

Memorandum

REPORT TO: City Commission

FROM: Nicole Armstrong, Accounts Payable
Melissa Hodnett, Finance Director

SUBJECT: Authorize the Finance Director to Sign a Sourcewell Fleet Application with US Bank for Fuel Card Services

MEETING DATE: December 3, 2024

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the Finance Director to sign a Sourcewell Fleet Application with US Bank for fuel card services

STRATEGIC PLAN: 7.5. Funding and Delivery of City Services: Use equitable and sustainable sources of funding for appropriate City services, and deliver them in a lean and efficient manner.

BACKGROUND:

The City of Bozeman has been utilizing WEX Inc fleet fuel cards for over a decade. At that time, WEX was the only available option that was able to handle the volume of fleet cards needed for each City vehicle. Since then, other options have become available. US Bank Voyager is Sourcewell approved and provides an equivalent option with better control options and customer service. Due to repeated issues with WEX, the City would like to switch service providers.

The City entered into a PSA with US Bank on 08/13/2018 for banking and city-wide credit cards. This would simply be an extension of their services. Their system would allow Accounts Payable to be the primary accounts manager but also assign each department their own contact that will be able to handle all fuel card needs. Currently WEX will only allow two managing people to represent all accounts across the entire City. This transition would free up the current managers from having to deal with other departments fuel card needs.

[US Bank and State of Montana Purchasing Entity Addendum](#) [EXTERNAL LINK PDF]

UNRESOLVED ISSUES: None Identified

ALTERNATIVES: As per commission

FISCAL EFFECTS:

No additional fiscal effects

Attachments:

[Sourcewell Fleet Cobrand Application 2023.docx](#)

[U.S KYC ICF.pdf](#)

[Implementation_Form Sourcewell.doc](#)

Report compiled on: November 15, 2024