



ADDENDUM # 2

To: File 1608-946-25-4552
RFP for: Banking Services

The following questions have been asked:

Question 1: Are there any other attachments that are part of the bid? We only received the actual bid.

Answer 1: Any Attachments are included with the bid as sent.

Question 2: What is the average monthly balance in non-interest bearing accounts?

Answer 2: None.

Question 3: What is the average monthly balance in interest bearing accounts?

Answer 3: As of January 31, 2017, the average monthly balance in interest bearing accounts was \$55,180,235.33

Question 4: Are Letters of Credit backed by the Federal Home Loan Bank, an acceptable form of collateral?

Answer 4: No, please refer to exhibit for General Depository Agreement, U.S. Department of Housing and Urban Development for general requirements.

Question 5: Are we required to provide an ATM machine, in order to submit a bid on the Banking Services? If so, how many are needed, at what location(s), and what is the average monthly volume (# of transactions and \$ amounts) of each ATM?

Answer 5: Currently there is only one (1) ATM located in the SAHA Central Office Building. It is provided by a local Credit Union that absorbed the old SAHA Credit Union. The contract for it has expired and we desire to replace it as a part of this solicitation. We do not have volume information.

Question 6: Is a Special Signature review required for checks over \$10,000?

Answer 6: Yes, checks over \$10,000 require a second signature. The second signature should be verified against the bank signatures of authorized individuals.

Question 7: Can you please provide more info regarding the request for 24 hour customer service phone support? Also, is it required?

Answer 7: This is required and the RFP provides general examples, although SAHA would expect that the institution would be able to assist with any problem that could surface regarding account operations or technical difficulties.

Question 8: Under the Account/Service volume section...General Account Services, a volume of 39 for Account Maintenance is listed, however under Information Services a volume of 62 Previous Day Reporting Accounts is listed. Can you please clarify the number of accounts SAHA currently has, and how many are available online?

Answer 8: As of January 31, 2017, there were 65 accounts and each are available online.



Question 9: Under Disbursement Reconciliation, how many accounts are setup with account reconciliation?

Answer 9: All 65 of our accounts have account reconciliation. Please note that “account reconciliation” is the bank service fee for pulling and researching items, not the actual reconciliation of the bank account.

Question 10: Under Wire Transfer Services, how many accounts are setup with online wire capabilities?

Answer 10: All accounts are setup with online wire capabilities.

Question 11: Under Wire Transfer Services, can you please clarify what Account Transfers - (Book to Book) is?

Answer 11: Account Transfers - (Book to Book) are internal transfers between separate SAHA accounts.

Question 12: Do you all have an investment portfolio?

Answer 12: Please refer to our annual audit available on line at www.saha.org. The audit Note 2 lists all investments that we have positions in. Our strategy has not changed since the last audit. Our primary target is US Treasury Notes-Short Term as listed in the audit. It lists very specific information including amount and maturity dates. The amounts may change based on excess cash, so that is a variable.

By: *Charles R Bode*
Charles Bode Asst. Director of Procurement

Date: May 9, 2017