



*County of Nevada ~  
Office of the Treasurer & Tax Collector*

**Tina M. Vernon**  
Treasurer & Tax Collector  
[tina.vernon@co.nevada.ca.us](mailto:tina.vernon@co.nevada.ca.us)

950 Maidu Avenue  
PO Box 128  
Nevada City, CA 95959-0128  
(530) 265-1285

**NEVADA COUNTY BOARD OF SUPERVISORS**  
**Board Agenda Memo**

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**MEETING DATE:** April 11, 2017  
**TO:** Honorable Board of Supervisors  
**FROM:** **Tina M. Vernon, Treasurer & Tax Collector**  
**SUBJECT:** Approval of contract with LexisNexis VitalChek for electronic payment services

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**RECOMMENDATION:** Approve the Resolution to contract with VitalChek for countywide electronic payment services

**FUNDING:** N/A.

**BACKGROUND:**

In 2000, the Board of Supervisors adopted Ordinance 2012 which approved the use of credit cards for payment of services rendered by the County. In 2012, in response to a growing number of departments wanting to accept this payment form, the County issued a Request for Proposal for Electronic Payment Services and Official Payments Corporation was chosen. Since that time, technology has advanced and the need for more payment options has expanded. In 2016, the County issued another Request for Proposal and received numerous responses for these types of services. After careful review, Lexis Nexis VitalChek was selected due to its advanced technology, lower price to consumers and ability to accommodate the various needs of different departments.

This three year contract with VitalChek will provide the public with electronic payment options, to include online and over-the-phone, over-the-counter, and electronic check payments. Credit cards payments will incur a 2.4% convenience fee, versus the 2.5% charged by Official Payments, debit cards will incur a 2.0% convenience fee versus the 2.5% charged by Official payments and electronic checks will incur a \$0.50 per item convenience fee which will replace our current "Virtual Check" system that has since become outdated. Currently, 15 County Departments are looking to implement this service for our constituents. The ability to collect electronic payments allows deposits to be made more timely and gives our County citizens more convenient options for payment of services, taxes, fees and licenses.

**Item Initiated and Approved by: Tina M. Vernon**  
Submittal Date: March 23, 2017