

RESOLUTION NO. 2025-192

RESOLUTION EXERCISING OPTION TO RENEW  
CONTRACT C23-0102 FOR FURNISHING A PURCHASING  
CARD (P-CARD) PROGRAM.

WHEREAS, on September 26, 2023, City Council adopted Resolution No. 2023-450, awarding a contract to Comdata dba Corpay, 5301 Maryland Way, Brentwood, TN 37027 for Furnishing a Purchasing Card (P-card) Program; and

WHEREAS, the specifications included an option to renew for one (1) additional two (2) year term or two (2) additional one (1) year terms; and

WHEREAS, the Chief Financial Officer has advised that it is necessary to exercise the one (1) additional two (2) year term, extending contract #C23-0102 for the option year beginning September 27, 2024 to September 26, 2026 for hourly fees not to exceed \$4,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the Council of the City of Vineland that the Purchasing Agent and Chief Financial Officer has hereby authorized and directed to amend Resolution 2023-450 to allow for the one (1) additional two (2) year renewal option for Contract No. C23-0102, issued to Comdata dba Corpay for Furnishing a Purchasing Card (P-Card) Program, for the period September 27, 2024 to September 26, 2026 for hourly fees not to exceed \$4,000.00.

Adopted: April 22, 2025

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President of Council pfs

ATTEST:

\_\_\_\_\_  
City Clerk rgf

# FROM THE DESK OF JEANINE N. MENEGETTI

April 10, 2025

## MEMORANDUM TO BUSINESS ADMINISTRATION:

RE: Resolution Request to exercise the option renewal to Contract for Professional Services – Furnish of Purchasing Card (P-Card) Program, RFP # 2023-29

Request to exercise the one (1) additional (2) year option renewal to Contract C23-0102 awarded to Comdata dba Corpay, 5301 Maryland Way, Brentwood, TN 37027 for the period September 27, 2024 to September 26, 2026 for hourly fees not to exceed \$4,000.00. The RFP specifications and contract included the option to renew for two (2) additional one (1) year terms or one (1) additional two (2) year term. The using department has requested the one (1) additional (2) year option renewal term agreed upon by both parties.

If you have any questions or need additional information, please contact me.

Sincerely,

Jeanine N. Meneghetti, QPA  
Purchasing Agent