

THE CITY OF WALTHAM
MASSACHUSETTS

PURCHASING DEPARTMENT

Credit Card and Depository Banking Services, 2018

ADDENDUM NO. 2

June 27, 2018

CHANGES, CORRECTIONS AND CLARIFICATIONS

The attention of bidders submitting proposals for the above subject project is called to the following addendum to the specifications. The items set forth herein, whether of omission, addition, substitution or clarification are all to be included in and form a part of the proposal submitted.

THE NUMBER OF THIS ADDENDUM (NO. 2) MUST BE ACKNOWLEDGED ON PAGE 1 OF APPENDIX B.

ITEM 1: ANSWERS TO POSED QUESTIONS

Q1. Please provide analysis statements for both the Banking Services, Credit Card, and Depository and the Vendor and Payroll RFP's?

A1. [The volume listed on the pricing sheet is 12 months of analysis statements](#)

Q2. What are the estimated monthly average balances for both the Banking Services, Credit Card, and Depository and the Vendor and Payroll RFP's?

A2. [Payroll \\$1,103,000: Vendor \\$1,170,400: Credit Card \\$103,200: Daily Depository \\$625,300: Depository \\$22,600,00](#)

Q3. Payroll RFP. Can the City provide a sample format for their reconciliation and payroll files?

A3. [The City will accept any standard Munis file format for reconciliation and payroll files](#)

Q4. Credit Card RFP. In your card present environment do you have any standalone terminals?

A4. [No](#)

Q5. Do you have a POS? (Point of sale system)

A5. [Yes](#)

a. If yes, name and version? [Govern Software Ver 10.8](#)

b. Are you EMV enabled? [Yes](#)

c. Do you use decryption? [Yes](#)

- d. Do you tokenize? [Yes](#)
- e. Does the POS use a gateway? [Yes](#)
 - i. If yes, which one? [Authorize.net](#)
- f. Do you collect any convenience fees? [No](#)

Q6. In your card not present environment:

A6. Not applicable to this rfp

- 6. Do you use a gateway?
 - a. If yes, what's the name?
- 7. Do you tokenize?
- 8. Do you collect convenience fees online?
 - a. If yes, what gateway do you use?
- 9. Do you have any fraud solutions in place?
 - a. If yes, with whom?

Q7 Please provide us with Name/Version of the Govern software used by the City.

A7 The City uses Govern32 ver 10.8

Q8 Please provide the Gateway it uses (or you are currently using) to interface with Credit Card payments.

A8 The gateway is Authorize.net

End of Addendum 2