



March 8, 2023

To All Proposers:

Subject: **RFP #: CR-7954-W3, Banking Services / Treasurer & Collector**

ADDENDUM NO. 3

To Whom It May Concern:

With reference to our proposal request relative to the above subject, please refer to the changes/modifications/clarifications to the original proposal request.

- **PLEASE SEE QUESTIONS BELOW AND CLARIFICATION FROM CITY:**

Lockbox

Can you please let us know if there is a specific requirement for an “Insured Armored Courier” for daily check and remittance for Lockbox, or is the Insured Armored Carrier just a requirement for Branch Deposits? And a regular courier service for Lockbox

Lockbox items will go directly to the bank. If the bank is unable to process, an online portal is the preferred system for confirming payments by the City. If physical checks need to be sent to the City, a courier is sufficient. Item five specifically references payments received directly by the City, either in the mail or through the Tellers. If the bank is in walking distance, the City will walk the receipts over to the bank. If the bank is not within walking distance, the bank must have an armored vehicle pick up the receipts and deliver them to the bank.

Proposers are requested to acknowledge and/or include this addendum with submission. All other terms, conditions and specifications remain unchanged.

Very truly yours,

Christopher J. Gagliastro
Purchasing Director