

**ATLANTIC CITY MUNICIPAL UTILITIES AUTHORITY**

**REQUEST FOR PROPOSAL**

**BANK DEPOSITORY SERVICES**

**JULY 28, 2021**

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**ATLANTIC CITY MUNICIPAL UTILITIES AUTHORITY**

**REQUEST FOR PROPOSAL – DEPOSITORY BANKING SERVICES AND THREE CHECKING ACCOUNTS**

**I. INTRODUCTION**

The Atlantic City Municipal Utilities Authority is a governmental agency that provides drinking water to Atlantic City residential, commercial and industrial customers. The Atlantic City Municipal Utilities Authority is requesting proposals for a three (3) year depository banking services contract with service to begin January 1, 2022, and extend through December 31, 2024, with an option to renew for three (3) additional one-year periods, if approved by the Board.

Through the awarded contract, the Authority intends to minimize banking costs, maintain operational efficiency, and maximize its earnings potential. This Request for Proposal (RFP), which represents the Authority's cash management goals, specifies all required qualifications, the banking services required, the estimated activity volumes on all accounts, the method and terms of compensation, submission instructions, and contract award provisions. All qualified institutions, as defined below, are invited to submit a proposal.

Institutions responding to this Request for Proposal (RFP) must be insured through the Federal Deposit Insurance Corporation (FDIC) and must demonstrate a capacity to meet the Authority's requirements as stated in the RFP.

The banking services described in this RFP are directed toward four major goals:

- timely and accurate information flow,
- 100% utilization of idle funds and continuous investment of Authority funds,
- safety of Authority funds and securities,
- efficient utilization of available banking services, and
- minimization of banking costs for the Authority.

**II. PROPOSAL QUALIFICATIONS AND SUBMISSION INSTRUCTIONS**

**By submitting a proposal in response to this RFP, depositories will be deemed to agree to the mandatory contract and service provisions contained herein. This RFP and the proposal submitted will be incorporated into and form the basis of the bank depository services contract.**

**1. Local Presence**

To assure a close working relationship and to facilitate services, depository institutions with full depository service capabilities within the geographic boundaries of the Authority will be given preference.

**2. Proposal Format**

In order to equitably evaluate each bank's ability to meet the banking service needs of the Authority, a standard format for all proposals is required. A response must be given to each item in Sections IV-V of this RFP along with the completion of Exhibit A (Proposed Fees). Responses must be in the same order as the questions presented and a response given for each question, stating acceptance of, modifications or additions to, or a statement of the inability to provide said service. Additional explanatory information may be included as part of a proposal.

Submission of the Proposal, however, must be in written form.

**3. Schedule for Proposal Submission**

The Authority will make every effort to adhere to the following schedule.

07/28/21	Release of Request for Proposal
09/06/21	Deadline for questions concerning the RFP or services requested
09/07/21	Responses given to any questions on the RFP - provided to all known proposers
09/08/21	Deadline for proposal submission
09/15/21	Board award of contract
01/01/22	Contract commencement

#### 4. **Proposal Submission**

To be eligible for consideration under this request, a proposal shall be submitted by 11:00 am EST on September 8, 2021, to the address below. **Proposals received after that time at Authority will not be accepted.** Late submissions to the Authority address will not be returned.

The proposal must be submitted in a sealed envelope or packet marked "Proposal for Depository Banking Services." **An accompanying transmittal letter must be signed by an individual authorized to bind the institution, state that the proposal is valid for 180 days from the submission date, and give full contact information regarding the proposal.**

Proposals must be delivered by mail, express mail, or in-person to:

Atlantic City MUA  
401 N. Virginia Ave.  
Atlantic City, NJ 08404-0117  
Attn: Anita Thapa

Additional contact information:  
Email: athapa@acmua.org  
Phone: (609)345-3315, ext. 227

**5. RFP Questions** - There will be **no pre-proposal conference**. Questions regarding this RFP, or the services requested, will be accepted in e-mail form only at the address above. Responses to all material questions submitted will be communicated by e-mail to all known proposers by 4:30 pm on September 6, 2021.

#### 6. **Selection Criteria**

The Authority will consider the availability of services and the cost of those services, and the earnings potential under the contract. All these elements will be combined for the evaluation of the proposals. Award may not be made to the institution submitting the lowest price proposal. The Authority will choose the institution submitting the best, most responsive overall proposal to satisfy the Authority's needs.

The Authority will use the following criteria as the weighting basis for evaluation of the proposals and the award recommendation:

- 40% - Banking services costs and earnings potential comprised of the following components:
  - a. Rates for interest-bearing accounts and money market accounts
  - b. Earnings Credit Rate and Sweep rates
  - c. Bank Service Fees
  - d. Availability of deposited items
- 30 % - Responsiveness and ability to provide services and reports required
- 10 % - Experience (primarily with public clients), references, and continuity of bank and officials
- 10% - Proximity of branch locations
- 10% - Creditworthiness and stability of the bank

Total Possible Points (100%)

**The banking depository services and checking account services will be evaluated independently based on the selection criteria listed above.**

## **7. Authority Rights**

The Authority reserves the right to:

- waive any defect, irregularity, or informality in the proposal or proposal procedures;
- reject any and all proposals;
- accept any proposal or portion thereof most advantageous to Authority;
- request additional information or require a meeting with bank representatives for clarification;
- cancel, revise, and/or reissue this request for proposal or any portions thereof;
- negotiate any conditions with proposers;
- retain all other provisions even if any provision of the proposal is deemed invalid;
- modify deadlines; and
- select any proposal deemed to be in its best interest as determined by the Authority.

## **8. Proprietary Information**

To the extent permitted by law, proposals will be opened in a manner that avoids disclosure of the contents until after the award of the contract. Proprietary information contained in the proposal should be designated as such on each page containing the restricted information.

## **9. Fees and Charges for Depository Services**

The Authority reserves the right to utilize either a direct fee basis or compensating balance basis (or a combination of each) for payment of banking services under the contract. The Authority reserves the right to change the payment methodology during the contract period upon no less than 30 days written notice to the bank, with the change commencing on the first of a calendar month. This will enable the Authority to take advantage of changing interest rate environments.

The Authority is anticipating the use of interest-bearing or money market accounts and, when rates allow, a daily sweep of main accounts into a SEC registered money market fund or an indexed internal account proposed by the bank.

- If a compensating balance payment basis with a sweep is used, the account being swept will be swept to the compensating balance. Fees will be presented by account analysis.
- If a fee basis with a sweep is used, the account being swept will be swept to zero. The bank may direct debit the designated account for fees due.

A complete monthly account analysis will be required regardless of the payment basis.

All item and account charges will remain at the proposal price quoted on Exhibit A for the duration of the contract period regardless of changes in service volumes during the period. Should new services be required during the contract period not contemplated by this RFP, those services will be provided at fees not more than the bank's then-current published rate and approved by the Authority's Assistant Director of Finance and Accounting. The Assistant Director of Finance and Accounting will monitor the bank's performance against provisions of the agreement, including the bank's proposal submitted in response to this RFP.

Costs of services included in the RFP will be fixed for three (3) years. If the Authority exercises the one-year renewal options, costs of services may be re-negotiated for the renewal periods. Any price increase shall not exceed the lesser of the change in Producer Price Index (PPI) over the prior twelve (12) months as provided by the Federal Reserve, or four (4) percent. If the vendor feels that this price cap will not fairly compensate it for a given renewal period, the vendor must provide adequate justification for a higher proposed price increase. **Price increases must be mutually agreed upon.** Such agreement must be finalized at least 120 days prior to the end of the original contract term or the end of the current extension period, as applicable.

## **III. OVERVIEW OF CURRENT SERVICES**

## **PAYMENT PROCESSING**

Utility payments are in the form of cash, checks, credit cards, and debit cards. Checks are received through the mail. Cash, checks, credit cards, and debit cards are received at the cashier's window at the Authority's Administration Office.

Customers can also make electronic checks, debit cards, or credit card payments on the internet or IVR System (interactive voice recording system). The Authority does not absorb any costs associated with this service; all fees are passed on to the customer in the form of a convenience fee. Within three (3) days of the transaction, the funds are wired into the Authority's depository account by way of an ACH. Approximately fifty (50) ACH's are transferred monthly from this form of payment.

However, the majority of payments are received by the lockbox. The Authority's utility bill format includes a payment stub that is detached and returned with the payment. In addition, the bill format includes a return envelope that includes the lockbox address. The Authority's current PO Box address in which lockbox payments are mailed is as follows: PO Box 18849, Newark, NJ, 07191-8849. The Depository Bank picks up payments twice a day. All payments are processed, and the Authority receives same-day credit for the deposits. Each day the Authority receives and downloads the lockbox transmission file for all the processed payments through a secured online banking website. Checks that were not processed due to instructions given to the bank are delivered to the Authority through mail courier (UPS). In most cases, these checks are later deposited by way of Remote Deposit.

Cash deposits are prepared daily by the Assistant Manager A/R or Account Clerk. All cash deposits are prepared and picked up by the Armor Car Delivery service on Mondays, Wednesdays, and Fridays and are delivered to the local branch. The Authority receives same-day credit for Armor Car delivered deposits received by the bank prior to 3:00 pm. The average cash deposit before the Covid-19 pandemic was approximately \$1,200. The deposits are currency and coins. Occasionally checks are included in the deposit if the checks will not scan with the Remote Deposit Scanner.

In addition, once daily, the Assistant Manager A/R prepares the check deposit and scans all check payments through Remote Deposit Capture. The Authority received the equipment and software at no cost; however, processing fees are charged per item scanned. Same-day credit is received for all deposits scanned before 8:00 pm.

## **IV. REQUESTED INFORMATION OF FINANCIAL INSTITUTION (including mandatory information)**

***To be considered, the proposal must include a response to each question in Section IV.***

1. In order to fulfill the Authority's fiduciary responsibility to protect public funds, each bank submitting a proposal shall provide, in response to this item:
  - a. an audited annual financial statement for its most recent fiscal period (the bank will be required to provide annual financial statements throughout the contract period)
2. Describe the bank's philosophy and approach to satisfying the Authority's banking and customer service requirements.
  - a) What, if anything, is distinctive about the bank's approach to customer service?
  - b) What is distinctive about the bank's approach to its uses of automation, including future automated services?

- c) Describe the responsibilities of customer service personnel, including the chain of command for problem resolution. Please include this information for the lockbox facility and for banking issues.
  - d) Will one primary contact be assigned to the Authority's account? When the Authority has questions or issues, who will the Authority contact – the proposer's primary contact or a pool of customer service representatives?
  - e) Are there established turn-around times for responding to inquiries?
  - f) Does the company provide technical customer support for computer hardware, software, and communications problems? If so, what are the hours of technical support?
  - g) Does the company send supporting documentation with all debit or credit adjustments to the lockbox account?
  - h) List the holidays that the company observes.
3. Is the bank offering any transition or retention incentives?
  4. State if the institution is fully qualified as a "Public Depository" pursuant to the State of New Jersey Government Unit Depository Protection Act. A copy of the document should be attached. The institution is required to maintain this qualification throughout the contract period.
  5. The institution must submit a copy of the New Jersey Business Registration Certificate.
  6. List references from at least three (3) of the bank's current, comparable governmental clients. Include the length of time under contract, a client contact, title, email address and telephone number.
  7. Provide the bank's most recent financial rating as issued by Moody's Standard and Poor's. In addition, if available, provide bank ratings from an independent bank rating service.
  8. Provide a copy of **all** agreements (including those not directly referenced in this RFP) which will be required to be executed under the contract. Any changes required on the agreements will be agreed upon and made in writing before award of the contract is made by Authority Board.
  9. Cash Management Policy Certification  
As a provider of financial services, the depository will be required to agree to review the Authority's Cash Management Policy and certify that reasonable procedures have been established to assure that the conditions set in the Policy are met.

## V. REQUIRED BANKING SERVICES

***To be considered, the proposal must include a response to each of the questions in Section V and all associated fees must be detailed on Exhibit A. Add any level of detail as necessary for complete disclosure.***

### **1. Sweep Mechanism for Depository Account**

The Authority is interested in assuring that all funds are earning at best, then-current interest rates available at all times. The Authority currently pays for services on a compensating balance basis. In order to maximize the yield on idle Authority funds, a sweep account may be requested. The amount of this investment may vary. The Authority welcomes any methods recommended by the institution on the daily investment of idle funds; however, any proposed method should be described in detail and state if the interest rate is tied to an effective index rate or if the bank manages the rate.

The bank shall clearly describe the bank's most cost-effective methodology for creating the sweep.

- a. Fully describe the proposed sweep mechanism – or current option - focusing on the bank's most cost-effective structure. Detail the cost structure for ZBAs and direct sweep options if applicable.
- b. If the bank proposes an alternative to a sweep, such as an indexed interest-bearing account, detail and describes fully.
- c. Describe how sweep activity will be reported on a daily basis on Authority reports, i.e., will daily activity reports show balance amounts being swept in and out of the account?
- d. Is interest applied on the last day of the month or the first day of the next month?
- e. Provide the proposed computation basis for interest-bearing and money market accounts if rates are based on a set index or security (such as the 3-month Treasury Bill).

The Authority may be required or may desire to open additional accounts or change account types during the contract period. If this occurs, the new accounts and their services shall be charged at the same contracted amount. (Unanticipated or new services may be charged at not more than published rates.)

## **2. Automated Cash Management Information for Depository Account**

The Authority requires automated cash management information on a cost-effective and efficient basis. The Authority requires timely access to transactions and daily balance reporting to balance internal information and transaction detail. At present, for the Authority's depository account, daily e-mails are received that include daily activity and account balances.

- a. Fully describe the bank's online service capabilities. List the system functions/capabilities (i.e., balance reporting, wires, etc.).
- b. Are all service modules bundled, or are individual modules priced separately? What services or reporting services are charged separately if any?
- c. State the access and update times for daily information, including wires, transfers, etc.
- d. Describe other available services that will enable the Authority to access transactions and balance reporting in a timely manner.
- e. Describe service and list in detail, by item, the costs for the various automated cash management services available.

### 2.2 Describe the company's image processing capabilities.

- a. Do they include online customer access to the images?
- b. What are the hardware and software requirements for the customer?
- c. Can you image both sides of documents?
- d. Can you image envelopes?
- e. Can you image correspondence that accompanies a payment?
- f. Is every image associated with a payment (check, bill stub, correspondence) linked to the check?
- g. What security procedures does the company use to protect access to customer data (hardware/software, physical)? Does the company use and support any authentication and encryption methodology for communicating with customers? If so, explain.

## **3. Standard Deposit Services**

Standard commercial deposit services are required. Checks are not encoded. As discussed above, on Mondays, Wednesdays, and Fridays, the armor car service picks up the deposit and delivers it to the local branch. The typical deposit, on average, approximates \$1,200 which is mostly in twenty-dollar denominations. The deposit is primarily cash, but occasionally a check will be included when the remote deposit capture rejects the check (approximately three (3) rejected checks per month).

- a. Does the bank image all deposit slips? Deposit items? If so, when and how are they available? Are the images sent to the Authority by CD or available only online?
- b. What is the bank's daily cut-off time to assure same-day ledger and - pending availability - collected credit?
- c. State the bank's Availability Policy. Provide schedule, if available.
- d. Include a list of all the bank's deposit locations and alternatives.

- e. Based on the deposit of \$1,500 listed above, state the cost of such a deposit, including all costs involved.

#### **4. Lockbox Services**

The Authority currently uses Lockbox Services, including lockbox transmission. The Authority is also interested in E-box service in the future.

- a. Does your bank offer lockbox services, including lockbox transmission and E-box?
- b. Are your lockbox services operated by a third party? If yes, what is the name of the third party, and if a contract is in place, when does it expire?
- c. Explain the process of the service offered in detail, including time requirements, processing time, deposit availability, imaging of documents, and handling of unprocessable/return items. Describe the lockbox processing workflow (include E-box if applicable). Include a schematic or flow chart of the processing procedures.
- d. What is the current lockbox address? What is the location of the processing center?
- e. Who is responsible for securing the PO Box, and how is the fee charged?
- f. What reports are provided for by this service?
- g. What detail from processing is provided to the Authority, and by what mode of communication (delivered by mail, e-mail, etc.)
- h. Highlight your quality control checkpoints and the components that are directly controlled by the lockbox manager.
- i. What controls does the company have in place to ensure accurate processing per customer specifications?
- j. What are the deposit times for the customer's lockbox, and how are they determined?
- k. Describe any priority handling of items for certain lockbox customers (e.g., large-dollar volume customers). How is priority handling determined, and is this a negotiable feature of lockbox processing?
- l. When are the company's peak periods (weekly and monthly), and what arrangements are made to handle the increased volume?
- m. In the case of an automated system failure, what backup arrangements are in place for lockbox processing?
- n. Will the company process payments that do not equal the full amount due as shown on the bill stubs (i.e., partial payments)?
- o. Does the company set a maximum number of bill heads associated with one (1) check that it will process?
- p. Can the company accommodate special instructions for processing different types of payments? An example is listed as follows:  
A single check with 20 bill stubs and the check does not match the total of the stubs. We want the vendor to process this payment and post-money to each stub in order until the amount of the check is depleted or if the check is for more – add the extra amount to the final bill stub of the batch.
- q. At present, the Authority receives exceptions slips (for payments with no water account listed, checks payable to wrong business) delivered by a USPS courier at no cost to the Authority? Will the bank secure such a service for the Authority, and if so, at what cost.
- r. What is the normal processing time for payments? From the time the lockbox facility receives a piece of mail to the time, it is deposited?

#### **NSF Checks Received by Authority**

Under the awarded contract, NSF checks paid to the Authority are to be automatically re-deposited for collection. Complete information must be provided on all NSF returned items, including name and reason for return.

The Authority wants the option of the second presentment to be made by ACH (RCK) to targeted dates for maximum collection potential.

- a. Describe the bank's current NSF process.



- b. Are checks automatically re-deposited? When? How many times?
- c. How and when is the Authority notified of return items? Is notification made electronically or by paper?
- d. Is the bank capable of processing the second presentment as an ACH with a targeted presentment date? Describe in full.
- e. What will the cost be to the Authority for NSF checks and checks from the second presentment?

**Remote Deposit Capture**

The Authority currently uses Remote Deposit Capture. The equipment and software were provided by the bank at no cost to the Authority. One deposit is made approximately by 3:00 pm daily. The average daily volume approximates 30 checks or 608 units monthly.

- a. What are the bank's current capabilities in remote check deposits? Describe how checks are processed and cleared. Describe any limitations (check type, amount, etc.).
- b. Does the bank use ACH conversion or image replacement? Define the differences and advantages.
- c. When are ACH credits applied, by batch or by day?
- d. If the bank currently has this service currently available, give two references with contact information.
- e. Is there any batch or daily limitations on the number of checks?
- f. What scanner equipment is required to operate the system? Is this equipment available through the bank at no charge or on a lease basis? Please list the equipment required along with its cost(s).
- g. What reports are provided for this service or simply reported as daily detail?
- h. What are the costs, by item, associated with this service?
- i. What is the cut-off time in order to receive same-day credit for the deposit?

**Overdrafts for Depository Account**

It is extremely unlikely that an overdraft would occur; however, because this situation may arise, state the bank's policy regarding account and full account overdraft policy and detail rates and fees, if any, to be charged on a per-event or per account basis.

**5. Account Reconciliation**

Provide pricing for your reconciliation services.

- a. Describe the reconciliation processes, as it relates to the receipt of lockbox utility payments.
- b. How much flexibility is there for bank systems to interface with existing in-house systems? What record formats are required? How is reconciled data sent to the Authority? When?
- c. Specify all reconciliation reporting alternatives.

**6. Funds Transfer and Wire Services**

The Authority rarely uses wires or internal transfers.

- a. Incoming wire transfers must receive immediate same-day collected credit. Wire initiation should be available online. The Authority requires that wires be released the same business day if the information is provided by the established deadline. The Authority will require compensation for delays caused by bank errors at that day's Fed Funds rate. Describe the process of online wire initiation. Provide confirmation of agreement with these conditions.
- b. How and when will the bank notify the Authority of incoming wires? Online? E-mail?
- c. Is future dating available for both repetitive and non-repetitive wires and transfers? How far in advance?
- d. Are wires transfers with standing transfer instructions available?

**7. ACH Services**

ACH services are currently used.

- a. Describe the batch transmission requirements for ACH transactions.
- b. Describe the transmission alternatives for individual ACH transactions. Is the Authority able to initiate individual ACH transactions online?
- c. State the availability policy for debit and credit ACH transactions. Is the account debited when the transaction is initiated or on settlement?
- d. Can monthly transfer to Trustee (Bank of New York-Mellon) be done by ACH?

#### **8. Collateral Requirements**

Please describe the method by which your bank determines proper collateralization of the Authority's accounts (i.e., actual balance, average balances, daily basis, or monthly balances).

#### **9. Account Analysis**

Monthly account analysis reports must be provided for each account and on a consolidated account basis. The bank may direct debit the designated account for fees due if compensation is being calculated on a fee basis or if a net fee is due.

A complete account analysis will be required monthly regardless of the payment basis.

- a. Provide a sample account analysis, including calculation bases.
- b. When is the analysis available each month: online and paper?
- c. How long is the analysis maintained online?

#### **10. Monthly Statements**

The bank must provide monthly account statements on all accounts with complete supporting documentation. All accounts must be on a calendar monthly cycle and statements received on a timely basis. Timeliness of statements is critical, and non-performance will be grounds for the termination of a contract.

- a. Provide a sample monthly statement.
- b. When are monthly statements available each month: online and paper form? If online, when and how long?

#### **11. Implementation and additional information**

- a. Provide a copy of all agreements that will be required to initiate this service.
- b. Provide a detailed description of the implementation process including testing, and a sample implementation schedule.
- c. Describe support provided during implementation, including training, technical assistance, user manuals, and on-site visits. Does the company assign an implementation team?
- d. What security procedures does the company use to protect access to customer data (hardware/software, physical)? Does the company use and support any authentication and encryption methodology for communicating with customers? If so, explain.

#### **12. Proximity**

Provide the distance of your nearest branch to the Authority's address and list all branches on the Absecon Island (Atlantic City, Ventnor, Longport, and Margate).

#### **13. Account Executive**

To ensure smooth contract implementation and continuation of services, a specific Account Executive and a backup must be assigned to the Authority account to coordinate services and expedite the solution of any problem encountered. The account executive should be available to meet with Authority staff on banking matters as needed and at a minimum semi-annually.

- a. Provide the name, title, and location of the proposed Account Executive.
- b. Provide the name, title, and location of the backup representative.

**14. Company Banking**

The Authority is interested in giving its employees the opportunity for enhanced banking services.

- a. Does the bank have a banking services program available for Authority employees?
- b. List services provided under this program with applicable discounts or fees to the Authority or employee.
- c. Is the availability of the program based on the use of direct deposit or Authority employment?

**VII. BANK COMPENSATION**

The Authority will take into account all costs and earnings potential as part of the evaluation of each proposal. Section V and Exhibit A must be completed in their entirety.

Exhibit A has been provided for the detailing of all anticipated fees. If the Exhibit does not detail line-item fees required for a particular service, the fee type and level should be added and identified. Bundled fees should be clearly delineated, especially regarding online services, to assure accurate evaluation.

The Authority reserves the right to utilize either a direct fee basis or a compensating balance basis (or a combination of each) for payment of services under the contract. The Authority reserves the right to change the fee methodology during the contract period upon no less than 30 days written notice to the bank with the change commencing the beginning of the following month. This will enable the Authority to take advantage of changing interest rate environments.

Any cost (bundled or unbundled) not included on Exhibit A will not be paid under this agreement, with the exception of costs related to new or optional services negotiated after the initial agreement.

This is a three (3) year service agreement. Should new services be required during the contract period not contemplated by this RFP, those services will be provided at fees not more than the bank's then-current published rate.

**Exhibit A: Schedules of Proposed Fees**

*(Any additional items required for a particular service should be added)*

<b>Bank Depository Services Required Banking Information</b>	Average Monthly Available Balance	% Interest Rate			Comment
<b><u>Earning Credit:</u></b>					
% Rate on Available Balance	\$640,130.06				

<b>Service Description</b>	(a) Average Monthly Volume/Units	(b) Unit Cost	(c) Monthly Average Cost	Set-up Fees	Comment
<b><u>Balance and Compensation Information</u></b>					
Recoupment Monthly Fee	683				
<b><u>General Account Services</u></b>					
Desktop Deposit-Deposit Credited	21				
Account Maintenance W/Ck Return	1				
Debits Posted	5				
Client Analysis Statement Paper	1				
<b><u>Lockbox Services</u></b>					
Monthly Base	1				
Transmission Base	1				
Document Scanned	4754				
Standard Item Processed	1291				
Value Added Keying	23897				
Remit Processed Expr Mail	4				
Correspondence/Rejects	8				
7 Yr Images Archive	4754				
Pkg US Mail Delivery	30				

**Exhibit A: Schedules of Proposed Fees (Contd)**

*(Any additional items required for a particular service should be added)*

<b>Bank Depository Services Required Banking Information (Contd)</b>	(a) Average Monthly Volume/Units	(b) Unit Cost	(c) Monthly Average Cost	Set-up Fees	Comment
<b><u>Depository Services</u></b>					
Miscellaneous Credits Posted	76				
Branch Deposit	4				
Deposited Check	5				
Deposited Checks- On Us	0				
Desktop Deposit-Deposited Item Onus	232				
Desktop Deposit-Deposited Item	191				
Wholesale Lockbox-Deposited Check	1291				
Return Item-Chargeback	3				
Return Item Retrieval-Image	4				
Return Item Redeposited	1				
<b><u>Paper Disbursement Services</u></b>					
Pymt Auth Max Check Mthly Base	1				
Desktop Deposit Images Retrieved	461				
Check Cashing Thresold MO Base	1				
OTC Debit Block Monthly Base	1				
Checks Pay To Indiv Blcok MO Base	1				
<b><u>General ACH Services</u></b>					
Electronic Credits Posted	73				
ACH Received Item	50				
<b><u>Wire Transfer Service</u></b>					
Wire Out Domestic-Auto Standing	1				
Wire Template Storage Monthly Base	1				
Wire In To USA Acc-USA Domestic	1				
Wire Mail Confirmation	1				
<b><u>Information Services</u></b>					
Desktop Deposit Report Per Item	910				
Desktop Deposit Monthly Base	1				