

CHATHAM COUNTY PURCHASING DEPARTMENT

ADDENDUM NO.  3  TO  RFP 21-0026-7

**FOR: Annual Contract for Banking Services for Chatham County**

---

**PLEASE SEE THE FOLLOWING ADDITIONS, CLARIFICATIONS AND/OR CHANGES:**

1. **Question:** How many transactions do you have a month for securities that need to be bought/sold or transferred in or out of safekeeping?  
**Response:** For a nine-month period, the average monthly is 13 purchased, 2 sold and 5 matured/called.
2. **Question:** What are the types of securities that you are interested in safekeeping?  
**Response:** US Govt/Agency Securities, International Corp. Bonds, and Municipal Bonds
3. **Question:** Do you need your custodian provider to offer DVP (Delivery vs Payment) capabilities?  
**Response:** No
4. **Question:** May we have a copy of your most recent investment statement?  
**Response:** The County has posted Investment Statements to the Purchasing Website at [purchasing.chathamcounty.org](http://purchasing.chathamcounty.org). The pdf is located in Open Bids along with the RFP document.
5. **Question:** What is the average size of your investment safekeeping portfolio?  
**Response:** For a nine-month period, the average monthly investment balance was \$274,934,578.00
6. **Question:** Ref. Section 5.6 – Collection and Deposit Services – Scanning equipment (lease options), software, transfer procedures, bathing, and security. Will you please describe transfer procedures and what it means in relation to deposit activity?  
**Response:** Chatham County uses one desktop scanner in the Finance department primarily due to the large volume of checks. A deposit batch is created with the on-line banking portal and the checks are scanned through the scanner connected to the on line banking portal. Once all checks are scanned and the batch is reviewed, the batch is submitted to the bank through the on-line banking portal and it is turned into an electronic deposit. Typically, there is one batch per business day.
7. **Question:** Ref. Section 3.2 – Minimum Criteria – Letter G – Financial Statements – May we provide internet links to our financial statements?  
**Response:** Yes
8. **Question:** Ref. Section 5.11 Wire Transfer – third bullet – Ability of the government to monitor wire transfers online. Please describe in more detail the information you are looking to confirm.  
**Response:** Chatham County seeks to be able to monitor the status of a submitted wire through the on-line banking platform. Some wires are scheduled in advance and we need to be able to run status reports to ensure that wire completed successfully and get confirmation reports. We need to have an on line reporting system that where we can run historical wire reports by bank account and for designated time periods. If a wire

does not complete successfully then a notification system to the originator or designated users would also be helpful.

9. **Question:** Ref. Attachment G - Systematic Alien Verification for Entitlements (SAVE) Affidavit Verifying Status for Chatham County Benefit Application PAGE 42

Does this form apply to this RFP? Based on our interpretation this form is for someone applying for a business license. Do we need to complete this form?

**Response:** Yes, the form is required. A contract is considered a public benefit.

10. **Change:** Ref. Section 5.1, Remove the last bullet point in reference to Safekeeping Agent. The County is not requiring Safekeeping as part of the RFP scope of service since it is covered under a separate contract. However, Proposers should address their safekeeping capability since this might be a requirement in the future.

11. **Change:** Due to an influx of questions, the due date has been extended to allow for responses. Addendum 4 will be forthcoming.

**\*\*THE PROPOSAL DUE DATE HAS BEEN  
EXTENDED TO 5:00PM, MAY 27, 2021.\*\***

---

---

**PROPOSER IS RESPONSIBLE FOR MAKING THE NECESSARY CHANGES.**


---

---

May 13, 2021

DATE



 MARGARET H. JOYNER  
PURCHASING DIRECTOR  
CHATHAM COUNTY