






SUBJECT: Award of Proposal No. 18-089P, Basic Banking Services to KeyBank National Association, for the contract amount not to exceed \$500,000.00.

AGENDA OF: October 16, 2018

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Purchasing Officer		
	Finance Director		
	Borough Attorney		
	Borough Clerk		10/8/18 

ATTACHMENT (S) : Fiscal Note: Yes X No
 Advertisement (1p)
 Analysis Sheet (1p)

SUMMARY STATEMENT: On February 8, 2018 the Matanuska-Susitna Borough issued a solicitation requesting proposals from qualified firms for basic banking and other related services. The banking firm must provide accurate and timely banking services, provide automated efficient standardized banking related processes and provide secure access to bank information. Proposers were encouraged to describe any innovative services that will accomplish the desired goals of the RFP. Although not required, Proposers may provide information on any other banking-related services that might be beneficial, may increase efficiencies, and be cost-effective to the Borough.

In response to the advertisement, three (3) proposals were received. A proposal evaluation team made up of finance professionals from the Borough and School District Staff evaluated the proposals and selected KeyBank National Association as the most advantageous firm for the Borough.

The term length for this agreement will be initially three (3) years with two (2) additional, one (1) year renewal options at the discretion of the Borough. (potentially five-year contract), subject to annual appropriation of funds by the Borough Assembly. The initial contract period of performance begins on December 1, 2018 and ends on November 30, 2021. The Finance Department, will be administering the contract.

RECOMMENDATION OF ADMINISTRATION: Award of **PROPOSAL NO. 18-089P, BASIC BANKING SERVICES** to **KEYBANK NATIONAL ASSOCIATION** for the contract amount not to exceed **FIVE HUNDRED THOUSAND DOLLARS AND 00/100 DOLLARS (\$500,000.00)**.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: October 16, 2018

SUBJECT: Award of Proposal No. 18-089P, Basic Banking Services to KeyBank National Association, for the contract amount not to exceed \$500,000.00.

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <u>YES</u> NO
AMOUNT REQUESTED <u>NTE \$500,000</u>	FUNDING SOURCE <u>Finance Common Contractual Budget</u>
FROM ACCOUNT # <u>100.120.113.4XX.XX1</u>	PROJECT #
TO ACCOUNT :	PROJECT #
VERIFIED BY: <u>Barbara Baumgardt</u>	CERTIFIED BY:
DATE: <u>10/4/18</u>	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023
Personnel Services						
Travel						
Contractual		<u>NTE 500</u>	<u>_____</u>			
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING		<u>NTE 500</u>	<u>_____</u>			

CAPITAL						
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund		<u>NTE 500</u>	<u>_____</u>			
State/Federal Funds						
Other						
TOTAL						

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____
 DEPARTMENT: Cheryl D. Dyer DATE: 10/4/18
 APPROVED BY: _____ DATE: _____

MATANUSKA-SUSITNA BOROUGH
350 East Dahlia
Palmer, Alaska 99645

A D V E R T I S E M E N T

VENDOR		ACCOUNT #	DATE FOR ADVERTISEMENT
Alaska Daily News		MATA 0070	2/12/18
Frontiersman		CONTRACT	2/14/18
TYPE OF AD:	() Display	(X) Classified	() Public Information

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

MATANUSKA-SUSITNA BOROUGH
#18-089P
BASIC BANKING SERVICES

The Matanuska-Susitna Borough (MSB) is requesting proposals from qualified firms for basic banking and other related services. The selected contractor must provide accurate and timely services, provide automated efficient and standardized banking and related processes, and provide secure access to bank information. Proposers are encouraged to describe any innovative services that will accomplish the desired goals of this RFP. Although not required, Proposers may provide information on any other banking-related services that might be beneficial, may increase efficiencies, and be cost-effective to the Borough.

Proposal documents are available online beginning **FEBRUARY 8, 2018**. This proposal is available for free at the MSB Purchasing Website: www.matsugov.us/contractopportunities

For additional info, contact MSB Purchasing at (907) 861-8601, or e-mail purchasing@matsugov.us.

Proposal closing: MARCH 20, 2018 @ 4:00 PM IN **THE PURCHASING SECTION**

Proposals must be received in the Purchasing Division prior to the time fixed for closing of the RFP to be considered. Time of receipt will be determined by the time stamp in the Purchasing Division.

Persons needing accommodation in order to participate should contact the borough ADA coordinator at (907) 861-8404.

The Matanuska-Susitna Borough reserves the right to accept or reject any or all proposals, waive any and all technicalities or informalities it deems appropriate. Award of this project is subject to the availability of funding.

Page 1 of 1	Approved by: Signature on File
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DEPARTMENT ACCOUNT NO.: 100.180.183.422.00

Am 18-094



MATANUSKA-SUSITNA BOROUGH

Purchasing Division

350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 861-8601 • Fax (907) 861-8617

purchasing@matsugov.us

www.matsugov.us

Analysis Summary Sheet

Solicitation Number: 18-089P

Solicitation Title: Basic Banking Services

Proposer	Total Points	Award
KeyBank National Association	62.86	Yes
First National Bank Alaska	57.40	No
Wells Fargo	54.02	No

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