

**REQUEST FOR PROPOSALS (RFP)
FOR BANKING SERVICES
JULY 18, 2019**

Soliciting Commercial Banking Institutions
to Provide Banking Services

RFP FOR BANKING SERVICES

– Timeline

- July 16, 2019 – Release of RFP
- July 18, 2019 – Pre-Proposal Conference
- July 18-23, 2019, 5:00 p.m. - Submission of Questions
- August 14, 2019, 4:00 p.m. – Proposals Due
- August 19-23 – Evaluation of Proposals
- September – Contract Negotiations
- October 1, 2019 Contract Begins

BACKGROUND

WFSCB Operates as a 501(C)(3) Non-Profit

- Receives Funding Primarily From the State
- Manages Approximately 30 Million Dollars
- Serves the 11-County Coastal Bend Region
- Provide Policy and Program Guidance and Evaluation of Workforce Development Programs and Services Effecting Area Employers, Residents, and Job Seekers

ACCOUNT DESCRIPTION

- Contractor will Serve as the Board's Main Depositor
- Pledge Securities Must be Maintain to Cover Any Balances Above the FDIC Insure Limit of \$250,000
- Must Maintain the Ability to Make Wire Transfers
- Make Direct Deposit to Employee Bank Accounts
- Payroll is Prepared Bi-Weekly for Approximately 27 Employees

SERVICES REQUESTED

Banking Services – Basic

- General Banking
- Account Reconciliation
- Reporting and Account Analysis
- Wire Transfer Services
- Direct Deposit
- Overdraft Protection
- Positive Pay Services
- Reloadable Debit Cards
- Credit Card Processing
- Remote Deposit Services

SERVICES REQUESTED (CONT'D)

- Lockbox Services
- Sweep Account Provisions
- Zero-Balance Account
- Investment of Idle Funds

ITEMS TO BE ADDRESSED IN RFP

- Authority to offer Banking Services
- Access to Federal Reserve System
- Possess or is able to obtain financial resources
- Have a satisfactory record of integrity and ethics
- Be otherwise qualified and eligible to receive award
- Be in legal compliance with applicable rules, regulations, and ordinances

ITEMS TO BE ADDRESSED IN THE RFP (CONT'D)

Statement of Work (Pages 11-14)

- Service Approach
- Proposer's Qualifications
- Proposer's Profile
- Fee For Services
- Banking and Ancillary Questions
- Other Questions

PROPOSAL EVALUATION CRITERIA

- Responsiveness to RFP – 40 pts.
- Reference/Past Experience – 5 pts.
- Collateralization – 20 pts.
- Safety and Credit Worthiness of Bank – 15 pts.
- Fee Structure – 20 pts.
- HUB Certification – 5 pts.

OTHER REQUIREMENTS & PROVISIONS

- The initial contract period will be awarded for a period not to exceed one year. The contract may be renewed for three (3) additional one-year periods for a total of no more than 4 years. The renewals will be considered at the discretion of WFSCB based on need, availability of funds, satisfactory performance, and successful contract negotiations.
- Required to maintain insurance coverage for the period of the contract. The types of insurance coverage and amounts will be discussed at contract negotiations.

CONCLUSION

- Point of contact: Robert Ramirez
- Questions can be submitted in writing to Robert Ramirez, Contracts and Procurement Officer, Workforce Solutions of the Coastal Bend, P.O. Box 2568, Corpus Christi, TX 78403 OR by e-mail at robert.ramirez@workforcesolutionscb.org OR by fax at: (361) 356-3958
- Deadline for questions is July 23, 2019, 5:00 p.m. (CST). No other questions will be accepted after the deadline.

QUESTIONS