Addendum #3 To
Request for Proposal
RFP Treasury Banking Services 2022
dated May 12, 2022

June 9, 2022

Please find the following questions and clarifications with regards to the above bid opportunity.

Question 1: Schedule E: #22, #23, #188 - Schedule E requests such materials as an organization chart, resumes, a lockbox schematic/flow chart that will not format in Excel. Please explain where and in what format materials such as these requested in Schedule E should be provided and whether they will be a part of the 25-page limit requirement.

Answer: Add a tab to the excel file and paste them as a picture. They will not be a part of the 25-page limit as the excel file is not included in that page requirement.

Question 2: Exhibit 2. Vendor Profile #1 & Schedule E #37 - Vendor Profile #1 states, Upon University request—whereas Schedule E, requirement #37 states to provide annual reports and/or independently audited financial statements. Please clarify as to whether or not annual reports / financial statements are required with the proposal submission for each section, or at time of the University’s request? Additionally, will the University accept links to our annual reports / audited financial statements?

Answer: Annual reports and/or independently audited financial statements will be upon request. The University will accept links.

Question 3: Exhibit 2. Vendor Profile & Schedule E, Req. #40- Vendor Profile #3, states, Upon University request vendor must agree to provide a minimum of three qualified references—whereas Schedule E, requirement #40 states to provide 3 current customer references similar in size. Please clarify as to whether or not references are required with the proposal submission for each section, or at time of the University’s request?

Answer: With proposal submission

Question 4: Appendix 3 - Approximately how much coin/currency does the University deposit in branches each month?

Answer: This would be approximately 20 coin and approximately 77,758 currency (notes/dollar bills, no coin)

Question 5: Schedule C2, Row 49 - What is LBX PO Box Rental Fee?

Answer: Pass-through charge from USPS. Once a year, our bank received billing charges from the USPS for all PO Boxes in place, these are passed back to us in March each year.

Question 6: Schedule C2, Row 55- What is LBX Manual Review?

Answer: Associated with the manual handling/sorting processes for both lock boxes.
Question 7: What is LBX-Received Accountable Mail?
Answer: Per item fee for the receipt of overnight envelopes sent to the lock boxes.

Question 8: Schedule C2, Row 74 - What is Cash Vault Order Bundle?
Answer: Per bundle of 10 straps when ordering cash.

Question 9: Schedule C2, Row 113- What is RCK Monthly Maintenance Fee?
Answer: Monthly fee for electronic check re-presentment.

Question 10: General minimum requirements for treasury banking service selection - Would you still like further information on Acceptance of alternative payment methodologies (e.g. Venmo, PayPal, Google Pay, Apple Pay, Cash App, Zelle, etc.) Are you able to clarify which departments would want to utilize these payment methodologies?
Answer: Unable to clarify

Question 11: Deposit Services, Required Services, Bullet 4 - Is WSU open to having all items imaged, and not receiving physical paper back from the lockbox?
Answer: Yes we are open to having items imaged.

Question 12: Schedule C2, Row 22- Is the 12,107,954 in Cash Receipts charged per $1.00, per $100?
Answer: This line item is the dollar value of any/all deposits into the account for said month of activity. On average there were deposits in the amount of 12,107,954 into the account. These deposits could be any/all combination of ANY type of deposit. Therefore, there is not an actual charge for that amount.

Question 13: Schedule C2, Row 72 - Is the Cash Vault Deposit Currency charged per $1.00, per $100?
Answer: This is per $1.00, I believe ties to question 12 above.

Question 14: Schedule C2, Rows 7-8 - Do you require a CD Rom of images, or will online access suffice?
Answer: Online access should suffice, but will confirm at a later point.

Question 15: Schedule C2, Row 96 - What is RBDC SVPCO Stp?
Answer: This line is redundant and the volume is already part of the remote deposit items on AFP 10 02 00.

Question 16: Schedule C2, Row 49 - How is the LBX PO Box Rental Fee charged? (Volume of 15 for two boxes)?
Answer: Once a year, our bank receives billing charges from the USPS for all PO Boxes in place, these are passed back to us in March each year.

All questions concerning this project must be emailed to: Kimberly Tomaszewski, Procurement & Strategic Sourcing at 313-577-3757 Email: Katt@wayne.edu (copy to Robert Kuhn, Email: ac6243@wayne.edu) were due by 12:00 p.m., June 3, 2022.

Proposals are due June 15, 2022 at 4:00 pm. No late proposals will be accepted.

Do not contact the Treasury, or other University Units, directly as this may result in disqualification of your proposal.

Thank you

Kimberly Tomaszewski,
Senior Buyer, Purchasing
313-577-3757

CC: Marianne Cunningham, Robert Kuhn, Attendees list.

Attachments: