



TO: RANDY SHERMAN, DIRECTOR OF FINANCE AND ADMINISTRATIVE
 THROUGH: DEAN MEALY, PURCHASING MANAGER 
 FROM: PAMELA DALEY, SENIOR PROCUREMENT SPECIALIST 
 DATE: JULY 18, 2016

SUBJECT: AWARD RECOMMENDATION: RFP 670-16 BANKING SERVICES

In accordance with the City of Riviera Beach Procurement Code Chapter 16.5 (Municode), a Request for Proposals was advertised in the "Legal Notices" section of the Palm Beach Post on **April 10, 2016**, to solicit qualified, licensed, and insured proposers to provide Banking Services for the City of Riviera Beach.

To provide additional exposure and to ensure maximum competition for the project, it was also advertised on the City's internet web-page on **April 6, 2016**.

Proposals were received on **May 4, 2016**, at 3:30 p.m. in the Council Chambers; three (3) companies submitted.

On **June 28, 2016**, an evaluation committee consisting of the Director of Finance and Administrative Services, Assistant Finance Director, Treasury Manager, Interim Director of Parks and Recreation, Deputy City Manager, and Senior Procurement Specialist, convened to review and discuss the responses to the RFP for Banking Services.

Firms were evaluated and ranked based on the criteria established in the City's RFP which included the following:

Evaluation Criteria – Phase I	Possible Points
The proposed earnings rate on overnight cash balances.	30 points
Physical proximity of City offices and activities to banking locations.	10 points
History of providing lending services within the City of Riviera Beach. Describe number of home loans, car loans and business loans within past ten years.	30 points
The experience and continuity of the bank officials identified as primary contact personnel.	15 points
History of Community Reinvestment	20 points
The completeness of the proposal to all required items on the standardized bid forms.	5 points

Prior experience in providing banking services to governments including organizational structure available to service the City. Communication and interpersonal skills with the ability to be responsive on an ongoing basis.	20 points
Responses from references.	10 points
Bank financial stability as provided by a bank rating service	10 points
TOTAL POSSIBLE SCORE	150 POINTS

Committee members shared their observations, and evaluated and scored the responses in accordance with their understanding of the written criteria established in the public solicitation.

Scores for the written proposal were tallied, and based upon a measure of average score, the firms ranked as follows:

FIRM	RANKING	AVERAGE SCORE
TD Bank	1	138.00
BB&T	2	70.8
Bank United	3	37.8

The Committee agreed that the proposal submitted by TD Bank, of New Jersey satisfied the requirements established in the RFP and that the firm is qualified to be awarded the contract for the services identified in RFP 670-16.

The firm has substantial experience in providing the types of services required by the City, TD Bank is a national firm with a local office in the City of Riviera Beach, Florida that specializes in providing municipal banking services to local governmental entities in Florida.

**Additionally, the Purchasing Department has verified the following references:
(Please see attachments)**

FIRM	NATURE OF PROJECT	RATING
Boynton Beach CRA	Banking Services	Excellent
City New Smyrna Beach	Banking Services	Excellent
City of Titusville	Banking Services, PCards, Positive Pay and Integrated Payables.	Excellent

Accordingly, and consistent with the provisions of the solicitation, it is the consensus of the evaluation committee that the number one (1) ranked firm, TD Bank, be recommended to provide Banking Services for The City of Riviera Beach.

Riviera Beach Purchasing Department Sewer Relining and Inspection

Company Seeking Pre-Qualification: TD Bank

Reference Company: Boynton Beach CRA

Reference Name and Title: Susan Harris, Finance Director

7/1/16

Date

	<u>EXCELLENT</u>	<u>GOOD</u>	<u>SATISFACTORY</u>	<u>UNSATISFACTORY</u>
1. Business Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Cooperation/Responsiveness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Communication	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Customer Support	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Adherence to Schedule(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Approach to Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Technical knowledge of staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Management of project(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Quality of web-based banking services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Availability during non-business hours	N/A <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Timeliness of report(s) being delivered	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Quality of optional banking services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Adherence to codes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Overall satisfaction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What was the size and type of the job it did for you? TD has been our banker since

What year was the project ^{10 years} 2006. They hold our balances
_{so far.}

Would you hire the contractor → ranging from \$8 million to \$15 million

Comments, complaints, ideas, suggestions: depending on our cash flow
requirements. Our bankers are excellent,
with a high level (excellent) in all aspects
listed above. We will remain with TD Bank
based on their excellent servicing of our
account. Susan Harris

Reference Signature

Date Completed 7/1/16

Riviera Beach Purchasing Department Banking Services

Company Seeking Pre-Qualification: TD Bank

Reference Company: City of New Smyrna Beach

07/19/16

Date

Reference Name and Title: Althea Philord, Finance Director

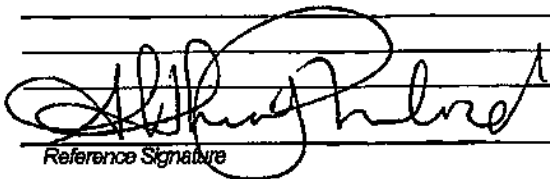
	<u>EXCELLENT</u>	<u>GOOD</u>	<u>SATISFACTORY</u>	<u>UNSATISFACTORY</u>
1. Business Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Cooperation/Responsiveness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Communication	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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5. Adherence to Schedule(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Approach to Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Technical knowledge of staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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12. Quality of optional banking services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Adherence to codes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Overall satisfaction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What was the size and type of the job it did for you? Banking Services - \$35+ Million

What year was the project December 2014

Would you hire the contractor Yes

Comments, complaints, ideas, suggestions: _____


Reference Signature

07/19/16
Date Completed

Riviera Beach Purchasing Department Banking Services

Company Seeking Pre-Qualification: TD Bank

Reference Company: City of Titusville

Reference Name and Title: Bridgett Clements, Finance Director

Date

	<u>EXCELLENT</u>	<u>GOOD</u>	<u>SATISFACTORY</u>	<u>UNSATISFACTORY</u>
1. Business Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Cooperation/Responsiveness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Communication	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Customer Support	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Adherence to Schedule(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Approach to Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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11. Timeliness of report(s) being delivered	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Quality of optional banking services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Adherence to codes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Overall satisfaction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What was the size and type of the job it did for you? Conversion to TD; Interface between bank and General Ledger, PCards and Positive Pay and Integrated Payables

What year was the project 2013, 2015 and 2016

Would you hire the contractor Yes

Comments, complaints, ideas, suggestions: Excellent customer service; Always there when we need them even at the very last minute

Bridgette Clements
Reference Signature

7/20/16
Date Completed