

## Answers to the Questions for RPF#1617-04-11-01

1. We do not use numeric category for deposit slips any longer.
2. ACH Origination
  - a. Debt payments & some a/p transactions
  - b. It varies, some are bi-weekly, monthly and semi-annually
  - c. For payroll there is a process used from our internal software to the Bank software for payroll. For other ACH activity we use the bank software applications.
  - d. Yes.
  - e. (i) approx. \$500,000  
(II) approx. \$400,000
3. Reconciliation Services
  - a. Our IT department would have to provide you that information.
  - b. We have one primary account that handles payroll & a/p checks that receive an reconciliation.
4. ACH Fraud controls
  - a. The primary checking account and our Transit Payroll account
  - b. No, just two accounts need the ACH Fraud protection
5. Dual Control for ACH and Electronic Transfers
  - a. Eleven
  - b. Five users have access to create/approve ACH or wire transfer
6. Remote Deposit Capture
  - a. We currently have one scanner.
  - b. Three employees
  - c. One
  - d. \$12 million
  - e. \$13 million
  - f. \$16 million
7. ePayables
  - a. \$19 million
  - b. 95% Check 5% ACH/WIRE
  - c. Not currently but we are working on computer upgrades that would make this possible.
8. Other
  - a. No
  - b. \$5,000,000
9. Attachment A-1
  - a. **Transit Payroll** – this is used for the payroll activity for the Transit system which operates independent from the City. However, fiscally the City is responsible for the finance

operations. **Bus System Account** – Primarily used for the daily deposits from fare boxes.  
**Health Insurance Fund** – Due to some recent changes we are no longer using the account.

- b. The one primary checking account.
  - c. We currently do not have payee verification.
  - d. The Primary checking account & Transit Payroll acct.
  - e. Twice weekly for AP and bi-weekly for payroll. We have a data transfer portal on our desktop that we must upload to our Bank.
  - f. The primary checking account.
  - g. Our depository account and transit Account for Fare Box Collections.
  - h. Thirteen active wire transfer templates
10. Merchant Services - In August 2016 the City entered into a contractual agreement with SCGov to provide merchant services for the City. Under our current agreement the cost for credit card processing is passed on to the customer through a convenience fee. THE CITY PAYS NO FEES for credit card processing or equipment. **The City has no intentions on changing this process in the near future.** I mentioned the option in the RFP to allow bank to share whatever information they chose for future reference. As I've discussed with the Bank that asked these questions we don't anticipate making a change. Therefore the remaining questions will not be answered since they aren't critical to the analysis of the Bank proposals.
11. The average deposit balance the City maintains is \$5,000,000 per month. This amount was maintained to offset fees and to maximize investment income using the State Local Government Pool. While the City has used the method the past couple years, this policy is subject to changed based on the best opportunity that would be advantageous to the City.