



COMMERCIAL BANKING SERVICES RFP

FORMAL REQUEST FOR PROPOSAL

ADDENDUM NUMBER: TWO (2)

Friday, March 19, 2021

THIS ADDENDUM IS ISSUED PRIOR TO THE ACCEPTANCE OF THE FORMAL RFPs. THE FOLLOWING CLARIFICATIONS, AMENDMENTS, ADDITIONS, DELETIONS, REVISIONS, AND MODIFICATION FORM A PART OF THE CONTRACT DOCUMENTS ONLY IN THE MANNER AND TO THE EXTENT STATED.

NOTIFICATION

Broward Health is compiling the responses to the remaining vendor inquiries and will post a subsequent Addendum.

Question	Response
In regard to the Broward Health RFP for Commercial Banking Services, there appears to be a missing document (Exhibit 1) from the files provided. Can you please send us this Exhibit?	Exhibit 1 refers to the Table that is included within the Technical Assessment.
Your RFP has indicated that you would like Pricing on a Virtual Card program. Could you please provide me with your annual spend volume for the last 12 months on your Virtual Card program? Once I have the annual volume we will be able to include rebate pricing	Approximately \$30M (3/1/2020-3/1/2021)
Does a bank (bidding on business) have to be located in FL; and or have brick & mortar bank locations in the state?	No
Please supply 3 months of bank statements.	Broward Health will not be providing this information at this time.
Please supply 3 months of analysis statements (bank fee statements).	Provided with this addendum.
Due to the time needed to respond to this RFP, we are asking for an extension of the due date until April 5th at 5pm.	The due date has been extended. Refer to Addendum 1.
What are the pain points with their current Virtual Card program?	Broward Health is interested in maximizing our program and securing the best revenue share possible.
By moving to a new Virtual Card provider what do new functionality do you hope to gain? What existing functionality are you hoping to retain?	Broward Health is interested in maximizing our program and seecuring the best revenue share possible.
How quickly do you pay your current provider: cycle/grace?	Please provide your options.
Are you using dedicated cards or single use cards?	Single Use Cards
Are you allowing suppliers to process the virtual card in more than one payment or can the card only be processed for exact authorization amounts in a single transaction?	The virtual card can only be used for one payment. Certain vendors must process for exact authorization and others can process partial.
What is your ERP system?	Broward Health is currently on Lawson v.10 but will be implementing Info Cloudsuite in early 2022.
Are you submitting automated batch files from your ERP today?	Yes
Are you receiving reconciliation reports?	No
Are you using Visa/MasterCard?	If the question is do we issue credit cards to individuals, yes
Attachment A-4 Revolving Line of Credit:	N/A
Are you looking to replace your existing line of credit at the same amount of \$50,000,000?	Yes
What are the existing financial covenants on the line, other than the MTI 1.1x rate covenant?	The rate covenant is the only existing financial covenant. The Line is on parity with our outstanding Revenue Bonds and conform to our Master Truste Indenture.
Which lender currently provides the line?	BankUnited
2021 Budget with YTD actual result comparison. 2022 Budget, if available.	FY2021 Provided with this addendum. FY2022 Budget is not available.
Any additional funding approved or expected under the CARES Act (other than two payments disclosed in Note 23 of Audit)?	Broward Health received an additional \$37.1M in July 2020. We do not expect to receive any additional CARES ACT funding.
Projections (five years if available) including any changes to millage rate.	Broward Health does not have 5 year projections available.
Debt Issuance plans next five years?	Broward Health currently does not have debt issuance plans but may change in the future.

During and subsequent to 6/30/2020, the District has operated with open Board of Commissioners seats. Why? Website currently reflects 3 vacant seats with three of the four occupied seats expiring in June, 2021. What is the process/plan to fill these 6 seats?	The Governor appoints members of the Board.
Are you in compliance with CIA and with federal health care program requirements?	The CIA ended on August 30, 2020 and Broward Health were verbally informed by the OIG Monitor that it had ended. We submitted our 5th and final report to the OIG on December 18, 2020. We will not receive formal notification until it has been reviewed and we respond to questions.
Per the RFP, maintains 17 demand deposit accounts (9 at Broward Health, 3 at CDTC, 1 at Foundation, 1 and ACO Services, and 3 at Total Claims Administration). However, pricing grid shows "ACCT MAINTENANCE" volume of 13. Are the other 4 accounts in separate billing groups or under separate Tax IDs? Is Broward Health seeking multiple banking relationships, looking to split banking services and retail components of the opportunity?	CDTC and ACO accounts have separate analysis statements and have minimal activity.
How many sites is Broward scanning at today? How many remote deposit scanners are in use?	Two scanners and two sites
How many cashiers' offices or cash pick-up sites are there?	Cashiers' Offices at 4 Hospitals / CHS Clinics - 4 / Weston Bldg Cashier - 1 / Lauderdale Lakes Health Ctr and Margate Health Center - 2 = Total of 11
Which armored car service does Broward contract with today?	Loomis Armored Car Service
In addition to vendor payments issued via checks, are patient refunds also issued via check?	Yes
Of the current disbursement volume, how many of the transactions are for payroll? How many are vendor payments? How many are patient refunds?	Payroll - About 16,000+ per month for 10 months with 2 pay periods and 24,000+ per month for 2 months with 3 pay periods (includes direct deposits and checks)
Is Broward currently leveraging an integrated payables solution, or are payment types (check, ACH, wire, virtual card) being managed separately?	Broward Health currently does not have an integrated payables solution. We will be upgrading to the Infor Cloudsuite in early 2022.
Are there any payables initiatives or specific pain points related to payables processing that Broward can share?	Broward Health will be upgrading to the Infor Cloudsuite in 2022.
In addition to the option of downloading items paid information from the bank portal, would Broward be interested in setting up a file transfer directly into its ERP?	Yes
Is Broward currently downloading bank statements and account analysis from the bank portal? Yes	Yes
Would Broward be interested in utilizing a file transfer?	Yes
Is Broward Health earning an ECR? If so, does it pay a monthly banking services fee after the ECR is applied? What types of liquidity solutions/investments does it take advantage of today?	Yes, Broward Health received an ECR and we are currently paying monthly service fees. We have a separate short term cash account that is invested.
What is the expected usage under the Revolver over the next 12 months?	Broward Health does not expect to draw on the line of credit.
Who will be reaching out to references from Broward Health?	Broward Health Bids Department
Can you please provide lockbox volumes for each of the five lockboxes?	Provided with this addendum.
Can you provide the monthly average number or e-box return payments?	Approximately 47 per month
Please provide the reason(s) for the RFP for Banking Services (i.e. Contract expiring; Service issues with incumbent; etc.)	To the best of our knowledge, an RFP has not been issued since prior to 2008. Broward Health believes that it is prudent to review services and vendors periodically.
Who are the incumbent(s) providers for the following? If multiple, please list and delineate service:	N/A
Banking Services	Wells Fargo
E-Payment	Commerce Bank
Purchasing Card	American Express
Has a decision been made to leave any of the incumbents? Please also state which services as applicable.	No decisions have been made.
What specific reconciliation reports is Broward Health currently receiving? Would you be able to provide a copy of these reports in PDF and/or excel?	Broward Health is not receiving reconciliation reports.
What systems (ERP, Treasury workstation, etc.) are you currently using or planning to implement?	Broward Health is currently on Lawson v.10 but will be implementing Infor Cloudsuite in early 2022.
Depending on the timing of the circulation of the answers to vendor question, would Broward Health consider extending the Proposal due Date of the RFP.	The due date has been extended. Refer to Addendum 1.
What payment terms do you have with your current commercial card program e.g. 30/14, 30/25, etc.?	Proposers should provide their own options.

Do you feel your program will continue to grow – do you have any specific goals for program over next three years?	Yes, Broward Health believes the program could grow. No specific goals.
What functions are most important to you (float, Rebate, program management tools)?	Broward Health is interested in looking at all services offered.
The audited financial statement references that the Corporate Integrity Agreement (CIA) was to end August 30, 2020. Can you confirm same or provide an update if otherwise.	The CIA ended on August 30, 2020 and Broward Health was informed by the OIG Monitor that it had ended. We submitted our 5th and final report to the OIG on December 18, 2020. We will not receive formal notification until it has been reviewed and we respond to questions.
Would Broward Health as part of our Bank's usual and customary underwriting process provide access to the Finance Department or other appropriate staff for a general discussion and/or information requests about the System's financial management and questions around the financial statements, capital and operating budgets, and the effects of and management through the COVID 19 pandemic?	During oral presentations, finalists will have the opportunity to ask questions. Moody's Investor Services recently affirmed Broward Health's Baa2 rating and Stable outlook.
How many scanning devices do you have? Who is the manufacturer? Can scanner support page scanning?	2 Scanners, Digital Check & IPANINI, Cannot support page scanning
Would the items under other banking services be optional as part of this RFP?	5% of the pricing score has been allocated to those services.
For the Cash Services, how do you place those orders now and is it standing or for specific days?	The cashiers at the 4 Hospitals, Nutritional Services at 4 hospitals, and CHS 2 sites can call in the cash orders on as needed basis.
Do your current cash pickups include checks with your courier pickups?	Yes
Please describe the scope of Broward Health's current card and virtual card program? Corporate Card / PCard / OneCard and Virtual Card? Number of Cards?	Broward Health utilizes a virtual card program for payments. We have 6 credit cards that are provided to individuals or departments.
What is the process of selecting and adding new suppliers to be paid with virtual card?	Broward Health furnishes a vendor file to provider. Vendor provides weekly list of vendors who accept the card.
What is Broward Health's timing for implementing a new card / virtual card program?	Implementation depends on the selection and contracting process.
Is Broward Health willing to open a Commerce Bank account with no branches located in the state of Florida?	No requirement exists for branches within the state of Florida.
Is Broward Health considering to award services contained in the RFP to multiple financial institutions?	Broward Health reserves the right to award to more than one financial institution.
For the Revolving Line of Credit, is Broward Health open to using an alternate underlying borrowing index for the facility (e.g. SOFR)? With one-month LIBOR being phased out, using another index may be helpful.	The RFP requests one month Libor based. Please feel free to indicate an alternative as well.
If you have any physical plastic cards, number of cardholders	Broward Health has 6 credit cards for use.
Vendor subcontracting requirement questions listed but on page 5 section G it says these are not applicable, please confirm that no action is required.	Per the bid document, there is no certified diverse vendor subcontracting requirement for this RFP.
What percentage of your payments are posted electronically?	If referring to deposits, approximately 95% are received electronically.
What clearinghouse are you using today?	Unclear as to what is being referenced.
It is stated that Broward Health currently offers vendors the option to receive payment through a virtual credit card. Can you please share the annual \$ of payments using virtual credit card today?	Approximately \$30M
It looks like you are currently receiving a file for deposit recon. Are you ok with exporting a file via an online platform?	Yes
For remote deposit, would you like those items merged into the lockbox for processing or deposited directly into your bank account? Would you like a mobile option?	Current deposit only. Please provide an alternative.
Is there any reason you would not support an exclusive cash vault solution (removing all branch services)?	Proposers should provide options.
Is the volume for Post Verify Cash Dep in Branch actually a dollar amount. If so, is it based on thousands, hundreds etc? If not, what does the volume represent?	Volume: Reflects the number of deposits in this category.
Is the volume for cash vault currency/coin deposited actually a dollar amount? If so is it based on thousands, hundreds, etc.? If not, what does the volume represent?	Volume: Reflects the number of deposits in this category.
Please describe the expected utilization on the line of credit.	Broward Health does not expect to draw on the line of credit.
Please confirm that the requested line of credit from this RFP will replace the existing line of credit put in place during 2020 (confirm that NBHD does not intend to have two separate lines of credit in place).	Confirmed. Broward Health is not seeking a second line of credit.
Does each lockbox deposit to its own account?	Only 1 lockbox has its own account. Broward Health would be interested in reviewing an account for each lockbox.

Coin and Currency and On-Site Payments: On the list of cash activity locations, please include for each location:	
Estimated number of cash/vault deposits per month	711 for February 2021
Monthly number of checks deposited as part of combined cash and check deposits.	That information cannot be determined at this time.
Estimated number of cash orders per month.	10-15/month
Coin and Currency and On-Site Payments: What armored car service do you use?	Loomis Armored Car service
Does Broward Health store invoices, where and for how long?	Broward Health uses Imagenow for storage and retain permanently
Would Broward Health consider extending the due date to accommodate for the question and answer timing?	The due date has been extended. Refer to Addendum 1.
Is your current merchant services processor for online portal payments the same merchant used throughout the Broward Health Network?	No

END ADDENDUM TWO