



**CITY OF EAST PROVIDENCE  
BANKING SERVICES  
BID FORM  
REQUEST FOR PROPOSAL  
RFP NO. EP20/21-25  
BID OPENING THURSDAY, SEPTEMBER 30, 2021 AT 11:00 AM**

**PLEASE COMPLETE THIS PAGE AND SUBMIT WITH YOUR BID**  
**(PRICING SHEET MAY NOT BE CONFIDENTIAL)**

WHEREAS, the CITY OF EAST PROVIDENCE has duly asked for proposals for performance of services and/or supply of goods in accordance with the above-indicated specifications.

The person or entity does irrevocably offer to perform the services and/or furnish the goods in accordance with the specifications, which are hereby incorporated by reference in exchange for the proposal price.

This offer will remain open and irrevocable until the CITY OF EAST PROVIDENCE has accepted this proposal or another proposal on the specifications or abandoned the project.

The bidder agrees that acceptance by the CITY OF EAST PROVIDENCE will transform the proposal into a contract. This proposal and contract will be secured by Bonds, if required by the specifications.

**I. COMPENSATION (use August 2021 Banking Analysis as an example)**

Please provide the bank's proposed **monthly fees** for banking services. See Exhibit A as an example of itemization. Please attach a spreadsheet of your itemized services and complete A & B below.

- A. If a zero balance in account \_\_\_\_\_
- B. The minimum balance in account for no fees to be charged \_\_\_\_\_
- Year 2 % increase \_\_\_\_\_ not to exceed 5%
- Year 3 % increase \_\_\_\_\_ not to exceed 5%
- Year 4 % increase \_\_\_\_\_ not to exceed 5%
- Year 5 % increase \_\_\_\_\_ not to exceed 5%

## RELATIONSHIP ANALYSIS STATEMENT

CITY OF EAST PROVIDENCE

Statement Period:

Relationship Number:

08-01-2021 through 08-31-2021

Summary of Services Performed

31 days in this cycle

Product	Service Description	Volume	Unit Price	Charge	Collected Balance Required
	<b>TOTAL</b>				
STANDARD DEPOSIT SERVICES	MONTHLY MAINTENANCE	46			
	CHECKS PAID	598			
	DEPOSITS	15			
	ITEMS DEPOSITED	5,410			
	DEPOSITED ITEM RETURNED	12			
	AUTO REDEPOSIT PER ITEM	3			
	DEPOSIT SLIP REORDER	0			
	ENDORSEMENT STAMP	0			
	MONTHLY PAPER STATEMENT FEE	24			
	IMAGE CASH LETTER MONTHLY FEE	2			
	IMAGE CASH LETTER DEPOSIT FEE	165			
	IMAGE CASH LETTER PER ITEM	4,916			
	IMAGE CASH LETTER ADJUSTMENT	3			
	REGULATORY ASSESSMENT	38,787,556			
	<b>TOTAL</b>				
ACCOUNT RECONCILEMENT	FULL REC, PAID MONTHLY FEE	18			
	FULL REC, PAID LIST PER ITEM	11			
	RECON PAID TAPE OUTPUT PER MONTH	17			
	RECON PAID TAPE OUTPUT PER ITEM	11			
	PAYEE NAME MONTHLY FEE	1			
	POSITIVE PAY MONTHLY FEE	21			
	POSITIVE PAY PER ITEM	505			
	PAYEE POSITIVE PAY PER ITEM	496			
	POSITIVE PAY EXCEPTIONS RETURNED FEE	55			
	<b>TOTAL</b>				
AUTOMATED CLEARING HOUSE	ACH MONTHLY FEE	4			
	ACH DEBIT ORIGATION	3			
	ACH CREDIT ORIGATION	13			
	ACH DR/CR RECEIVED	238			
	ACH BATCH INPUT	3			
	ACH FILE INPUT	3			
	<b>TOTAL</b>				
INFORMATION REPORTING	ACH NOTICE OF RTN - MNTHLY FEE	1			
	ACH NOTICE OF CHG - MNTHLY FEE	1			
	WEB-LINK RETURN ITEM DETAIL	2			
	WEBSTER WEB-LINK-C	1			
	WEBSTER WEB-LINK-B	1			
	WIRE TRANSFER ON WEB-LINK MTHLY MAINT	13			
	WEB-LINK AC SUMMARY	1			
	WEB-LINK AC TRANSFER	1			
	WEB-LINK CHECK PD IMAGE RTVL MO FEE	2			
	WEB-LINK DEP ITEM IMAGE MO FEE	2			
	REDEPOSIT REPORTING MONTHLY FEE	1			
WEB-LINK ACH POSITIVE PAY MNTHLY FEE	1				

## RELATIONSHIP ANALYSIS STATEMENT

		Volume	Unit Price	Charge	Collected Balance Required
INFORMATION REPORTING	WEB-LINK POSITIVE PAY MONTHLY FEE	2			
	<b>TOTAL</b>				
AUTOMATED TRANSFER SERVICES	ZBA CONCENTRATION	1			
	ZBA SUB-ACCOUNT	1			
	<b>TOTAL</b>				
COIN AND CURRENCY	DAILY CASH DEPOSITS 1000 AND OVER	1,675			
WIRE TRANSFER SERVICES	WEBLINK DOMESTIC	18			
	CONTRACT CALL DOMESTIC NON-REP	3			
	WIRE TRANSFER-INCOMING	3			
	<b>TOTAL</b>				
ELECTRONIC DATA INTERCHANGE	EDI REMIT ADVISING MNTHLY FEE	4			
RETAIL LOCKBOX	RETAIL LOCKBOX DEPOSIT PREP FEE	43			
	CT RETAIL LBX MONTHLY MAINT	2			
	CT RETAIL LBX PER ITEM	3,346			
	CT RETAIL LBX UNBANKABLE ITEMS	66			
	CT RETAIL LBX REJECT REPAIR	15			
	CT RETAIL LBX PER IMAGE	6,945			
	CT RETAIL ARCHIVE ACCESS	2			
	CT RETAIL LBX ONLINE ARCHIVE 7YR	10,291			
	CT RETAIL LBX TRANS MAINT	2			
	CT RETAIL LBX DATA TRANS RECORD	3,389			
	CT RETAIL LBX DATA CAPTURE KS	69,323			
	<b>TOTAL</b>				
	IMAGE SERVICES	IMAGE-LINK CD MNTHLY MAINT (PAID & DEP)	1		
IMAGE-LINK CD ROM (PAID ITEMS)		1			
IMAGE PER ITEM (PAID ITEMS)		586			
IMAGE PER ITEM (DEPOSITED ITEMS)		1,777			
<b>TOTAL</b>					
DEPOSIT-LINK SERVICES	DEPOSIT-LINK DEPOSIT	2			
	LOCATION - USER GROUP CHARGE	22			
	DEPOSIT-LINK ITEMS DEPOSITED	9			
<b>TOTAL</b>					
CASH SERVICES	PER DEPOSIT	222			
	PER DEPOSIT DISCREPANCY-ADJUSTMENT	2			
	VERIFIED DEP CURRENCY UP TO 2000	216			
	DEP CURRENCY 2001 AND GREATER	51			
<b>TOTAL</b>					

**Total Analyzed Service Charges**

**Total Services Performed**

No Balance Required calculations are at the Relationship level. All rates are calculated at the account level in this relationship

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**II. Bank Information**

Company

Name:

Address:

Signature:

Title:

Telephone #:

Email:

**Please Note: Any representations made with this submission will be relied upon and if proven to be false will be grounds for termination of the contract, if awarded. False representations will also be grounds for forfeiture of all payments under the contract. This will not limit the municipality from seeking other legal or equitable remedies.**

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**Acknowledgement of Addendum (if applicable)**

<b>Addendum Number</b>	<b>Signature of Bidder</b>
_____	_____
_____	_____

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

BIDDER'S SIGNATURE: \_\_\_\_\_

BIDDER'S NAME (PRINT): \_\_\_\_\_

TITLE: \_\_\_\_\_ TEL. NO.: \_\_\_\_\_

EMAIL ADDRESS:

=====  
\*Please include your email address. Future proposals will be emailed, unless otherwise noted.

**III. AWARD AND CONTRACT:**

The CITY OF EAST PROVIDENCE, acting as duly authorized through its Procurement Specialist/Finance Director/Mayor, accepts the above proposal and hereby enters into a contract with the above party to pay the proposal price upon completion of the project or receipt of the goods unless another payment schedule is contained in the specifications. All terms of the specifications, both substantive and procedural, are made terms of this contract.

DATE: \_\_\_\_\_

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**CERTIFICATION & WARRANT FORM\***

**This form must be completed and submitted with sealed bid.  
Failure to do so will result in automatic rejection.**

Any and all bids shall contain a certification and warrant that they comply with all relevant and pertinent statues, laws, ordinances and regulations. Any proven violation of this warranty and representation by a bidder at the time of the bid or during the course of the contract, included, but not limited to negligent acts, either directly or indirectly through agents and/or sub-contractors, shall render the bidder's contract terminated and the bidder shall be required to reimburse the City for any and all costs incurred by the City, including reasonable attorney fees, to prosecute and/or enforce this provision.

Signature

Date

Company Name

Address

Address

**\*This form cannot be altered in any way**