

According to RSMo 110.130 “the county commission of each county in this state on or before the first Monday of July for the year in which a bid is requested and every fourth year thereafter, with an option to rebid in each odd-numbered year, shall receive proposals from banking corporations or associations at the county seat of the county which desire to be selected as the depositories of the funds of the county.” The Commission intends to bid the checking and investment accounts of all County funds (52.360 RSMo).

There will be a pre-bid conference held in the County Commission chambers at 3:30 p.m. on Thursday, May 11, 2023. This meeting will provide an opportunity for potential bidders to ask questions and request clarification of any of the bid specifications. The Commissioners, Treasurer, Auditor, HR Director, and Collector will be present to assist in addressing any questions that may arise. We will be happy to provide you with any additional information you may require prior to, or following, this meeting.

Specifications:

- 1) Around forty separate checking accounts will be maintained with most activity being handled through the three clearing fund accounts for general County operations. The County reserves the right to add or delete checking accounts as needed.
- 2) While we expect the number of deposits and checks to remain approximately the same as in 2022 we will not guarantee the number of deposits, number of checks written, nor the average collected balances.
- 3) All monies must be collateralized in excess of the FDIC amount; The County Treasurer must take possession of the safe keeping receipts.
- 4) This will be for a two-year period, i.e. July 2023 through June 2025, with the option to renew the contract for one additional two-year period.
- 5) Specifications for checks will be provided by the County. Checks, duplicate deposit slips and any other supplies necessary to conduct business in the usual manner will be provided to the County at no charge.
- 6) The institution will waive all fees.
- 7) Interest is to be paid on 365-day calculation.
- 8) One bank officer will be designated for communications and investment purposes.
- 9) Regular business teller services will be provided.
- 10) Direct deposit payroll options will be made available to employees of the County at no additional charge.
- 11) On-line banking will be provided for transferring monies between funds, wire transfers, stop payments and for the display and printing of monthly bank statement information as well as the ability to print copies of cancelled checks. This service will also be utilized by the payroll clerk for direct deposits of both payroll checks, ACH transfers for payroll taxes, and ACH transfers to vendors; and Collector and Treasurer for transfers to taxing entities.
- 12) The institution shall:
 - a) Serve as a depository for federal withholding deposits
 - b) Provide full service checking accounts:
 - i) On-line banking services for all accounts

- ii) On-line access to monthly statements and cancelled checks within five (5) workdays following the end of the month
 - c) Provide bank depository to secure all funds on deposit (equal to minimum of 100%) as required by Missouri Law.
 - d) Provide “Zero Balance” checking accounts when necessary
 - e) Provide a pledged collateral statement at the end of each month
 - f) Accept coin and cash deposits in bulk
 - g) Provide interest bearing checking accounts
 - h) Indicate the maximum number of interest bearing checking accounts
 - i) Waive all service fees and charges
 - j) Provide all checks for checking accounts, properly printed and coded to meet requirements of the bank depository, free of charge
 - k) Provide duplicate imprinted deposit slips for all checking accounts free of charge
 - l) Provide letters of credit for County if requested
 - m) Permit and facilitate ACH and wire transfers of any and all state and federal funds coming to Callaway County for deposit into County accounts and waive any and all fees pertaining to such transactions
 - n) Permit and facilitate Positive Pay for accounts and waive all fees pertaining to such
 - o) Permit and facilitate ACH and wire transfers for all necessary outgoing transfers
 - p) Make available investment counseling
 - q) Provide specifications for automated service hardware and software capability
 - r) Process all NSF checks twice before returning to the County
 - s) Provide cashier’s checks when necessary
 - t) Provide one safe deposit box (up to 5X10 size) at no charge if necessary by the County
 - u) Provide coin bags as needed for county offices
- 13) The County reserves the right to add or subtract accounts as necessary or mandated by law or policy that would be covered under the same conditions as the Bank Contract.
- 14) The County reserves the right to invest outside of the depository agreement any of the investment accounts.
- 15) County may borrow funds through the use of tax anticipation notes as provided under Section 50.070 (RSMo)
- 16) In order for the Commission to determine the best bid, please state;
- a) The compensation balances required in lieu of bank fees, and if this is required per account or may be combined.
 - b) The minimum interest rate for your facility will pay.
 - i) On checking accounts:
 - (1) 30 days
 - (2) Over 30 days and less than 180 days
 - (3) 180 days and over
 - c) The rate of interest your bank will pay on daily balances,
 - i) If you wish to guarantee a rate, please state.
 - ii) If you wish to tie the rate to something, please explain.
 - d) The rate of interest your bank will pay on term deposits. (See b and c above)

17) As provided in Chapter 50.060, in the event it becomes necessary for the County of Callaway to issue Tax Anticipation Notes during the period July 01, 2023 through June 30, 2025, and the optional renewal period of July 01, 2025 through June 30, 2027, the selected financial institutions promises to loan the County, upon the County's request, the amount of funds to be determined.

- a) If you wish to guarantee a rate, please state.
- b) If you wish to tie the rate to something, please explain.

18) Remote Deposit:

- a) Please describe your remote deposit product
- b) Bidders must provide (3) references for remote deposit services in the public sector. Provide contact name, e-mail address and phone number.
- c) Within what time frame would same day information be available online? Does this differ between physical deposits and remote deposits?
- d) Describe the systems, including flow charts where helpful, that support proposed remote deposit processing system.

In order to assist you with this bid, a list of current fund accounts follows as Attachment 1.

The Callaway County Commission reserves the right to reject any portion or all bids.

Sealed bids marked "County Depository Bid #18" will be received at the Callaway County Courthouse, Office G-16, 10 East 5th Street, Fulton, MO until 11:00 a.m. CDT, on May 25, 2023, at which time they will be opened and possibly awarded.

ATTACHMENT 1

FUND	APPROX. CASH DEPOSITS IN 2022	APPROX. NO. OF CHECKS WRITTEN IN 2022
GFCA (GENERAL FUND CLEARING ACCOUNT)	all done by EFT	3074
PFCA (PAYROLL FUND CLEARING ACCOUNT)	all done by EFT	250
IFCA (INSURANCE FUND CLEARING ACCOUNT)	all done by EFT	0
COUNTY ROAD & BRIDGE	53	0
GENERAL REVENUE	204	0
GENERAL REVENUE CONTINGENCY	all done by EFT	0
PROP 1 SALES TAX	all done by EFT	0
PROP 1 SHERIFF/PA DISCRETIONARY FUND	all done by EFT	0
PROP 2 DEBT SERVICE	all done by EFT	0
PROP 2 CAPITAL PROJECTS	all done by EFT	0
USE SALES TAX	all done by EFT	0
SHELTERS FOR VICTIMS	72	0
JURY FUND	3	0
ASSESSMENT TRAINING	13	0
LAW ENFORCEMENT FUND	12	0
SCHOOL FUNDS & INTEREST	16	0
CEPF - LEPC	all done by EFT	0
EMERGENCY OPERATIONS	31	0
FIRE DEPARTMENT SIMULCAST EQUIPMENT MAINTENANCE	8	0
911 FUND	101	0
SPECIAL SHERIFF FEES FUND	26	0
ELECTION SERVICES FUND	10	0
COUNTY EMPLOYEE'S INSURANCE FUND	12	0
CO. SHERIFF'S REVOLVING FUND	14	0
CO. EMPLOYEE'S RETIREMENT FUND (CERF)	all done by EFT	0
CALL. CO. DISASTER RELIEF FUND	0	0
FEMA DR FUND	all done by EFT	0
CALLAWAY FAMILY TREATMENT COURT FUND	all done by EFT	0
OPIOID SETTLEMENT FUND	all done by EFT	0
LATCF (LOCAL ASSISTANCE & TRIBAL CONSISTANCE)	all done by EFT	0
ARPA / CORONAVIRUS RELIEF FUND	all done by EFT	0
CALLAWAY COUNTY HEALTH DEPARTMENT	234	15
RECORDER OF DEEDS	246	48
TRUST FUND (JAIL)	89	317
COMMISSARY FUND (JAIL)	69	302
COLLECTOR OPERATING	866	129

COLLECTOR CREDIT/DEBIT	0	0
COUNTY CLERK OPERATING	15	12
CLERK ACCOUNT ELECTION	4	383
TRUST AND AGENCY FUND	307	0
PROSCUTING ATTORNEY TRUST FUND	120	524
NC DARE	1	4