

THE CITY OF WALTHAM
MASSACHUSETTS

PURCHASING DEPARTMENT

ALL Banking Services, 2018

ADDENDUM NO. 1

June 21, 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 MUST BE ACKNOWLEDGED ON PAGE 1 OF APPENDIX B.

ITEM 1: ANSWERS TO POSED QUESTIONS

Minimum Requirements –

1. The #1 Minimum Requirement regarding references requires an Operating Budget at \$200MM for Massachusetts Municipal government entities. Due to the fact that there is a small hand full of communities this large in MA, is it possible to reduce the Operating Budget dollar size requirement, or the number of required references at this \$\$ level? Because there are so few communities with budgets this large, the number of respondents could be potentially reduced. **No**
2. Would the City consider references outside of Massachusetts, i.e. New England states, with operating budgets of \$200MM? **No**
3. If the \$200MM requirement is not changed, will a bid be rejected if "NO" is marked as stated in the RFP even if the bidder might have (2) references in MA of this size but not (3)? **Yes as it does not meet the minimum requirement**

Depository/Credit Card

1. Could you please clarify the term "Deposit Coverage Fee" located on the pricing sheet for the Depository Services. **This is a fee charged by our current provider. If you do not charge this fee please enter 0**

2. Could you please confirm the period (Annual or monthly) for the "\$ Sales" for the Credit Card pricing?
Annual

Payroll/Vendor

3. Could you please confirm that the FDIC Assessment value of \$14,044,775.34 shown for the Vendor Pricing is a monthly average collected balance or an Annual average collected balance that should be divided by 12 to achieve the monthly average balance? Annual
4. Is it possible to have the City provide Analysis Statements for the requested banking services? The volume listed on the pricing sheet is 12 months of analysis statements

Merchant Solutions Questions

1. What is your average transaction amount and your highest individual transaction amount? Avg \$450.00, Highest \$15,000
2. How many merchant accounts will you need in total? 2
3. Please describe all payment application terminals, software and gateways being used in your existing merchant accounts. Govern 32 POS, Pax SP30 card readers, gateway is Authorize.net
4. Will you be processing PIN Debit transactions? Yes
5. Will you be processing EMV transactions? Yes
6. What percentage of your transactions are Card Present? and Card Not Present? 100% card present
7. For your existing PAX SP 30 Card Readers – do you currently support these readers with internal IT services or a third party vendor? If a third party, please disclose. Internal with customer support from Pax
9. Do you utilize a convenience fee? No

End of All BANKING SERVICES Addendum