



Questions and Answers

RFP No. 24-04

Depository Services

November 1, 2024

Question 1: Request copy of latest Account Analysis (AA) statement.

Answer: Proposed fee schedule mimics the Account Analysis statement of the services.

Question 2: Request editable format of fee schedule in excel format.

Answer: Proposed fee schedule (excel format) is attached.

Question 3: Copy of latest lockbox coupon, envelope, and return envelope.

Answer: See attached.

Question 4: Why is Remote Capture Monthly Maintenance listed 2x on fee schedule?

Answer: Remove duplicate line item.

Question 5: Will Texas draft for member contributions and then disburse claims payments and payroll?

Answer: Members remit contribution premiums to the Pool's lockbox and/or Pool's office. The Pool then invest and/or disburse required payments to claims and payroll. See attached Cash Diagram.

Question 6: Are there cash deposits, branch activity volumes that can be provided?

Answer: N/A

Question 7: Is electronic signature ok for electronic submission?

Answer: Yes

Question 8: Page 8, Section 3-1: refers to changes and additions to the Depository Agreement. "Prospers must submit proposed changes and additions to the Depository Agreement". Are these changes/additions (red-lined version) required to be included with the bid responses or later, at the time of award?

Answer: Yes, the changes/additions must be submitted with the proposal.

Question 9: Will TML IRP be willing to sign the bank's Depository Agreement in lieu of its Depository Agreement?

Answer: The Pool is willing to consider changes to the depository agreement included in the RFP.

Question 10: Can you please provide the Average monthly balances, expected peak balance, and time of year of expected peak balances and duration?

Answer: The monthly Average Ledger Balance for the Master Account is as follows:

October 2023 - \$14,859,509

November 2023 – \$17,547,151

December 2023 - \$8,583,864

January 2024 – \$8,650,230

February 2024 - \$7,267,071

March 2024 – \$7,517,864

April 2024 - \$11,254,780

May 2024 - \$7,540,238

June 2024 – \$5,526,336

July 2024 - \$5,927,871

August 2024 - \$4,384,298

September 2024 - \$4,992,180

The Pool's fund year starts in October and ends in September. The Pool bills its members monthly, quarterly, and annually the contributions (premiums). The annual billing is usually the heaviest as most of the members elect to be billed on an annual basis. The peak balances and duration are in the October and November, then January and April.

Question 11: Can you please provide further detail on the purpose for each of the 4 accounts?

Answer: Master Bank Account – It is the Pool's primary deposit account where members' contributions are received and deposited. From this account, the Pool can transfer funds to/from the Money Market (Invesco), TexPool, & investment custodian accounts. In addition, the master account can move funds to the Claims and Administrative (Operating) on a daily basis, and Payroll accounts on a bi-weekly basis.

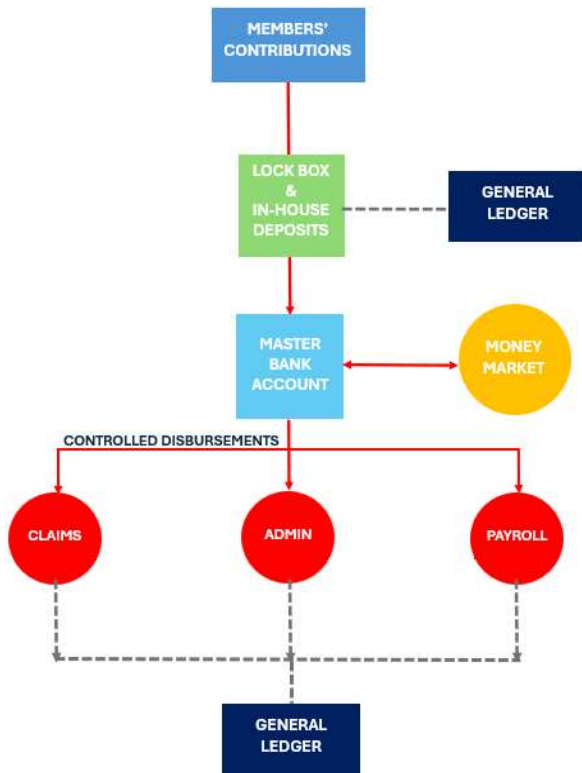
Claims Account – It is a ZBA account. The Pool uses this account to issue claim payments. This account is presented daily and funded by the master account daily.

Administrative (Operating) Account – It is ZBA account. The Pool uses this account to issue checks/efts for the admin/operating expenses. This account is also presented daily and funded by the master account daily.

Payroll Account – for payroll expenses twice a month. A payroll template is set up in the bank's portal. Through dual approvals (initiator and approver), staff initiate and approve the payroll transfers twice a month. Funds are from the master account to the payroll accounts.

TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL

CASH MANAGEMENT PROGRAM



Question 12: Would you like for us to include money market account rate options (Attachment C references a Money Market Account)? If so, can you please provide an estimated balance to remain in this account.

Answer: Yes, the balance depends on money market rate; estimated balance may range between \$1 million and \$5 million.

Question 13: Would you be able to provide Attachment B in excel or Word version?

Answer: Yes, see attached excel version for the Proposed Fee Schedule.