

ADDENDUM TWO QUESTIONS and ANSWERS

Date: July 16, 2021

To: All Bidders

From: Annette Walton/Connie Heinrichs, Buyers
AS Materiel State Purchasing Bureau (SPB)

RE: Addendum for Request for Proposal Number 6556 Z1 to be opened August 10, 2021 at 2:00 P.M. Central Time

Questions and Answers

Following are the questions submitted and answers provided for the above-mentioned Request for Proposal. The questions and answers are to be considered as part of the Request for Proposal. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

Question Number	RFP Section Reference	RFP Page Number	Question	State Response
1.	REQUEST FOR PROPOSAL DOCUMENT Section II. (P) (3)	Page 15	Daily Bank Reporting Information – this is a merchant services RFP only, correct? (last time it was combined with banking). With regard to any details related to banking, any provisions within this RFP are out of scope, correct? This is strictly an RFP for merchant services. – noting that “bank information reports” are provided by the State of Nebraska’s bank, not the merchant services provider.	This RFP, as was the prior RFP are for merchant services. As stated in question 1 of Addendum one, the bidder is required to be a bank, licensed to do business in the State of Nebraska. If the bidder is not a financial institution, they should bid in cooperation with one. Any bank fees associated with depositing of merchant services deposits must be included in the response. If the State doesn’t have an existing relationship with the new contractor and bank, an account will be established for purposes of the resulting contract. All provisions are in scope of this RFP.
2.	Section II. (P) (5)	Page 15	Sending/receiving of wires – clearly a banking function. The State of Nebraska already has a contract for ACH with another vendor. This is out of the scope of this RFP, correct? Any pricing	Currently ACH credits from other credit card services are deposited into the State’s current merchant services bank account. The State would be receiving

			related to ACH payments or electronic wires does not need to be entered into any pricing documents related to this RFP for merchant services.	credits to the account as well as needing to wire funds from the merchant bank account to our main bank. Please complete the cost section accordingly.
3.	Section V. (C) (1)	Page 28	Collateral requirements are imposed upon the bank holding the State's funds and providing treasury-management type services. The Acquirer is depositing the funds into the bank accounts designated by the State (and the State has the ability to designate any bank account for such funding), and therefore the collateral requirements do not apply to the Acquirer. Please clarify that this requirement does not apply to the merchant card processor, or Acquirer. The prior RFP was for combined banking and merchant processing services, but the current RFP is for merchant processing services only. This section is out of scope for the RFP for merchant services, correct?	If the State doesn't have a bank account with the new contractor a new bank account will be established. Collateral requirements must be met by the merchant card processor or Acquirer in cooperation with the Financial Institution. Banking fees related to merchant service deposits, chargebacks, and wire transfers as listed on the cost portion are included in this RFP.
4.	ATTACHMENT A DOCUMENT Parts 2 and 3.	Page 1	This revolves around collateralization. This is out of scope for this RFP for merchant services, correct? It has to do with the State of Nebraska's banking relationship.	See responses to question 1, 2 and 3.
5.	FR 12(D) and FR 13.	Page 16	This involves bank reporting being down. Once again, this is solely an RFP for merchant services, and any details related to banking services are out of scope of this RFP, correct?	See responses to question 1, 2 and 3.
6.			My questions revolve around banking services vs. merchant processing services. Is it safe to say that any questions around banking services and corresponding pricing are out of scope for this RFP number 6556 Z1: Merchant Card Services?	See responses to question 1, 2 and 3.
7.	II – IV	Pages 9 – 27	The RFP states that the Technical Proposal should	Correct. Please see VI.B.2. Technical approach for

			consist of completed Sections II through VI. Please confirm that for Sections II, III, and IV, “completion” refers to initialing the acceptance or rejection boxes where provided.	complete list of Technical Proposal components.
8.	V	Pages 28 – 33	Can the State please clarify what information bidders should provide for Section V? This Section seems to include information provided by the State, rather than questions for bidders’ responses.	Section V is information to assist the bidder in preparing their bid proposal response. Please see Attachment A - Forms to provide required technical responses.
9.	VI	Page 36	The RFP states that the Technical Proposal should consist of seven subsections including “clarity and responsiveness of the proposal”. Our assumption is that this item is not a “section” to be responded to, but rather is describing that our RFP should be clear and responsive. Can the State please confirm?	Correct, the bid proposal response must address all subsections clearly and respond to all requests in the proposal.
10.	VI	Page 36	The RFP states that the proposal submission should include the (1) Corporate Overview and the (2) Technical Approach. The Cost proposal is listed as part of the Technical Approach on page 36, but please confirm that the cost proposal should be submitted as a separate standalone document and not part of the Technical Proposal file.	Yes, the cost proposal should be submitted as a separate document.

This addendum will become part of the Request for Proposal and should be acknowledged with the Request for Proposal response.