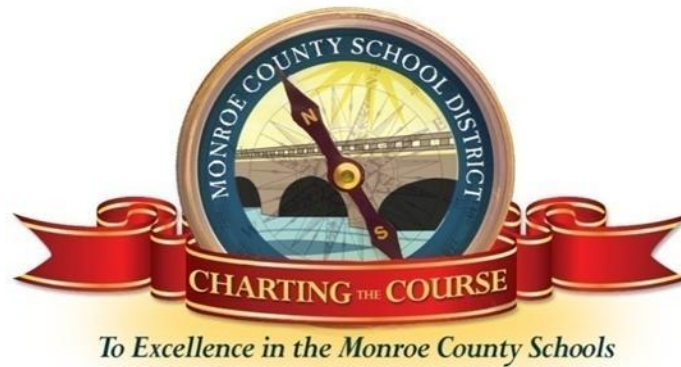


MARK T. PORTER
Superintendent of Schools



Members of the Board

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Chairman

District # 2
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District # 3
MINDY CONN
Vice-Chairman

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District # 5
SUE WOLTANSKI

Bid No: RFP 2019913
Name of Bid: Banking Services
Post Date: 2/22/19
Notice Post Time: 1:00 PM

Q&A No.1

1. There is mention on page 7, section C, a Federal Grant Account. That account is not listed in Section B, #1 – the list of six accounts. Please provide more information about the Federal Grant Account, including statements and the purpose of the account, approximate balance and type of current investments. **See Addendum No.1**
2. Is it the expectation that all funds are interest-bearing accounts, or are there accounts that must be non-interest bearing? **The Investment Account and the Food Service Account will be interest bearing. The other accounts are ZBA accounts.**
3. Please provide statements for all accounts. If possible, we would like to see activity from high-balance months as well as activity from low-balance months, ie December 2018, January 2019 and September 2018 and October 2018. **This information is posted separately due to size.**
4. Please provide the most recent quarterly (or monthly) detailed invoices and analysis statements of activity for 1Q18 and 4Q18. **Analysis Statements are monthly and posted separately due to size.**
5. Centennial Bank is chartered in the state of Arkansas. In past bids this has not been an issue. Please confirm eligibility to bid – and what additional information you would need regarding bank charter for us to participate. **Per Section II. A. (page 6) of the original bid document the bank must be a Federal or Florida chartered bank.**
6. Page 7, Section B, #3, please clarify “paid” versus “cleared” items. **See Addendum No.1**
7. Page 8 – please explain or provide examples of a “Stop Report” and “Diagnostic Summary.” **See Addendum No.1**
8. Is the Food Service account a ZBA? **No**

9. Page 8 Section E.2. Please provide a description and sample of what each of the listed reports contain. **See Addendum No.1. Sample reports are attached separately due to size.**
10. Referencing pg. 10 paragraph 5.c. : Does the School District intend to leave compensating balances to cover service charges or does it prefer to pay fee for service since most accounts are Zero Balance or invested? **We intend to leave a compensating balance to cover service charges.**
11. Are you using RDC to deposit checks for the Day Care, Food Service and Adult Ed accounts? Is Dep Location required when using RDC? **Remote deposit scanners are used for Adult Education Department Lower & Middle Keys. Daycare Account and Food Service do not use RDC to deposit checks. Dep Location is used for Adult Ed (either - Adult Ed Marathon HS or Adult Ed Department).**
12. How many scanners does the School District use and where are they located? **3 scanners – 1 in the Finance department and 2 in Adult Education Department**
13. We noticed there are no “checks Paid” volume on the sheet they provided. Is this activity elsewhere or is there another explanation? **The checks paid activity is included in the debits and averages around 240 checks paid per month.**
14. We have branch offices in Upper, Middle & Lower Keys. The branch locations are below. Please confirm we meet your location eligibility requirements.
 - 1000 Kennedy Dr. Key West, FL 33040
 - 1075 Duval St. Key West, FL 33040
 - 5601 Overseas Hwy Marathon, FL 33050
 - 35 Ocean Reef Dr. Key Largo, FL 33037**See Addendum No.1**
15. Can you provide the total average cash and coin deposited by the School Board? Would the currency activity be specific to only the Food Service Account? **The MCSD uses remote scanners and does not take cash, only money orders. Currency activity would apply to Food Service and Daycare accounts.**
16. Will both the Day Care and Adult Education accounts require a ZBA or Target Balance Sweep? **Daycare, Adult Ed, Payroll, and General Disbursement would all be zero balance accounts.**
17. In section C- Investments of the Banking Services Requested it mentions accounts not subject to invest all balances such as the Federal Grant Account, however this account was not listed/ outlined in the RFP. Can you provide account details? **See Addendum No.1**
18. Can you provide Monroe County School departments/locations that require depository/banking services? **Food Service Department for all schools and district office. Daycare Departments for HOB, Gerald Adams, Poinciana, Key Largo, Plantation Key, and Sugarloaf Schools. Adult Education Departments for Lower and Middle Keys. Finance Department at district office. Addresses are available on our website at www.keysschools.com.**