

Service availability _____ %
Safety and creditworthiness of bank _____ %

6. Award of Bid and Service Initiation

The contract is to be awarded by District Council at its meeting _____, 1999.

III. REQUIRED FINANCIAL INSTITUTION INFORMATION

All banks must provide, as part of the proposal:

- audited financial statements for the most recent fiscal year,
- a copy of the current call report, and
- a statement regarding any recent or foreseen merger or acquisition.

IV. REQUIRED BANKING SERVICES

This section lists all the services to be provided by the bank under this agreement. Attachment A lists each of these services. The bank should use this Attachment to provide the specific price for each service.

A. Consolidated Account Structure

The bank is to provide a master consolidation account and zero balance accounts from which daily balance and detail reporting is available. The District's current account structure contains the following accounts:

Account Title

Describe your ability to provide a master account and daily sweep investments to the compensating balance.

B. Wire Transfer Services

The District currently generates approximately _____ incoming and _____ outgoing wires each month. A standard wire transfer agreement will be executed with the bank. This proposal should include a copy of your standard transfer procedures and wire transfer agreement. The District requires adequate security provisions and procedures. If the wire transfer requests are available on line, full information should be submitted detailing the use.

C. Automated Daily Balance Reporting

The District requires an automated PC based reporting system for access to the closing ledger and available balances. Stipulate the time at which the access is available and describe the system to be used. Reporting should include balance and detail reporting. Samples of the reports are to be included in the proposal.

D. Sweep Account Provisions

If the District chooses, the bank will be responsible for automatically sweeping the balances in the all accounts daily to an investment option (money market fund, repo, etc.). Describe the sweep options and if a money market fund is used provide a prospectus. The accounts will be swept to the compensating balance.

E. Reconciliation

The following accounts are to be reconciled by the bank. Deadlines and requirements for tape receipt and processing time should be included in the proposal.

Account Title

F. Investment of Idle Funds and Safekeeping of District Securities

All certificates of deposit and other securities bought by the District will be bought on a competitive basis. The entity has no obligation to invest its funds with or through the bank. If the bank is proposing overnight repurchase agreements, an executed Master Repurchase Agreement is required. In order to fulfill GASB III requirements for reporting, if a repurchase agreement is executed with the bank itself, the collateral must be held in the trust department of the bank in a separate account. If a money market fund is being anticipated for overnight sweep use, a copy of the prospectus must accompany this proposal.

All securities will be handled on a delivery versus payment (DVP) basis as they are cleared into and out of the account. There will be approximately ten securities in safekeeping at any time. All clearing and safekeeping will be in the bank or its correspondent. All correspondent and safekeeping arrangement will be stipulated in the proposal.

Describe your provisions for safekeeping of book-entry securities.

G. Standard Disbursing Services

Standard disbursing services for all accounts are required to include the payment of all checks upon presentation.

H. Standard Deposit Services

The bank must guarantee immediate credit on all incoming wire transfers and U.S. Treasury checks upon receipt and all other checks based on the banks published availability schedule. The Bank should specify in their proposal their deposit requirements and commercial and retail deposit locations, including night deposit services and procedures.

I. Reporting and Account Analysis

Monthly account analysis reports must be provided by the bank on a timely basis for each account and on a total account basis. A sample account analysis format must be provided as part of the proposal. Samples of monthly statements should also be provided. The monthly statements are to be received within ten business days of the next month.

J. Account Executive

An account executive must be assigned to the account to coordinate the account services and expedite the solution of any problem. A trained and competent backup for the account executive, familiar with the account, should be assigned in the proposal. Stipulate the name and a brief biography of the account executive to be assigned the District's account.

K. Direct Deposit

Describe the requirements and deadlines for computer tape for ACH transactions. The proposal should indicate when funds will be available in participating banks.

L. Daylight Overdraft Provisions

Every effort will be made to eliminate daylight overdraft situations on the account. However, in case this situation does arise, the proposal should include any and all bank policies regarding daylight overdrafts charges or handling procedures.

M. Stop Payments

The proposal must include a statement on the proposed stop payment process on an automated or manual basis.

N. Collateralization of Deposits

The bank must agree to obtain and maintain acceptable sufficient to cover all anticipated time and demand deposits, above the FDIC insured limit of \$100,000. Securities used to pledge against time and demand deposits must be held by the State Treasurer. Collateral will be maintained at a minimum of 102% and marked to market at least once a month. Responsibility for monitoring market value will rest with the bank. Control will be shared jointly between the bank and the entity. Substitution will require prior approval by the District and not be unduly withheld. Substitutions of collateral will be requested in writing and new collateral will be received before the existing collateral is released

O. Additional Services

If new services become available and are provided during the period of this contract, they will be charged at the bank's then published rate.

V. OTHER SERVICES

The District is interested in obtaining service and cost information on additional services for possible use during the contract period. These services are not required but will be evaluated in terms of availability, feasibility, service levels, service providers and cost. The District will make its determination after receipt of proposals as to whether a service will be used. If the service is accepted later in the contract period the services and charges stipulated in the proposal will be applied.

A. Lockbox Services

The District may chose to utilize lockbox services for certain revenue collections. Describe the service including the lockbox location and a full description of the service.

B. Positive Pay

The District may chose to utilize advance reconciliation to reduce the possibility of check fraud. Describe your bank's positive pay processing including information transfer requirements and charges.

VI. Bank Compensation

Any net settlement on compensating balances will be made annually. If fees are chosen as the payment methodology fees will be paid monthly after receipt of the account analysis.

ATTACHMENT A - BANKING SERVICES CHARGES

Any and all anticipated service charges must be shown on this form to be applicable under the agreement. Add additional lines as required.

Service	Unit	Unit Charge	Cost of Service
Account Maintenance		Per month	
Daily PC Balance Reporting		Per month	
Zero Balanced Accounts			
Master Account		Per month	
Subsidiary Accounts		Per month	
Credits Posted		Per transaction	
Debits Posted		Per transaction	
Encoding charge		Per transaction	
ACH Processing		Per transaction	
Origination of file		Per tape	
ACH deletions		Per transaction	
ACH entries		Per transaction	
Returned checks		Per transaction	
Controlled Disbursement		Per account/per month	
Reconciliation		Per month	
Sort list tape		Per transaction	
Sort and list		Per transaction	
Items Deposited			
Deposits		Per transaction	
Commercial deposits		Per transaction	
On Us		Per transaction	
		Per transaction	
		Per transaction	
Stop payments		Per transaction	
Wire Transfers			
Incoming		Per transaction	
Outgoing		Per transaction	
Investment Safekeeping			
S/keeping interest/credit		Per transaction	
S/keeping receipt deposit		Per transaction	
S/keeping outgoing		Per transaction	
		Per transaction	
		Per transaction	
Check Printing		Per transaction	
Extra Statements		Per transaction	
Disposable Bank Bags		Per Item	
Lockbox		Per month	
Cutbacks		Per transaction	
Special handling		Per transaction	
Positive Pay		Per transaction	