BISD
Preparing Our Next Generation

Office of Business and Finance

RFP 23.19 – Depository Services

Addendum No. 1 – Q & A

1. **Q:** **What is the District's ERP system?**
   A: Frontline ERP (formerly Prologic-TEAMS)

2. **Q:** **How are the ACH and positive pay files delivered to the bank?**
   A: Files are downloaded from Frontline ERP and uploaded using the online banking system. No FTP is used for the transmission of files

3. **Q:** **Is the number of deposits made in February correct at 1082 (REGULAR DEPOSIT TICKET)?**
   A: No. Please see Addendum No. 2 – updated Attachment A with changes in yellow.

4. **Q:** **How are the deposits being delivered to the bank?**
   A: Deposits are made daily by district employees.

5. **Q:** **What is the time frame getting them delivered to the bank?**
   A: Deposits are made daily during District operating hours.

6. **Q:** **Credit card, is everyone getting their own or do they share?**
   A: We currently do not issue credit cards to employees. We do virtual credit card payments in lieu of a check being sent.

7. **Q:** **What is the reason for bidding?**
   A: We have no more renewals on our current contract.

8. **Q:** **What are some points for the current bank that we are happy with?**
   A: Online banking interface & positive pay feature.
   The District is interested in moving away from paper checks in the near future.

9. **Q:** **In the RFP, a good faith performance check of $5,000 is mentioned. Is the good faith performance check a requirement for responding to this RFP?**
   A: Yes.

10. **Q:** **In evaluating investment options, does the district require interest earned be posted to each individual account(s) or can the interest earned be posted to one designated account?**
    A: Interest can be posted to only one account - the main general account.

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p 409-617-5000
bmtisd.com

11. **Q:** **Can you explain Treasury Key Maintenance (listed at the end of the pricing excel sheet). Should there be any volume tied to this?**
    A: This is not a fee. The box was included for additional notes.

12. **Q:** **Can you verify how many bank accounts you have District wide?**
    A: Six (6) bank accounts.

13. **Q:** **The fee schedule indicates a volume of 3 for Full Recon Pos Pay monthly, but the transactions tab in the fee schedule states only two accounts issue checks. Can you confirm if there are 3 accounts with full recon pos pay volume?**
    A: Please see Addendum No. 2. Revision of original Attachment A with changes highlighted in yellow.

14. **Q:** **On your fee schedule, can you please clarify the actual number of dollars being deposited in the branch? For example, the cash verification OTC – 10.00 units with a volume of 15,514. Does that mean the volume is per $10 x 15,514 = $155,140 deposited? Same question for Night drop volume.**

CASH VERIFICATION OTC-10.00 UNITS	15514
CASH VERIFICATION/NIGHT DROP-10.00	4146

    A: Yes, the volume is per $10.00 units.

15. **Q:** **In your fee schedule, there is a line item for hybrid checking maintenance with a volume of 7. Can you elaborate on what the hybrid means? Is that an account that can earn ECR and interest based on a peg balance?**
    A: A hybrid account earns both an ECR and interest. Balances first earn an ECR to offset the cost of service for that month and any additional balances not needed to cover the cost of service earn interest.

16. **Q:** **Your fee schedule indicates night drop and over the counter deposits. How often are you taking deposits to the branch (daily, multiple times a week, etc.)?**
    A: Daily

17. **Q:** **On your fee schedule, you have account balance fee with a volume of 11,642. Is that the bank recoupment fee and is it times 1,000, which would mean you had a balance of $11,642,000?**
    A: Yes, it is X 1000. Please see updated Attachment A (Addendum No. 2)

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18. **Q:** **Under additional considerations for banking services, question 19. Can the District provide annual dollars spent on the credit card and an estimate of how many transactions? Who is the current provider of the service?**

A: Total spend for time period 5/16/22 – 5/16/23:

Dollar Amount: $2,953,780
Transactions: 987
Provider: PNC SpendNet Payables

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