

Questions from Potential Vendors Regarding Glenview School District 34 Banking Services RFP:

Devon Bank

1. Could you send us Attachment A, the required cost proposal format referenced in the RFP? We did not receive it with our copy. **Attached please find Attachment A, the required cost proposal format, as required for completion in the RFP.**

2. The RFP mentions the District's estimated annual transaction volumes, but we don't see that data in our copy. Could you share those figures (by service type) so we can size our proposal accurately? **The District does not have reliable annual transaction volumes by number of transactions for each service type available to provide beyond the information included in the RFP. Vendors should develop their proposals based on the scope of services and account structure identified in the RFP and clearly state any assumptions used in developing their pricing.**

Where transaction volume affects pricing, vendors are encouraged to identify the applicable unit cost or tiered pricing structure so the District can evaluate costs based on actual usage. It should be noted that the District has annual revenues and expenditures of roughly \$113 million.

JP Morgan Chase

RFP Process and Submission

- As part of our initial review, can you please confirm the district's current incumbent bank for the banking services included in the RFP? **The District's current banking provider for the services included in this RFP is BMO**
- Are there any required forms, exhibits, or attachments that must be submitted with the proposal? The attached RFP document is the only document I have received to date. **No. Respondents should submit their proposals in accordance with the requirements outlined in the RFP document.**
- Will answers to submitted questions be shared with all respondents? **Yes**
- Are there any minimum qualifications or mandatory service requirements we should be aware of? **No. Respondents should submit their proposals in accordance with the requirements outlined in the RFP document.**

Current Banking Structure and Priorities

- Will the district provide current account analysis statements or monthly service volumes for each line-item service? **No.**

- Can you provide a list of the district's current bank accounts and their primary purposes? **No. Respondents should submit their proposals in accordance with the requirements outlined in the RFP document. This information is provided within the RFP.**
- Which services are currently handled by separate banking providers? **Student Activity and Imprest Accounts**
- Are there any known service issues, inefficiencies, or desired improvements with the current banking structure? **The District has not identified any specific material service issues with its current banking structure. Through this RFP process, however, the District is seeking opportunities to improve operational efficiency, technology and system integration, internal controls and security, customer service and responsiveness, and overall cost effectiveness. Respondents are encouraged to identify best practices, enhanced services, or alternative banking structures that may provide additional operational or financial value to the District.**
- Are there specific service priorities or challenges the district would like respondents to address? **The District has not identified any specific material service issues with its current banking structure. Through this RFP process, however, the District is seeking opportunities to improve operational efficiency, technology and system integration, internal controls and security, customer service and responsiveness, and overall cost effectiveness. Respondents are encouraged to identify best practices, enhanced services, or alternative banking structures that may provide additional operational or financial value to the District.**
- Are there specific goals the district is hoping to accomplish by consolidating services with one provider? **The District has not identified any specific material service issues with its current banking structure. Through this RFP process, however, the District is seeking opportunities to improve operational efficiency, technology and system integration, internal controls and security, customer service and responsiveness, and overall cost effectiveness. Respondents are encouraged to identify best practices, enhanced services, or alternative banking structures that may provide additional operational or financial value to the District.**
- Is the district seeking proposals for depository services only, or should the response also include treasury, purchasing card, or merchant services capabilities? **Depository services only.**

Online Banking, Treasury, and Controls

- Is the district open to scheduling a brief introductory call to discuss the RFP, current banking needs, and banking platforms? **Not at this time.**

- How many district users currently access online banking? **5.**
- What approval levels or user roles does the district currently use for ACH, wires, and internal transfers? **None currently. Successful vendor to provide suggestions and recommendations.**
- Does the district currently use Positive Pay and Positive Payee, or would these be new services? **Yes.**
- Does the district currently use ACH debit blocks or filters? **Yes**
- Are there any required file formats for ACH, Positive Pay, reporting, or reconciliation? **CSV.**
- Does the district require integration with MUNIS for cleared check files, balance reporting, or other data exports? **Not at this time.**

Balances, Fees, and Collateral

- Can the district provide recent average collected balances, ledger balances, and peak balances? **Not at this time.**
- Are there seasonal balance fluctuations we should account for in the proposal? **Cash flow based upon receipts from the Local, State and Federal sources for disbursement.**
- Is there a preferred format for the monthly collateral report? **No. Successful vendor to provide suggestions and recommendations.**
- Are there any specific collateral types, the district will or will not accept? **The District currently accepts U.S. Treasury securities, federal agency securities, letters of credit issued by a Federal Home Loan Bank, municipal securities, and other government-backed securities as acceptable forms of collateral, subject to applicable Illinois law and District requirements.**

Additional Services

- Does the district currently use remote deposit capture at any locations? **No.**
- How many district locations may need remote deposit or deposit-related services? **None currently, 1 if such service is commenced.**
- Does the district currently use armored cars or courier services? **No.**
- Is the district interested in employee banking benefits as part of the proposal, or should those be treated as optional? **If selected, the successful vendor will have the opportunity to provide demonstrations and suggestions for service improvements.**
- Does the district currently issue payroll cards, or would that be a new service? **No.**

Wintrust

1. The RFP states the District have a commingled account which is the parent ZBA for an AP disbursement and Payroll account.

a. Does the District have other accounts? **None that are part of this RFP.** If yes, what are the account(s) and average monthly balances? Do the accounts earn interest?

b. Do any of the District's accounts, including the Cash Concentration account, currently earn interest? **Yes.**

c. Do any of the District's accounts, including the Cash Concentration account, receive earnings credit? **No. The District's accounts, including the Cash Concentration account and the associated ZBA accounts, do not currently receive an earnings credit.**

d. What is the average monthly balance in the District's general/cash concentration Account? **\$3 million - \$5 million.**

2. The District mention "an account shall be established for the purpose of offsetting monthly banking services costs. Deposits held in this account shall accrue a monthly earning credit". Is this really a separate account with funds sitting in the account or is this the commingled cash concentration account? **No earnings credits currently, but monies can be pooled in the cash concentration account. The district is open to alternate arrangements.**

3. Does the School District receive any special reporting on returned checks/re-deposits? How is the District currently notified of a returned/re-deposited check? **Yes. Notifications from the banking system.**

4. The RFP indicates that clear check information is uploaded into the District and MUNIS system.

a. What file format is required for the upload (e.g., BAI2, CSV, fixed-width file, etc.)? **CSV.**

b. Is the upload process currently performed manually by District staff, or is there an automated interface in place? **District Staff.**

5. Regarding Cash Vault:

a. Does the District currently contract with an armored carrier service to transport deposits? If yes, is the District also placing cash/coin orders through the armored courier? What is the average order size? **No.**

b. If an armored courier is in place, are they delivering to a vault or a bank branch? **N/A.**

c. Is it both cash and checks? **N/A.**

6. How many online users does the School District have? **Five.**

7. Does the School District currently have dual control in place for online transactions (initiation and approval/transmission by unique users for payments such as Wires and ACH)? **Not currently. The successful vendor will have the opportunity to provide demonstrations and suggestions for service improvements.**

8. Please confirm that the payroll and other ACH files are transmitted to the bank in a NACHA format. **Yes.**

9. Please provide the following details regarding your ACH processing for direct deposit of payroll:

a. How often is the payroll file transmitted (weekly, bi-weekly, semi-monthly)? **Semi-Monthly.**

b. How many transactions are included in the file (number of direct deposits in file)? **About 860.**

c. What is the average dollar amount of the file? **\$1.6 to 1.7 Million.**

10. Does the School District pay any vendors via ACH? **Yes.**

If so:

a. Are the payments made via file upload or templates? **File upload.**

i. If via ACH file upload:

1. What is the typical dollar amount of the payment file? **\$1.6 to \$1.7 Million.**

2. Are payments made by uploading a NACHA formatted file? **Yes.**

b. How often are vendor payments via ACH made? **Two times a month.**

c. How many vendor payments are made per month? **About 500.**

11. Does the School District initiate any outgoing wires? **Yes.**

a. How often are the wires sent? **1 set every 6 months.**

b. What is the average amount of each wire? **Between \$1.5 million and \$8.5 million.**

12. Does the School District receive email notification of incoming wires? **Yes, if incoming wires are received.**

13. Does the School District have Check Positive Pay and/or ACH Positive Pay set up on the accounts? **Yes.**

a. Can you tell us which accounts are set up with Payee Check Positive Pay? **AP and Payroll.**

b. Can you tell us which accounts are set up with ACH Ppositive Pay? **AP and Payroll.**

c. Can you tell us how you are providing the bank with your check issue information – uploading a check issue file or manually entering the check items. **Uploading a file.**

d. Does that account have Check Payee Positive Pay? **Yes.**

14. Do any of the School District accounts have Check Block, also known as “Post No Checks” status? **Yes**

15. What duration of online access to account activity and images is required? **5 years.**

16. Please provide a monthly account analysis statement which would help us clarify which services the District is currently using, and the volumes associated with each. If an account analysis statement is not available, could the district please provide a breakdown of the services used along with the corresponding volumes. **See Exhibit A provided with these answers**

Busey

1. During our discussion, we recognized that the accounts you have at Busey currently are utilizing our legacy Business Access online banking and treasury management platform. Since that system was implemented, Busey has rolled out our new Q2 digital banking platform, which offers significantly enhanced online banking, treasury management, reporting, security, and user experience capabilities that have been very well received by our clients.

As we work on our RFP response, we would welcome the opportunity to provide a brief demonstration of the Q2 platform. While we are confident in the level of service and support our team can provide, we would also like to show you the technology solution we would recommend for the District should we earn the opportunity to serve as your banking partner. **If selected, the successful vendor will have the opportunity to provide demonstrations and suggestions for service improvements.**