

**RESOLUTION ORDERING PUBLICATION AND REQUEST FOR PROPOSALS FOR THE ACCEPTANCE OF PAYMENTS BY FINANCIAL TRANSACTION DEVICES (CREDIT CARDS) FOR EXPENSES OWED TO ASHTABULA COUNTY, COMMISSIONER'S OFFICE**

WHEREAS, in accordance with Ohio Revised Code Section 301.28, the Ashtabula County Treasurer, has declined to act as agent for the Acceptance of payments by financial transaction devices for expenses owed to Ashtabula County; and

WHEREAS, The Board of Commissioners is issuing this Request for Proposals for the acceptance of payments by financial transaction devices (Credit Cards) for expenses owed to Ashtabula County; and

WHEREAS, A financial institution, issuer or processor that is interested in receiving a request for proposals IS REQUIRED TO submit written notice of its interest to the Ashtabula County Clerk of the Board, Lisa Hawkins, 25 W. Jefferson St., Jefferson, OH 44047 no later than Monday, April 3, 2023 at 12:00p.m., with said Request for Proposals being sent via regular mail on Friday, April 3, 2023 to all firms that request it; and

WHEREAS, After the entity requests the proposal in writing and receives the proposal by the county, sealed Proposals will be submitted to the Ashtabula County Clerk of the Board in the office of the Ashtabula County Board of Commissioners at 25 W. Jefferson St., 2<sup>nd</sup> Floor, Old Courthouse, Jefferson, OH 44047 for the acceptance of payments by Credit Cards and Other Financial Transaction Devices until 2:00 p.m. on Monday, April 20, 2023; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that proposals will be received by Monday, April 20, 2023 no later than 2:00 p.m. at the office of the Ashtabula County Commissioners, 25 West Jefferson Street, Jefferson, Ohio, and the Clerk of the Board is hereby ordered to advertise in the newspapers on March 15, 2023 and March 22, 2023 and post notice of said proposal on the bulletin board as required by law.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

**Resolution No. 2023-164**

**March 14, 2023**

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**Upon the motion of Kathryn L. Whittington, seconded by J.P. Ducro IV.**

**VOTE:**


**Casey R. Kozlowski  
Kathryn L. Whittington  
J.P. Ducro IV**

**Aye  
Aye  
Aye**

**CERTIFICATE OF CLERK**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.

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Crystal Sturgill, Clerk of the Board, *Acting*  
Board of County Commissioners  
Ashtabula County, Ohio

## **NOTICE TO OFFERORS**

The County intends to request proposals from financial institutions, issuers of financial transaction devices, or processors of financial transaction devices for Ashtabula County Payments by Credit Cards and other Financial Transaction Devices.

The Board of Ashtabula County Commissioners has adopted a Resolution authorizing the processing of payments to County elected officials by the following offices: Board of Commissioners; County Auditor; County Treasurer; County Engineer; County Recorder; County Sheriff; County Coroner; the Clerk of the Juvenile and Probate Court; Clerk of Courts for all division of the Courts of Common Pleas; County Courts- Eastern and Western Divisions; the Ashtabula County Health Department; the Ashtabula County Law Library and the Ashtabula County Nursing and Rehabilitation Center. The financial transaction devices that may be used are: credit card, debit card charge card, prepaid or stored value card, or automated clearinghouse network credit, debit, or e-check entry that includes, but is not limited to, accounts receivable and internet-initiated applications, or any other device or method for making an electronic payment or transfer of funds. Uniform acceptance of financial transaction devices among the different types of county expenses is not required.

A financial institution, issuer or processor that is interested in receiving a request for proposals **IS REQUIRED TO** submit written notice of its interest to the **Ashtabula County Clerk of the Board, Lisa Hawkins, 25 W. Jefferson St., Jefferson, OH 44047** no later than **Monday, April 3, 2023 at 12:00p.m.**, with said Request for Proposals being sent via regular mail on Tuesday, April 4, 2023 to all firms that request it.

Submit written notice of interest to:

Lisa Hawkins,  
Ashtabula County Clerk of the Board of Commissioners  
25 W. Jefferson St.  
Jefferson, OH 44047  
llhawkins@ashtabulacounty.us

After the entity requests the proposal in writing and receives the proposal by the county, sealed Proposals will be received by the Ashtabula County Clerk of the Board in the office of the Ashtabula County Board of Commissioners at 25 W. Jefferson St., 2<sup>nd</sup> Floor, Old Courthouse, Jefferson, OH 44047 for the acceptance of payments by Credit Cards and Other Financial Transaction Devices until **2:00 p.m. on Thursday, April 20, 2023.** The envelope containing the proposal must be sealed, addressed to the Ashtabula County Clerk of the Board at the office of the Ashtabula County Commissioners, 25 W. Jefferson St., 2<sup>nd</sup> Floor, Old Courthouse, Jefferson, OH 44047 and clearly marked as **“Proposal for Acceptance of Payments by Credit Cards and Other Financial Transaction Devices”**.

The Ashtabula County Commissioners reserve the right to reject any and all proposals and to accept the proposal or proposals which serve the best interest of the County as determined by the Ashtabula County Commissioners, pursuant to ORC 301.28.

**BY ORDER OF THE BOARD OF ASHTABULA COUNTY COMMISSIONERS. JEFFERSON, OHIO**

Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV

Lisa Hawkins, Clerk of the Board

Publish in: Gazette Newspapers

Publication dates: March 15, 2023 and March 22, 2023