



*Fayette*  
COUNTY

"WHERE QUALITY  
IS A LIFESTYLE"

**PURCHASING DEPARTMENT**  
140 STONEWALL AVENUE WEST, STE 204  
FAYETTEVILLE, GEORGIA 30214  
PHONE: 770-305-5420  
[www.fayettecountyga.gov](http://www.fayettecountyga.gov)

September 22, 2016

**Subject: RFP #1201-P: Banking and Merchant Services – Addendum #1**

Gentlemen/Ladies:

Included herein is additional information and clarification for the above referenced request for proposals. Please consider all of this information when preparing your proposal.

1. **Will the County accept a proposal for just the Merchant Services portion from a non-bank?** After careful consideration, it has been determined that, at this time, the County seeks to enter into a single contract for the services specified in the Request for Proposals. The successful company may sub-contract or outsource functions, at their discretion.
2. **What is the current collateral method being utilized by Fayette County?**  
There is a tri-party agreement to ensure 110% coverage following the State of Georgia legislation.
3. **How many employees work for Fayette County?** 832
4. **How many employees are utilizing direct deposit?** 770
5. **Are any of the employees utilizing payroll cards for direct deposit?** No
6. **Is the county utilizing an Armored Car Service to pick up deposits? If yes, who is the armored car provider?** No; Fayette County does not.
7. **What is the current accounting software that is being utilized by the County?**  
Tyler Technology – MUNIS.
8. **How is the county currently compensating its bank provider? Earning interest and paying hard dollar fees or compensating the bank with balances to cover service charges?** Balances are used to compensate for the fees.
9. **How many credit card machines is the county currently utilizing?**  
The only credit card machines are through the Tax Commissioner and Clerk of Court. Each are Elected Officials and are managed through those Officials.

10. **Which departments are currently utilizing the credit card machines?** Tax Commissioner and Clerk of Court, each are Elected Officials and are managed through those officials.
11. **Will the county please provide the volumes of your credit card usage?**  
The only available figures are online usage.
12. **Does your current depository and treasury management bank provide merchant services also?** No.
13. **If a financial institution does not have a full service branch in Paducah, Kentucky will it be disqualified from consideration?** If remote deposits can be made by the vendor into the EMS accounts, then the institution will not be disqualified.
14. **Are the deposits in Kentucky collateralized? Please share what method you are utilizing to collateralize the deposits?** Yes they are collateralized. The collateralization is included into the above coverage calculations.
15. **Will the county accept a link to view our Consolidated Report of Condition?**  
A website link will not be acceptable but the consolidated reports of condition may be provided on CD or USB Drive.
16. **There are two Attachment A's and on one of the attachments it appears to have duplicate volumes for many of your services. ACH descriptive items and volumes appear twice on attachment A. Will you let us know if the attachments are correct?** A revised Attachment A is included herein.

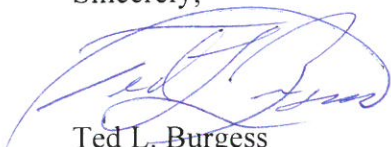
Received by \_\_\_\_\_ Company \_\_\_\_\_

Note: If this addendum is not returned to the Fayette County Purchasing Department or if it is returned not signed, all responders shall still be responsible for the requirements of this addendum and the specifications or changes herein.

The opening date for this request for proposal has not changed. **The opening date is: 3:00pm, Tuesday, November 15, 2016.** Bids must be received in the Purchasing Department at the address above in Suite 204 on or before the opening date and time.

Thank you for your attention to this matter.

Sincerely,



Ted L. Burgess  
Director of Purchasing

TLB/tcb

Attachment

**RFP #1201-P: Banking and Merchant Services - Addendum #1 - Attachment A**

**Banking Service Monthly Average Usage**

	Number of Units		Number of Units
<b>General Account Services</b>		<b>Paper Disbursement Services</b>	
DDA Stmt W/image classic-mthly base:	1	CEO Register Input - Item:	26
Desktop Deposit Credit Posted	200	ARP Monthly Base - Full:	2
Non Acct Holder Chk Cashing - Full	1	ARP Full Recon - Item:	764
Zero Balance Master Account Maint:	1	ARP Output - Transmission:	1
Account Maintenance-Cheystor:	9	ARP Optional Reports:	4
Zero Balance Monthly Base:	2	ARP Aged Issue Records on File - Item:	130
Debits Posted:	208	Outgoing Transmission - Per Item:	733
DDA Statement - Paper:	4	Positive Pay Exceptions - Items:	1
Client Analysis Statement Paper:	1	CEO ARP Stmt & Rpts Montly Base:	2
		Positive Pay Exception - CEO Image:	1
<b>Lockbox Services</b>		MICR Check Rejects >1% Through 2%:	5
E-box Monthly Maint (W/Cross Ref)	1	MICR Check Rejects > Over 2%	7
E-box Reporting Package Mthly Base:	1	Stop Payment - Online:	1
E-box Payment Return:	2	Positive Pay Exception Checks Retnd:	1
		Positive Pay only Monthly Base	2
<b>Depository Services</b>		Positive Pay Only - Item	7
CEO Retn Item Subscription Per Acct:	5	ARP Item Paid No Issue Info - Item	5
CEO Retn Item Subscription Per Item:	46	CEO Image View <90 Days - Item	1
BranchStore/Night Drop Deposit:	64	Online Image View < 90 Days - Item:	9
Deposited checks - on us:	1,701	Online Image View > 90 Days - Item:	2
Deposited checks:	7,662	Deskyop Deposit Images Retrieved	1
Desktop Deposit-Wfargo Deposit Item	1,950	Positive Pay Monthly Base:	2
Desktop Deposit-Non Wfargo Dep Item	8,885	POS Pay Checks With No IssueRecord	1
Cash Deposit IN Branch/Store	12,753	DDA Checks Paid:	962
Cash Ordered IN Branch/Store	5	Stop Payment - Paper Confirmation	1
Cash Dep/\$1 Ver at Teller Window:	31,895	CEO Search:	74
Currency Ordered/\$1 - Branch/Store:	58	WF Chk Cashed For Nonacct Holder	1
Return Item - Chargeback:	12		
CEO Return Item Retrieval-Image:	13	<b>General ACH Services</b>	
CEO Return Item Service Mthly Base:	5	CEO ACH Hyp Itm Det Inq - Per Item:	2
Return Item Redeposited:	10	ACH CEO Subscription - Account:	8
		ACH CEO Subscription - Item:	254
<b>Information Services</b>		Electronic Credits Posted:	267
Desktop Deposit Report Per Item	1,109	ACH CEO Return Subscription - Account:	3
Desktop Deposit Monthly Base	1	ACH CEO Return Subscription - Item:	69
CEO Prev Day Subscription Mthly Base	5	ACH Monthly Base:	2
CEO Previous Day Item Loaded	1,365	ACH One Day Item:	700
CEO Intraday Subscription Mthly Base	5	ACH Two Day Item:	4,508
CEO Intraday Item Viewed	981	ACH Same Day:	7
CEO Event Messaging Service - Email	216	ACH Originated - Addenda Rec:	4
Electronic Window Extended Stor 120	2,943	ACH Received Item:	390
		ACH Ret Item-Info Reporting Advice:	6
<b>EDI Payment Services</b>		ACH Return Item - Electronic	2
Rec Mgr OR E-Box Transmission	9		
Receivables Manager Outgoing Trans:	12	<b>Wire &amp; Other Funds Transfer Service</b>	
CEO EDI Pmt Detail Subsc Mo Base:	1	Wire Out Repair Subcharge:	1
E-box Payment:	9,678	CEO Wire Account Add	0
		Wire Detail Rpt Subscription - Account:	5
		Wire In Domestic:	1
		<b>Average Monthly Ledger Balance/FDIC Insurance</b>	
		<b>\$15,287,147</b>	