Nassau County Board of County Commissioners

Nassau County Board of County Commissioners and Bill2Pay, LLC agree to the following:

For a temporary period of time, due to the Coronavirus Pandemic, the Building Department of **Nassau County Board of County Commissioners** will begin absorbing existing Bill2Pay fees for payment transactions made through Bill2Pay instead of billing a convenience fee to their customers.

The fees invoiced will be in accordance with the existing pricing in place for **Nassau County BOCC**.

Bill2Pay will invoice **Nassau County BOCC** bi-weekly for the amount of fees owed for the transactions processed.

The invoice "payment due" terms will be 14 business days.

This document is an Addendum to the contract between the parties dated 10/1/15. All other Terms & Conditions in the Contract remain in effect.

Bill2Pay, LLC

DocuSigned by:
Richard Stierwalt
DA059F82469F468...

Signature

Print Name /Title

Richard Stierwalt Chief Executive Officer

Date

3/25/2020

Nassau County Board of County Commissioners

Signature

Print Name /Title

Michael Mullin / County Manager

Date

4/1/20