



# Lake Havasu City

Lake Havasu City  
Municipal Courthouse  
Council Chambers  
92 Acoma Boulevard  
Lake Havasu City, Arizona  
86403  
[www.lhcaz.gov](http://www.lhcaz.gov)

## Legislation Text

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File #: ID 18-1533, Version: 1

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## COUNCIL COMMUNICATION

**TO:** Honorable Mayor and Council

**FROM:** Tabatha Miller, Administrative Services Director

**SUBJECT:**

Award Agreement for Professional Services to CDS Global, Inc. for Lockbox Services

**FUNDING SOURCE:**

General Fund

**PURPOSE:**

Award Agreement for lockbox services for processing utility bill payments.

**BACKGROUND:**

In November, 2017 the City solicited Requests for Proposal to supply lockbox services for City utility bills. Lockbox services include receiving utility remittances on behalf of the City, processing the payments, making daily deposits to the City's bank and creating an electronic file to upload to the City's utility billing software. The City received three proposals and the selection committee selected CDS Global, Inc. as the preferred vendor. CDS Global, Inc. is the City's current service provider and proposed the least expensive services.

**COMMUNITY IMPACT:**

N/A

**FISCAL IMPACT:**

Sufficient Funds are available in Account No. 110.1612.401.46-10. The costs of the lockbox services are allocated to the Water, Wastewater and Refuse utility funds.

**ATTACHMENTS:**

Services Contract between Lake Havasu City and CDS Global, Inc.

**SUGGESTED MOTION:**

I move to award the Agreement for Professional Services to CDS Global, Inc. for lockbox services.