

Addendum No. 1 to RFP 23-03



CITY OF SOMERVILLE, MASSACHUSETTS
Procurement & Contracting Services Department
KATJANA BALLANTYNE
MAYOR

To: All Parties on Record with the City of Somerville as Holding
RFP 23-03 Banking Services and Automated Teller Machines in City Buildings
From: Thupten Chukhatsang
Date: 8/1/2022
Re: Questions and Responses

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Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ **#2** _____ **#3** _____ **#4** _____

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1. Based on the 2 week turn around is there the option for an additional 2 week extension making the proposal responses due on 8/17/2022?

Response: The City will not be extending the due date for proposals as the current contract expires on 8/31/2022. Sealed proposals are due by 2:30pm on Wednesday, August 3rd, 2022.

2. Are the provision of (4) ATM's a mandatory requirement?

Response: Yes, the provision of 4 ATMS at no additional cost to the City are mandatory requirements as specified in the RFP package.

3. Does the City's current financial institution provide monthly Analysis statements? If so please provide 1-3 months of statements for lockbox and non-lockbox months. This will limit the amount of additional questions regarding requested services.

Response: Yes, analysis statements are provided by the current financial institution. There are zero non-lockbox months although the volume is heavier the month prior to a tax due date. Water is also collected via lockbox. Please refer to estimated average monthly volumes provided on the pricing form of the RFP package as the City will not be providing bank statements of the financial institution.