

36739 S.R. 52, Suite 108, Dade City Florida 33525

ADDENDUM NO.1

PCHA Request for Proposals 2019-01 Banking Services

Date: August 6, 2019

The following changes, additions, and/or deletions are hereby made a part of the Documents for the above noted Request for Proposals, fully and completely as if the same were fully contained therein. All other terms, conditions, and specifications of the original Request for Proposals, remain unchanged.

This addendum must be acknowledged in the space provided on the Schedule of Addenda.

Banking Services Questions

1. Please provide three (3) months of analysis statements for all accounts.

Answer: PCHA does not receive analysis fee statements. All of our current bank accounts are interest bearing and do not incur any fees. We understand you inquired for the purpose of determining the volume of activity on an average monthly basis. We believe we have provided that information in the RFP as it stands.

2. How much cash does the Authority deposit on a monthly basis?

Answer: Approximately \$1,250,000.00

3. How often does the Authority visit the bank on a weekly basis?

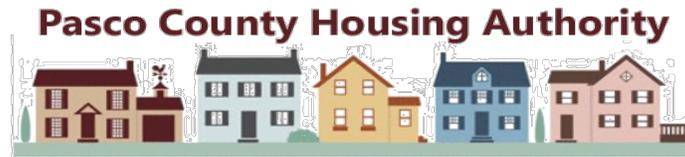
Answer: About once a week.

4. Does the Authority currently use remote deposit for depositing check?

Answer: Yes.

5. If no, has the Authority explored the use of remote deposit?

Answer: N/A



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6. If scanners are used for depositing checks, how many would be needed and would it be in one location?

Answer: The Agency has seven (7) FRED machines at separate locations throughout the County.

7. How many employees does the Authority have on direct deposit?

Answer: 34 employees are on direct deposit.

8. Does the Authority have Positive Pay?

Answer: Not currently, but the Agency is interested in it for one bank account which issues about 100 checks a month.

9. If so, does the Authority use Payee Match with Positive Pay?

Answer: N/A

10. Does the Authority currently have full reconciliation?

Answer: No, but the Agency is interested in possibly using it, if it is compatible with the software.

11. Will the Authority consider the use of a courier to deliver deposits to a vault rather than a branch?

Answer: Yes, it may be a consideration.

12. Is it mandatory that the Proposers have a branch location in Dade City?

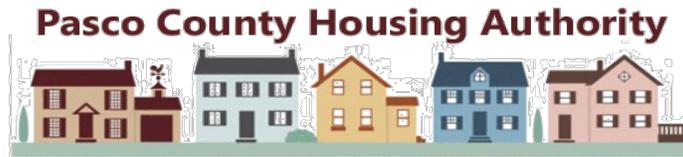
Answer: No.

13. Does the Authority originate ACH for payroll in-house or use a vendor?

Answer: Yes.

14. Does the Authority pay accounts payables and vendors via ACH?

Answer: Yes, it does. A few administrative vendors are paid via ACH. The Agency utilizes ACH for landlord payments for rent on the Voucher program as well.



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15. Are there any ACHs where they debit the Authority or they push the button for?

Answer: If this is referring to demand debits then yes, the Agency has demand debit. PCHA is the one to push the button.

16. Does the Authority process payroll in-house or use a vendor?

Answer: The Agency uses a vendor.

17. How often does the Authority pay payroll; weekly or bi-weekly?

Answer: Bi-weekly.

18. When making a deposit at the branch, it is via teller window or through a night drop box?

Answer: Deposits are made through seeing a teller inside the bank.

19. Does the Authority have sufficient balances to cover banking services charges with the incumbent or is there a certain hard charge each month for services...if so, what is that amount?

Answer: PCHA has sufficient balances. No fixed fee per month.

20. What interest rate or current ECR is the Authority being paid by the incumbent?

Answer: It is 1%

21. Are there minimums in place to cover that?

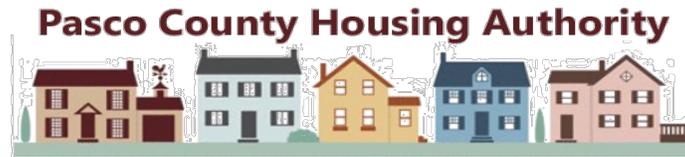
Answer: No.

22. Will the Authority consider staying with the incumbent bank despite the RFP results?

Answer: The Agency will rate each respondent's submission and select the proposal which best fits the Authority's needs as stated in the RFP Scope of Work.

23. Is the Authority being charged for FDIC insurance?

Answer: Not to the Agency's knowledge.



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24. Thirty-six (36) accounts, can you clarify if they are all checking accounts? Do you have Money Market accounts?

Answer: Yes, they are all checking accounts which includes 10 Money Market accounts.

25. 350 Checks- is this volume from all ten accounts combined?

Answer: Yes.

26. Is this a monthly amount of checks?

Answer: Yes.

27. 500 ACH transfers- is this volume over the 36 accounts? Are these all received by PCH or do you initiate ACH payments? Are those included in this number? Can you clarify how many received and how many initiated?

Answer: Yes, that is the volume of transfers over the 36 accounts both initiated and received. There are approximately 480 ACH's initiated monthly and approximately 20 received monthly.

28. Deposits and items were listed at 425- is this for all accounts? Monthly or annual number and is this deposit the number of deposits for all accounts? Is this the number of deposited items per account?

Answer: Yes, this is the monthly number. Approximately 50 deposits over 12 accounts.

29. In tab G you ask about deposited Cash and Coin, but your locations mention you do not accept cash. Can you clarify if this from a special event, is this a monthly deposit of cash? Can you provide how much in currency and coin you deposit in a month? If from an event, can you provide those details as well?

Answer: PCHA does not accept cash or coins.

30. Account recon references 4420-is this an annual amount of checks written across all accounts? Do you have a consolidated analysis statement you can provide that provides volumes for all services you are currently using?

Answer: The Agency currently does not receive analysis statements.