Jefferson Parish

Request for Proposals No. 0438
Provide Payment Processing Services

May 24, 2022

Paya
303 Perimeter Center N
Suite 600
Atlanta, GA, 30346

Section A - Cover Letter

The Paya Team would like to thank you for the opportunity to provide our comprehensive proposal to Jefferson Parish. We are extremely confident that you will immediately recognize and experience the benefits from selecting and partnering with Paya. Through our experiences, we have developed innovative practices that will help us provide a seamless transition to the best integrated billing and payment platform in the industry. We have read the RFP from Jefferson Parish and see no issue in providing all required solutions.

The attached response will focus on providing an industry-leading turnkey solution that will not only address your documented requirements and objectives, but exceed your expectations as they relate to enhancements and efficiencies. Our proven platform will allow you and your customers to experience and embrace a cutting-edge and cost-effective solution that will deliver the highest levels of client advocacy and customer satisfaction.

Paya differentiates itself from other companies in the marketplace today in many ways. At Paya we don't just evaluate your current processes and the business rules needed to improve your billing and payment solutions—we evaluate and uncover pain points surrounding all impacted functions and processes. By approaching your billing and payment initiatives in this manner, we effectively and efficiently develop an integrated billing and payment solution that will not only reduce manual processes, but save you time and money.

Paya has spent many years supporting programs similar to yours, with needs for industry-leading solutions. Through these relationships, we have been able to learn many best practices, which have enabled us to build the most powerful systems and processes in the industry. Included in this comprehensive response document, we have detailed the resources, solutions and operational plan that will provide your customers with cloud-based, convenient options for paying their tax bills.

This proposal is valid for 120 days and carries the full endorsement of the Paya Senior Leadership Team. We look forward to servicing you and your customers. **John Rodriguez is the single point of contact responsible for this response and is an authorized representative for this company.** His contact information is in the signature block below. **Michele Shepard is the person with binding authority**. Her contact information is below:

Michele Shepard
Chief Commercial Officer
Paya

303 Perimeter Center N, Suite 600
Atlanta, GA 30346
(800) 261-0240 ext 2
michele.shepard@paya.com

The information contained in this proposal or any part thereof, including any exhibits, schedules, and other documents and instruments delivered or to be delivered to the County, is true, accurate, and complete. This proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead the County as to any material facts.

Though there are many functional and financial advantages to the Paya solutions, some key benefits include:

System Security & Up-Time
- From Data Storage to Payment processing, we maintain the highest levels of security

Dynamic & Flexible Technology
- Our technology is customizable and configurable to match your business rules and needs

Internal Development Staff
- Since we don't outsource our development, we are in complete control of your project

Process and Timeline Driven Implementation Structure
- Average just over 50 days for our implementations, structured implementation execution process

1. Assessment and Evaluation
- Process Mapping - Uncovering Pain Points
- Technology & Infrastructure Assessment
- Department Interviews
- Cost Analysis

2. Program Recommendations
- Removing Pain Points & Manual Processes
- Compliance & Security Drivers
- Re-engineered Program
- Scope of Work & Program Proposal

3. Implementation and Transition
- Program Agreement
- Implementation Timeline Development
- Program Management/Care Team
- Documented Business Rule & Service Levels
- Communication Plan

4. Program Measurement
- Performance Metrics
- Satisfaction Survey
- Program Reporting
- Formal Account Reviews
- Continuous Process Improvement

As we collectively work to develop your integrated billing and payment program, we will follow the below execution methodology.

By utilizing this Execution methodology, Paya is able to significantly impact your program in the below areas:

- Reduce Billing & Payment Related Costs and Reduce Delinquent and Past Due Accounts
- Increase Electronic Billing Adoption and Increase Electronic Payment Adoption
- Reduce Payment Exception Handling and Reduce Customer Service Calls & Walk-Ins
- Reduce Manual Process tied to Billing & Payment Functions

Thank you,

John Rodriguez

John Rodriguez
Director of Sales and Business Development
Paya
303 Perimeter Center N, Suite 600
Atlanta, GA 30346
(210) 409-1266
john.rodriguez@paya.com
www.paya.com

Section B - Table of Contents

Section C - Technical Proposal

The Paya solution is a cloud-based platform designed for simplicity, scalability, and flexibility. As discussed in our detailed narrative in the following pages, Paya is a leading provider of billing and payment technology solutions, with a unique, one-stop shop approach. Paya supports 1,200 government clients across North America.

We provide your customers with a variety of payment options, from web, IVR, in-person, text-and-pay, and mobile payments. We have been able to skillfully manage and execute customer experience strategies that will reap enormous rewards for you and your customer base. The family of services in our private cloud allow customers to select a solution that matches their lifestyle for paying and viewing their accounts and bills.

Maximum security is ensured by the Paya Secure encryption process and Paya Cloud, a gateway to our family of services that provides scalable, flexible, and secure processing of customer transactions. Paya will not only evaluate your current processes and business rules needed to improve your billing and payment solutions but will also evaluate and uncover gaps and pain points surrounding all impacted functions and processes. We are therefore able to effectively and efficiently develop an integrated billing and payment solution that will consolidate vendors, reduce manual processes and save you time and money.

Paya will provide Jefferson Parish with payment processing and these interfaces:

- Availability of multiple payment channels and types, including online, IVR, text-and-pay, and mobile using Visa, MasterCard, and Discover. The payments will be made with a convenience fee being charged to customers, if desired.
- Daily Data Exchange with Jefferson Parish
- Web Hosting - Cloud-based, PCI Compliant, unlimited users
- On-going support during Jefferson Parish's specified hours

Paya employs a family of services (Software-as-a-Service) that provide scalable, flexible, and secure processing of customer transactions. Our solutions were developed as a cloud-based service allowing maximum flexibility at the lowest costs. It is an industry first in Electronic Bill Payment and Presentation (EBPP). The Paya software solution is a cloud-based platform designed for simplicity, scalability, and flexibility. There is no software to install, and no maintenance to be performed by your IT Department.

Paya's cashiering product uses an end-to-end encryption countertop device solution designed to protect all stakeholders in the payments industry with the strongest data

security solution available. This solution features layered protection, relying not just on software, but on tamper-resistant hardware as well.

Paya's citizen portal is a family of services in our private cloud that allows your customers to pick solutions that matches their lifestyle for receiving, paying, and viewing their accounts and bills. Customers can choose any method, such as text-and-pay, mobile view-and-pay, or web portal.

Our Interactive Voice Response (IVR) processing service accepts credit/debit cards and ACH/electronic checks. Customers can call into a dedicated toll-free digital line to make payments toward their bills 24 hours/day, seven days/week.

Our secure solution is the gatekeeper of all data that is stored in our cloud. When data is transferred from the cloud to another one of our solutions, it goes through our secure encryption process to ensure maximum security.

Do you already have a method being used to organize and classify your customer data? No matter how long it's been in use, Paya's Integration process seamlessly integrates your current key customer information systems with our billing and payment technologies. You can rest assured that there is no change to your data when it's uploaded to the cloud.

Paya offers Jefferson Parish customers the ability to pay via multiple payment channels. They have the ability to make a one-time or recurring credit card, debit card, or e-check payment via any of the numerous payment channels. Paya supports Visa, MasterCard, and Discover, as well as e-check (ACH) payments. Customers can also set up a recurring payment with a credit card or e-check as well as store payment information (via CC or e-check/ACH) for future use. Customers have the ability to schedule a payment using a debit or credit card or from their bank account. Payments can be scheduled as a one-time option or recurring monthly. The channels include online payment through a web interface, mobile payment on various devices, text-and-pay, or automated payment via the IVR system.

Customers can access the online platform 24/7, 365 days a year. Payments made via any payment channel, including iOS for Apple (iPhones and iPads) and Android devices, which are also integrated into the same database in real-time. Our clients have the ability to access the database in real time to view payments made via any of the channels set up for the customers. Jefferson Parish can access the payment data online via a secure login.

SECURITY

The Paya platform and Azure are SSL certified and SSAE No. 16 – Certified. Our hosting partner Azure is committed to the security of the hosted solutions of its clients.

Paya maintains full compliance with the Payment Card Industry (PCI) standards and National Association Clearing House Association (NACHA) rules and guidelines. In addition, Paya is compliant with Trustwave's Trust Commerce Program. Trustwave is a qualified security Assessor maintaining requirements of Visa and Mastercard. Data is secure during collection and transmission via SSL with 128-bit encryption or better. All confidential information is treated in accordance with PCI standards.

Your customer access database, where payment archives will be stored and accessed by customers and your customer service agents, is hosted one of Azure's 34 geographically dispersed datacenters, then backed up and geo-replicated to other regions. Cloud computing gives Paya the ability to quickly and securely on-board new clients. Azure monitors connectivity and performance to multiple bandwidth providers. Azure has the ability to deploy the servers with complex passwords, firewalls, IDS, Antivirus, Anti-Spyware, and Network Monitoring Service to name a few. Some of these services are only deployed per the customers' option/requirement. During the implementation phase, Paya will work with the customer to help define a solution that will meet their business needs and/or demands.

In order to maintain PCI Compliance, credit card/bank account numbers are not accessible to anyone, including your personnel. Only the stub credit card number is visible on the payment receipt.

PAYMENT HANDLING AND FUNDING

Paya offers solutions to payment processing challenges. We help cut down significant amounts of time handling payment exceptions, adjustments, disputes, and returns/refunds. Each transaction has a unique identification number that can be used for any tracking purposes, and Paya agents can assist in researching payments as required.

With our payment handling solutions, you can:
- Reduce fraud losses through faster information retrieval and reconciliation
- Reduce expenses by eliminating manual processes
- Eliminate time spent resolving electronic payment adjustments and dispute claims
- Focus on servicing the customers, not processing customers

NEXT DAY FUNDING

All transactions are executed in real-time and deposited in Merchant accounts next business day. The Paya portal allows Parish personnel to run reports against all deposit information to quickly and easily reconcile bank deposits. These reports can also be automated and emailed to assigned Parish personnel. Paya team assigned team members are always available to help Parish personnel with reconciliation – **Paya is the one of the few vendors in the industry to provide live support for our clients.**

CHARGEBACK AND RETURNS

Paya has procedures in place to handle disputed transactions by users of our payment systems. The Parish's appropriate department will be notified of a chargeback situation and any funds being debited from a designated depository account. In general, if a cardholder disputes the validity of a transaction (due to error, unauthorized use, or fraud) then a chargeback could occur. The process must be initiated by the cardholder, who contacts his or her card issuer and outlines the details of the disputed transaction. As soon as the credit card issuer is notified of a disputed transaction, the company must conduct a reasonable investigation of the transaction.

During the investigation, Paya will be informed by the payment processor that a consumer has questioned a charge, and we must then either correct the error (if that's the case) or prove that, in fact, the user has been properly charged for the transaction. If our research shows the transaction as valid, and the cardholder subsequently agrees, then no further action is taken. If, however, the cardholder still disagrees with the charge, a chargeback situation occurs.

The Parish will only become involved if Paya must recover monies from an account for the amount in dispute. You may also be asked to supply supporting documentation of the charges, but Paya will remain the main point of contact throughout a chargeback process and will work with you as needed.

DUPLICATE TRANSACTIONS

Paya solutions can quickly identify and eliminate duplicate transactions. Our system does not allow a customer to select the "Make Payment" button twice in quick succession. If all the parameters on the transaction are identical, i.e., customer account number, amount, date, etc., the transaction is deemed duplicate and will not be processed. If a customer informs an agent that a bill was erroneously paid twice, then an employee with

appropriate access can simply void the second transaction (if same day), or process a refund if the payment has already been settled. These actions can be performed using Paya software and do not require the involvement of the customer's card issuer.

The Paya system is set up to allow a customer to pay any amount less than, the exact amount of, or more than the current bill or total amount due up to a pre-determined maximum amount chosen by the Parish. The system also allows customers to make payments using multiple accounts.

City staff have various tools available to research customer payments. As Paya consolidates all payments into one system, research is efficient and effective.

REPORTING CAPABILITIES

Through Paya Connect, the Parish's team will have access to our secure online reporting site that provides details about all payments processed through the Web, IVR, and Live Agent payment channels (see below). The Parish will be able to assign employees access to the reporting at their discretion and will have full control over which users have access to reporting features. Employees who are assigned proper credentials will be able to create, view, export, and email transaction reports. Paya can create custom reports for your staff to run, if needed. Standard professional services rates apply.

Agents can filter reporting to show customers who have confirmed their email address, search by account name, number, or email. All the standard reports can be configured in multiple ways, thus providing great flexibility in what information is returned and how the data is displayed. All reports can be printed, sent via email, and exported to Excel or PDF file formats. Paya can schedule automatic distribution of reports to Parish staff. Below is a summary of reports that are available:

Customer Reports	
eBilling Summary Report	View accounts who have confirmed or not confirmed their eBilling status.
Invoice Reports	
Invoice Summary Report	View a specific time period of invoices sent to accounts.
Payment Reports	
Reconciliation Report	View a specific time period of payments made for all accounts.
Payment Summary Report	View a summary of payments made for all accounts, a specific date, individual accounts, or amounts.
Payment Detail Report	View details of payments made for all accounts, a specific date, individual accounts, or amounts.
Batch Detail Report	View details of payments made from batches within a specific date range.
Returned Payment Report	View details of returned payments.
Imported Payment Exceptions Report	View details of returned imported payment exceptions.
Daily Deposit Reconciliation Report	View details of daily deposits and exceptions.
Apply Payment Exceptions	Apply imported payment exceptions.
Auto Payments	Auto payments.
Auto Payments History	Auto payments history.

PROPOSAL SOLUTION SUMMARY

Paya is proposing its Electronic Payments Technology platform to provide Jefferson Parish with one platform to handle Visa, MasterCard, and Discover transactions and PCI Compliance.

- Payment channels outlined below
  - Online - via a new Jefferson Parish Paya Choice UI/UX page, IVR, mobile, and text-and-pay
  - One-time, recurring, guest pay, or registration pay
  - Credit/debit card and e-check
- Web Hosting - cloud-based, PCI Compliant, unlimited users
- On-going support for all software and hardware
- All payments are executed in real-time

Section D - Proposer Qualifications and Experience

QUALIFICATIONS AND EXPERIENCE

Paya (NASDAQ: PAYA) is a leading provider of integrated payment and frictionless commerce solutions that help customers accept and make payments, expedite receipt of money, and increase operating efficiencies. The company processes over $40 billion of annual payment volume across credit/debit card, ACH, and check, making it a top 20 provider of payment processing in the US. Paya serves more than 100,000 customers through over 2,000 key distribution partners focused on targeted, high growth verticals such as healthcare, education, non-profit, government, utilities, and other B2B goods and services. The business has built its foundation on offering robust integrations into front-end CRM and back-end accounting systems to enhance customer experience and workflow. With over 300 employees, Paya is headquartered in Atlanta, GA, with offices in Reston, VA, Fort Walton Beach, FL, Dayton, OH, Miamisburg, OH, Mt. Vernon, OH, Dallas, TX and Tempe, AZ.

Paya partners with government agencies to make it easy for citizens to engage digitally and pay their bills. Paya offers electronic billing and payment solutions which are directly integrated into the workflow of their customers, increasing electronic payment adoption, streamlining collection cycles, and reducing friction for citizens. Our reliable, highly secure technology provides a real-time integration that helps lower costs, increase staff productivity, and offer your citizens support 24/7 through our award-winning customer support center.

Since 2010, Paya has been a leading provider of billing and payment solutions, with a unique, one-stop shop approach. We provide solutions to the utilities, government, and multi-family industries, with a primary focus within the government and utilities sector. With our innovative billing and payment solutions, our clients can focus more attention on their core competencies, while increasing customer service, retention, and revenues as well as reducing operational expenses.

Paya has never had any projects terminated for cause and we are not involved in any pending litigation. Our financial information will be available upon request.

TECHNICAL SUPPORT

Our technical support experience with government clients has taught us to simplify the process for support issues. We aim to keep the complexity of our relationship to a minimum. A single, primary point of contact will be established within our organization. Initially, this individual will be your Project Lead and will usher you through the

onboarding stages of our relationship. She or he will work with all internal resources (on our end) to bring the necessary individuals to the table should any issues arise.

In addition to providing you with contact information (email, office phone, and mobile phone) for your Project Lead, we also provide you with this information for all individuals on the key personnel team. Eventually, the business will transition over to a client services representative. At that point, your Client Manager will take the lead on all communications between our teams and County staff. However, to make your communications with our organization(s) even more simplified, we will establish group email distribution accounts which will include the key for supporting your organization. Our business thrives on exceptional customer service, that's what drives our high customer retention rates and has put us in a leadership position in the markets/industries we serve.

- Full Support: Monday – Friday, 8:00 AM – 6:00 PM EST, via our toll-free direct customer service line.
- After hours support (and weekends): For all high priority system issues via Helpdesk Line.
- Phone answer time: Less than 30 seconds.
- Emails: Initial response time within 1 hour during business hours, else 1 business day.
- First Contact Resolution: 85% of the time. Some issues may require additional resources and may increase resolution time. The payment gateway system has an uptime greater than 99% (fewer than 7.2 hours/month of downtime).

All incidents that occur and affect the client directly and/or indirectly will be managed to resolution by your Paya assigned support member with timely communication to the client. Resolution of incidents at Paya are facilitated through:

- Paya incident management 24/7 based on the severity of the issue.
- Assigned Paya support team member will track incidents to ensure that they are resolved in a timely manner.
- Communication to all necessary parties as detailed in the contact lists agreed upon with the client.
- Classification of the severity level of each incident in accordance with Paya Incident Classification Standards.
- Completeness and Accuracy of Incident Records.

Paya shall use all commercially reasonable efforts to respond to incident reports according to the following schedule:

Incident Classification	Action 1	Action 2	Action 3
Severity Level 1	1 hour	Same day	14 business days
Severity Level 2	1 hour	Same day	14 business days
Severity Level 3	1 hour	14 business days	30 business days
Severity Level 4	1 hour	30 business days	As appropriate

Incident Classification Definitions:

Severity Level 1	**Fatal**: Errors preventing all useful work from being done as reasonably determined by Client/Paya/Customer.
Severity Level 2	**Severe Impact**: Errors, which disable major functions from being performed as reasonably determined by Client/Paya/Customer.
Severity Level 3	**Degraded Operations**: Errors disabling only certain non-essential functions as reasonably determined by Client/Paya/Customer.
Severity Level 4	**Minimal Impact**: Minor and cosmetic issues as reasonably determined by Client and Paya.

Action Classification Definitions:

Action 1	Acknowledgment of receipt of reported issue or error.
Action 2	Provide patch/workaround/temporary fix and document corrective action.
Action 3	Official object code fix, update, major release and/or updated documentation.

Incidents are tracked via a work request "ticket" that documents all correspondence through its entire "life cycle". Any development required to fix incidents are not billed to the County. PAYA will be responsible for the performance of our software and programs. Note: Business days are Monday through Friday, excluding national holidays.

Section E - Innovative Concepts

Paya prides itself as a market leader in payment processing and customer service. As such, we expect to provide the following enhancements to our platform by Fourth Quarter of 2022:

NEW PAYMENT METHODS

Seamless integration of PayPal, Google Pay, and Apple Pay enabling citizens to add their favorite payment choices to their wallet.

ENHANCED CUSTOMER ENGAGEMENT

We will expand customer engagement beyond our current notification system to encourage customers to act and change behavior by allowing customers to act upon common water and billing issues with direct integration with our metering partners.

LIVE CALL CENTERS

Continuing to expand our live call centers in the US (never offshore), enabling citizens to get live help with payments, payment questions, and help with common problems such as password resets, recurring payments, and late payments, allowing your staff to focus on their core responsibilities.

Section F - Project Schedule

Paya follows a five-step implementation process, as described below. At the end of this process, Jefferson Parish will be ready to go live. From start to finish, this process should be completed within 90 days of contract signing.

Step 1 - Kickoff
Review Merchant Services Agreement scope and product offering
Merchant application signed
Deliverables
Signed Merchant Agreement

Step 2 - Statement of Work Creation
Define look and feel for UI within Paya Connect options
Define IVR requirements
Define convenience/service fees
Define notification, receipt, and alert language
Review standard import file formats
Align on timing of files
Deliverables
Signed Statement of Work

Step 3 - Build
Configure UI
Configure/build IVR
Configure/build Connect features
Create Merchant ID
Configure import of files
Deliverables
Sites Built

Step 4 - Paya Testing
Paya internal testing
Deliverables
Paya QA Signoff

Step 5 - Client User Acceptance Testing in Sandbox
Client User Acceptance Testing
Deliverables
Client UAT Signoff

Section G - Financial Profile

Paya will provide financial information upon request if we are selected as a finalist for the award of this bid.

Appendix A - References

City of Cocoa
Jennifer Dovale, Utility Customer Service Manager
65 Stone St
Cocoa, FL 32922
(321) 433-8422
jdovale@cocoafl.org

Crab Orchard Utility District
Everett Bolin, General Manger
2089 E First St
Crossville, TN 38555
(931) 484-6987
ebolin@craborchardutility.com

Summit County Sanitary Sewer
Joan L. Goff, Senior Administrator, Finance
1180 S Main St, Suite 201
Akron, OH 44301
(330) 926-2437
jgoff@summitoh.net

Appendix B - Signature Page

Request for Proposals #0438

Merchant Card Payment Processing Services

SIGNATURE PAGE

The Jefferson Parish Department of Purchasing is soliciting Request for Proposals (RFP'S) from qualified proposers who are interested in providing Merchant Card Payment Processing Services for the Jefferson Parish Finance Department.

Request for Proposals will be received until 3:30 p.m. Local Time on: May, 13, 2022.

Acknowledge Receipt of Addenda: Number: 1

Number: 2

Number: _____

Number: _____

Number: _____

Number: _____

Name of Proposer: Paya

Address: 303 Perimeter Center N, Suite 600

Atlanta, GA 30346

Phone Number: (210) 409-1266   Fax Number _____

Type Name of Person Authorized to Sign: John Rodriguez

Title of Person Authorized to Sign: Director of Sales and Business Development

Signature of Person Authorized to Sign: *John Rodriguez*

Email Address of Person Authorized to Sign: john.rodriguez@paya.com

Date: May 24, 2022

This RFP signature page must be signed by an authorized Representative of the Company/Firm for proposal to be valid. Signing indicates you have read and comply with the Instructions and Conditions.

Appendix C - Corporate Resolution

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
FBS First Mobile, LLC
_____
INCORPORATED.

AT THE MEETING OF DIRECTORS OF ___action by consent of managing member of FBS First Mobile, LLC___
INCORPORATED, DULY NOTICED AND HELD ON _____April 1, 2022_____,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT WAS:

RESOLVED   THAT   _____Michele Shepard_____, BE AND IS HEREBY
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-FACT OF
THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON BEHALF OF THIS
CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS AND TRANSACTIONS WITH
THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES, DEPARTMENTS, EMPLOYEES OR
AGENTS, INCLUDING BUT NOT LIMITED TO, THE EXECUTION OF ALL PROPOSALS, PAPERS,
DOCUMENTS, AFFIDAVITS, BONDS, SURETIES, CONTRACTS AND ACTS AND TO RECEIVE
ALL PURCHASE ORDERS AND NOTICES ISSUED PURSUANT TO THE PROVISIONS OF ANY
SUCH PROPOSAL OR CONTRACT, THIS CORPORATION HEREBY RATIFYING, APPROVING,
CONFIRMING, AND ACCEPTING EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT
AND ATTORNEY-IN-FACT.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE
AND CORRECT COPY OF AN EXCERPT OF THE
MINUTES OF THE ABOVE DATED MEETING OF THE
BOARD OF DIRECTORS OF SAID CORPORATION,
AND THE SAME HAS NOT BEEN REVOKED OR
RESCINDED.

DocuSigned by:

Mindy Doster   General Counsel & Sec'y
SECRETARY-TREASURER

5/11/2022
_____
DATE

29

Appendix D - Affidavit

Request for Proposal

AFFIDAVIT

STATE OF _____NC_____

PARISH/COUNTY OF _____Wake_____

BEFORE ME, the undersigned authority, personally came and appeared: ___Gregg___

___Bavisotto___, (Affiant) who after being by me duly sworn, deposed and said that he/she

is the fully authorized __VP, Sales__ of __Paya, Inc.__ (Entity), the party

who submitted a proposal in response to RFP Number __0438__, to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B ✔ there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

1

Affiant further said:

Debt Disclosures
(Choose A <u>or</u> B, if option A is indicated please include the required attachment):

      Choice A _____   Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

      Choice B ✔_____   There are **<u>NO</u>** debts which would require disclosure under Choice A of this section.

Affiant further said:

Solicitation of Campaign Contribution Disclosures
(Choose A <u>or</u> B, if option A is indicated please include the required attachment):

      Choice A _____   Attached hereto is a list of all elected officials of the Parish of Jefferson, whether still holding office at the time of the affidavit or not, where the elected official, individually, either by **<u>telephone or by personal contact</u>**, solicited a campaign contribution or other monetary consideration from the Entity, including the Entity's officers, directors and owners, and employees owning twenty-five percent (25%) or more of the Entity, during the two-year period immediately preceding the date the affidavit is signed. Further, to the extent known to the Affiant, the date of any such solicitation is included on the attached list.

      Choice B ✔_____   there are **<u>NO</u>** solicitations for campaign contributions which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.
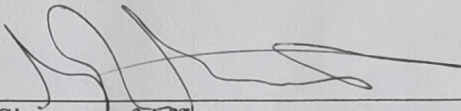
Affiant further said:

Subcontractor Disclosures
(Choose A or B, if option A is indicated please include the required attachment):

        Choice A _____   Affiant further said that attached is a listing of all subcontractors, excluding full time employees, who may assist in providing professional services for the aforementioned RFP.

        Choice B ✔   There are **NO** subcontractors which would require disclosure under Choice A of this section.
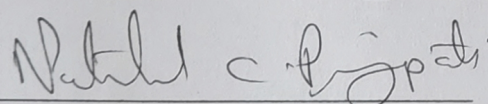
_____
Signature of Affiant

Gregg Bavisotto
_____
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME
ON THE ___23rd___ DAY OF ___May___ , 20_22_

_____
Notary Public

__NATVARLAL   C. PRAJAPATI__
Printed Name of Notary

__1995299 0149__
(Notary/Bar Roll Number)

My commission expires ___Oct. 29, 2025___

3