December 11, 2015

TO: ALL BIDDERS
RE: BANKING SERVICES FOR KERN COMMUNITY COLLEGE DISTRICT RFP # DO160105

Addendum “1” is hereby expressly incorporated and made part of the Banking Services for Kern Community College District RFP # DO160105, proposal submission deadline January 12, 2016.

ADDENDUM 1

Clarifications and Modifications to the RFP

1. The submission deadline has been extended to January 12, 2016 at 2:00 p.m. Prospective Vendor Presentations will tentatively take place the week of January 18, 2016.

2. A Microsoft Word version of the RFP has been provided as an attachment to this email notification.

3. A copy of the RFP and related documents have been uploaded to the Public Purchase website at www.publicpurchase.com and the Kern Community College District website at https://www.kccd.edu/current-rfp-listing.

4. Send all questions to Cammie Ehret-Stevens, Purchasing Coordinator, via email to cammie.ehret@kccd.edu or fax to 661-336-5178.

Answers to bidder questions:

Q1. Do bidders need to be present for the RFP opening?

Answer: No, vendors do not need to be present at the RFP opening. The RFP submission deadline is scheduled for January 12, 2016 at 2:00 p.m. PST. All vendor proposals will be opened at that date and time. There will not be an award made until after the committee has reviewed each vendor proposal. Once the committee is finished with their reviews, each bidder will be notified in writing of whether or not their firm has been selected.
Q2. Will there be an opportunity for the vendors to provide a “live” presentation?
   
   **Answer:** Yes. If your financial institution is selected to continue on in the RFP process, we will schedule presentations for the week of January 18, 2016. If chosen, you will receive your scheduled date and time in a separate document.

Q3. Will our Financial Institution be disqualified from bidding if we do not have a physical branch location within the limits of each college campus?
   
   **Answer:** Your Financial Institution would not be disqualified. We would consider your proposal even if you are unable to provide all services at all locations, but this will need to be fully disclosed in your proposal.

Q4. Due to upcoming holidays, is the District opposed to extending the due date of the proposal?
   
   **Answer:** The submission deadline has been extended by one week. The new submission deadline is January 12, 2016 at 2:00 p.m. Unfortunately, we are on a very tight timeline. We must have time to review each vendor proposal, view vendor presentations and make a final decision prior to January 21, 2016. This will allow time for a Board Action and to obtain approval from our Board of Trustees on February 11, 2016. A new bank must be in place March 1, 2016.

Q5. Is the District opposed to having a set maximum balance that they can keep at their account at their financial institution? With the State of CA collateral requirements we find that sometimes we are restricted to the balances we can hold.
   
   **Answer:** We are not opposed, but prefer to have this based upon individual accounts. We have large dollar value transactions. It is not unusual to have a financial aid disbursement of 3 to 8 million in one day. We would drawdown and deposit the same amount into a different account.

Q6. Based on the three months of Account Analysis Statements provided in the RFP, the District only issued 3 checks out of the 14 accounts. Is the District and its campuses issuing checks from all bank accounts? Please explain.
   
   **Answer:** Currently, these accounts do not have many checks issued out of them. For the most part they are transfers to another Bank. However, we are exploring the possibility of issuing Financial Aid checks to our students beginning July 1, 2016. We would be issuing anywhere from 60,000-70,000 checks a year, beginning July 1, 2016 for Financial Aid. We would of course want a positive pay for these checks and possibly the ability to set up for ACHs to students. This is not certain, but is being explored.

**All other specifications remain unchanged.**

BY: Cammie Ehret-Stevens  
   Purchasing Coordinator  
   Kern Community College District  
   Phone: 661-336-5155  
   Email: cammie.ehret@kccd.edu
ACCETPANCE OF ADDENDUM # 1 TO RFP #DO160105

I ____________________________, officer for ________________________________, hereby accept and agree to Addendum #1 to the Banking Services for Kern Community College District RFP #DO160105 and agree to provide the additional requested information in the Addendum.

Signature of Bidder ____________________________ Date________________________

Signature of KCCD_____________________________ Date________________________

Upon signing, the aforementioned addendum is immediately incorporated into the RFP and service providers response to RFP.

Submit one (1) signed copy of this Addendum acceptance to:

Kern Community College District
Cammie Ehret-Stevens, Purchasing Coordinator
2100 Chester Avenue
Bakersfield, CA 93301
Fax: 661-336-5178
Email: cammie.ehret@kccd.edu

Mark subject line/envelope: RFP Addendum #1 Acceptance

If the addendum as presented is unacceptable please advise KCCD of your rejection of the addendum in writing with reasons, to the address above or by email to cammie.ehret@kccd.edu