



# TANEY COUNTY MISSOURI

*Donna Neeley*

Taney County Clerk

132 David Street/ P.O. 156 Forsyth, Missouri 65653

Bid # 2017-001CC

## **DEPOSITORY BANK SERVICES Bid#201702-369**

The Taney County Commission will be accepting sealed bids from Taney County Banking Institutions which desire to be selected as the depository of Taney County Funds for the next four years, with an option to re-bid in each odd-numbered year. All banking institutions should comply with the provisions of Chapter 110 of the Revised Statutes of the State of Missouri.

**BID Deadline and Location:** Pursuant to 110.140 Any banking corporation or association in the county desiring to bid shall deliver a sealed bid to Donna Neeley, the Clerk of the Commission, (at 132 David Street, Forsyth Mo 65653 or by mail sent to PO Box 156 Forsyth, Mo 65653), on or before 9:00am the 9<sup>th</sup> day of May.

**Opening Date/ Time/Location:** The Taney County Commission, in compliance with RSMo. 110.150.1, will publicly open the bids on the 9th day of May, 2017 at 9:30am in the Commission Hearing Room on the main level of the administration building (old courthouse in Forsyth located at 132 David Street, Forsyth), and cause each bid to be entered upon the records of the commission pursuant to 110.150.1, but the Commission may reject any and all bids.

**Award Date/Location:** The Taney County Commission will set a date to Award the Bid, and an e-mail with the date and time will be sent to those who bid. After review of the bid, the Taney County Commission shall make a selection of depositories no later than the first Monday in July.

**Questions or Additional Information Requested:** Please e-mail all questions regarding the Bank Bid to the County Clerk's office at [donnan@co.taney.mo.us](mailto:donnan@co.taney.mo.us). All questions must be submitted prior to the Bid opening and no later than 2:00 P.M. Monday May 2, 2017. All questions will be answered in writing and e-mailed to all known potential bidders in Taney County. Please do not direct questions to any other Elected Official as we must notify all bidders of questions and answers.

**Deposit Required:** As required by 110.140; Each bid shall be accompanied by a certified check for not less than two thousand five hundred dollars, as a guaranty of good faith on the part of the bidder, that if his or her bid should be the highest he or she will provide the security required by RSMo 110.010. Upon his or her failure to give the security required by law, the amount of the certified check shall go to the county as liquidated damages, and the commission may order the county clerk to readvertise for bids.

The undersigned certifies that they have the authority to bind this company in an agreement to supply the commodity or service in accordance with all terms, conditions, and pricing specified herein or to offer a “No Bid.” Please type or print the information below. Bidder is REQUIRED to complete, sign and return this form with their submittal of Bid as well as all pages initialed. \*An authorized signature is mandatory; lack thereof will result in a determination of “Non-Responsive”. Also required is a direct email address in order to receive award results. We do not use USPS for direct results notification, *only* email. Additionally, final results will be posted later on our website at: [www.taneycounty.org](http://www.taneycounty.org).

<b>Company Name</b>	<b>Authorized Person (Print)</b>
<b>Address</b>	<b>Signature</b>
<b>City/County/State/Zip</b>	<b>Title</b>
<b>Telephone #</b>	<b>Date</b>
<b>Fax #</b>	<b>Tax ID #</b>
<b>E-mail</b>	<b>Entity Type (Corporation, LLC, Sole Proprietor, Partnership)</b>

**Bids received after 9:00am on the 9th day of May 2017, will be considered untimely and will not be opened.**

**THE FOLLOWING CONDITIONS AND GENERAL INFORMATION SHALL APPLY:**

1. **110.230. Duplicate monthly statements by depositaries.** — It shall be the duty of each depositary selected under the provisions of sections RSMo 110, on the first of each month to make a statement in duplicate of the amount of interest accrued for the preceding month, and of the balance standing to the credit of said county with such depositary, one of which statements said depositary shall deliver to the county treasurer, and one to the county clerk of said county.
2. **Securities Deposit: RSMo.110.020.** *The value of the securities deposited and maintained by a legal depositary under section 110.010 shall at all times be not less than one hundred percent of the actual amount of the funds on deposit with the depositary, less the amount, if any, insured by the Federal Deposit Insurance Corporation; however, Taney County requires that at all times the securities deposited shall be not less than one hundred and ten percent of the actual amount of the funds on deposit with the depositary.*

3. **Length of Bid:** The bids may be reviewed every second year and must be re-bid every fourth year thereafter pursuant to 110.150.1.
4. **The interest upon each fund** shall be computed upon the daily balances with the depository or depositories for all accounts, and shall be payable to the account holder monthly.
5. **The Bank must remain a banking corporation** incorporated under the laws of the State of Missouri or the United States, and the Bank must maintain its home office or full service branch within Taney County.
6. **The depository shall provide regular business teller service** and availability of branch facilities for deposits. The depository shall provide a method for after hour's deposits.
7. **All checking/wire/ach/ or other accounts** shall have online banking including account balance inquiry, account transfers, ACH processing, stop payments, remote deposits capture and wire transfers.
8. **Bank Statement:** Full copies of monthly bank statements (ending on the last day of the month) for all accounts using the County's Federal Tax ID shall be sent to the Elected Officials, the Treasurer and the County Auditor.
9. **Check signature requirements:** 2 signatures must be required on all checks. The financial institution shall not honor the check or consider it to be a valid document without two signatures. The signatures required to each account shall be presented to the Depository awarded the bid.
10. **Checking accounts:**
  - a. **Treasurer's accounts** for the County will be required to have two signatures: The Auditor or his designee and the Treasurer or her designee.
    - i. **Bank Statements:** Treasurer shall receive a full copy of her Bank Statement by e-mail ending on the last day of the month, by CD Rom (*sent to Treasurer*) with viewing capability on computer software provided by the Financial Institution, and online banking service. A copy of the bank statement will be sent to the County Auditor.
  - b. **Recorder of Deeds** will have 2 accounts; the accounts shall require the signature of the Recorder or his designees.
  - c. **County Clerk** will have 1 account; the account shall require the signature of the County Clerk or her designee.
  - d. **Circuit Clerk will have 5 Accounts:** The accounts shall require the signature of the Circuit Clerk or her designee.
  - e. **Sheriffs Accounts:**
  - f. **Prosecutors Accounts:**
  - g. **Juvenile Officer Account**
  - h. **Collector** (*checks can only be run through once on the Collector's Accounts*). Collector's accounts shall require the signature of the Collector or her designee and the Auditor Rick Findley or his designee.
    - i. Protest account shall have a set rate of interest
    - ii. Bankruptcy accounts shall have a set rate of interest
    - iii. Distribution and Installment accounts shall have a rate of interest bid to remain in effect, or increase as per market changes for the term.
      1. **Bank Statements:** Collector shall receive a CD Rom on his/her Distribution Account showing checks and bank statement; all other accounts' Bank Statements shall be furnished to the Collector electronically. A printed Bank Statement for each Collector account shall be sent to the County Auditor.

11. The Treasurer shall have the right to add, remove, or change the designation of any account throughout the course of the agreement with the Bank, and the bank will charge fees based on the proposed bid.

**Bank depository or depositories shall provide the following services for all accounts. Please provide charge or fee or yes/no if you can comply. The County has customarily received the Services below at NO CHARGE. If you can't deliver services at NO Charge, please indicate the fee.**

Required	Charge or Fee	Yes/No
<b>RSMo.110.140.1: State the rate of interest that the banking corporation, or association offers to pay on the funds of the county for the term of two or four years next ensuing the date of the bid.</b>		
<b>Cashier's Checks for official county business</b>		
<b>Night deposit bags and keys to depository shall be provided as needed</b>		
<b>Depository will run insufficient checks through twice before returning to the County, however if there is a charge for this service then the county will only want the check run through once.</b>		
<b>Depository will run insufficient checks through once for the Collectors checks.</b>		
<b>Stop payment orders, and Online Stop Payment Orders</b>		
<b>Investment counseling</b>		
<b>Pre-printed checks and deposit slips for all accounts</b>		
<b>Two (2) receipts are required for each deposit</b>		
<b>Banking Institution to provide the PC software which enables the creation of direct deposit of employee payroll checks to accounts and institutions of employee's choice if and when implemented by Taney County.</b>		
<b>Desktop PC service which allows each Elected Official with an account to perform banking functions from their Office.</b>		
<b>Honor all county employee payroll checks at all facilities, including drive through and lobby services at <u>no charge</u>. This policy shall be extended to all county employees regardless of their personal banking center.</b>		
<b>Depositories outside of Forsyth, Missouri shall provide daily courier services.</b>		
<b>Provide incoming/outgoing ach/wire transfer of funds as needed, with transaction(s) taking place by the next business day for accounts utilizing this service.</b>		
<b>Incoming Wires</b>		
<b>Outgoing Wires</b>		
<b>Allow movement of funds between bank depositories for possible purchase of CD's, Automated Overnight Sweep Investments, Repurchase Agreements, Government Securities, or other investment options.</b>		
<b>Service which would allow the county to send funds to other</b>		

government entities via ach/wire transfer and have transaction occur within the next business day	
Internet banking with the ability to print off daily activities and statements, for all accounts	
Are there charges associated with depositing or writing checks?	
There shall be no charge for accounts that are zeroed out at the end of the month and shall remain open until closed by the office holder.	
Remote Deposit	
Monthly Fee	
Incentives	
Provide a CD Rom with the Bank Statement and Cancelled Checks	

12. **Return Checks:** 110.150.3. The county clerk shall, in awarding the bids, return the certified checks deposited with him or her to the banks whose bids are rejected, and on approval of the security of the successful bidders return the certified checks to the banks whose bids are accepted.
13. 110.170. 1. As soon as the required security is given and approved, the commission shall make an order designating the successful bidders as depositaries of the funds until sixty-five days after the time fixed by sections 110.130 to 110.260 ( the first Monday of July) and thereupon the county treasurer, shall immediately upon the making of the order, transfer to the depositaries the part or parts of all funds respectively let to the depositaries under the selection, and immediately upon the receipt of any money thereafter deposit it with the depositaries to the credit of the county.
14. Each Depository shall be aware that no account shall be opened by any County office without the express written consent of the County Commission allowing the use of the County's Federal ID Number!

**Account Information for the various offices:**

TANEY COUNTY TREASURER  
Monthly Average on Checking Account  
2016

xxxx796 Account	Average Balance	Deposits/ Credits	Checks/ Debits	No. Items Deposited	ACH Origination (Items)	ACH Origination (Batches)	Incoming Wires	Outgoing Wires
Jan-16	\$8,228,414	103	429	338	519	9	17	0
Feb-16	\$8,321,371	115	585	513	513	8	16	6
Mar-16	\$6,606,856	125	604	467	525	9	18	6
Apr-16	\$5,609,994	121	658	480	518	6	21	3
May-16	\$5,651,130	118	560	405	518	9	18	2
Jun-16	\$6,946,290	128	604	436	528	9	22	11
Jul-16	\$8,410,571	116	539	413	790	8	20	7
Aug-16	\$9,181,559	160	737	423	536	8	11	15
Sep-16	\$8,060,100	143	656	452	526	5	18	14
Oct-16	\$7,936,895	149	559	420	528	5	17	11
Nov-16	\$6,510,597	136	540	385	542	10	17	7
Dec-16	\$5,540,310	132	622	423	794	9	21	7
Monthly Average	\$7,250,341	129	591	430	570	8	18	7

TANEY COUNTY TREASURER AIRPORT ACCOUNT  
 Monthly Average on Checking Account  
 2016

xxxx818 Account	Average Balance	Deposits/ Credits	Checks/ Debits	No. Items Deposited	ACH Origination	Incoming Wires	Outgoing Wires
Jan-16	\$0	0	0	0	0	0	0
Feb-16	\$0	0	0	0	0	0	0
Mar-16	\$0	1	1	0	0	0	0
Apr-16	\$0	0	0	0	0	0	0
May-16	\$0	0	0	0	0	0	0
Jun-16	\$0	1	1	0	0	0	0
Jul-16	\$0	0	0	0	0	0	0
Aug-16	\$108	1	1	0	0	0	0
Sep-16	\$54	1	1	0	0	0	0
Oct-16	\$27	1	2	0	0	0	0
Nov-16	\$0	0	1	0	0	0	0
Dec-16	\$223	2	1	0	0	0	0
Monthly Average	\$34	1	1	0	0	0	0

TANEY COUNTY COLLECTOR BANKRUPTCY ACCOUNT  
 Monthly Average on Checking Account  
 2016

xxxx826 Account	Average Balance	Deposits/ Credits	Checks/ Debits	No. Items Deposited	ACH Origination	Incoming Wires	Outgoing Wires
Jan-16	\$688	1	0	3	0	0	0
Feb-16	\$951	1	1	2	0	0	0
Mar-16	\$662	1	0	0	0	0	0
Apr-16	\$816	2	1	2	0	0	0
May-16	\$865	1	0	1	0	0	0
Jun-16	\$958	1	0	1	0	0	0
Jul-16	\$1,011	1	0	1	0	0	0
Aug-16	\$1,080	1	0	1	0	0	0
Sep-16	\$1,020	1	1	1	0	0	0
Oct-16	\$877	1	0	1	0	0	0
Nov-16	\$1,142	1	0	1	0	0	0
Dec-16	\$1,319	1	0	1	0	0	0
Monthly Average	\$949	1	0	1	0	0	0

TANEY COUNTY COLLECTOR PROTEST ESCROW ACCOUNT

Monthly Average on Checking Account

2016

xxxx834 Account	Average Balance	Deposits/ Credits	Checks/ Debits	No. Items Deposited	ACH Origination	Incoming Wires	Outgoing Wires
Jan-16	\$810,203	3	7	15	0	0	0
Feb-16	\$393,618	0	4	0	0	0	0
Mar-16	\$391,228	0	3	0	0	0	0
Apr-16	\$389,007	0	0	0	0	0	0
May-16	\$379,119	0	1	0	0	0	0
Jun-16	\$354,569	0	1	0	0	0	0
Jul-16	\$350,473	0	2	0	0	0	0
Aug-16	\$337,313	0	2	0	0	0	0
Sep-16	\$324,271	0	0	0	0	0	0
Oct-16	\$312,912	0	1	0	0	0	0
Nov-16	\$296,038	0	1	0	0	0	0
Dec-16	\$167,426	1	3	2	0	0	0
Monthly Average	\$375,515	0	2	1	0	0	0

TANEY COUNTY COLLECTOR COLLECTION INSTALLMENT

Monthly Average on Checking Account

2016

xxxx842 Account	Average Balance	Deposits/ Credits	Checks/ Debits	No. Items Deposited	ACH Origination	Incoming Wires	Outgoing Wires
Jan-16	\$97,532	1	2	14	0	0	0
Feb-16	\$28,912	2	1	4	0	0	0
Mar-16	\$24,949	12	1	134	0	0	0
Apr-16	\$44,826	6	0	15	0	0	0
May-16	\$47,816	4	1	7	0	0	0
Jun-16	\$65,084	12	1	104	0	0	0
Jul-16	\$85,087	4	1	17	0	0	0
Aug-16	\$91,286	4	1	13	0	0	0
Sep-16	\$107,024	13	0	98	0	0	0
Oct-16	\$126,410	4	1	27	0	0	0
Nov-16	\$101,021	8	13	42	0	0	0
Dec-16	\$55,636	15	4	67	0	0	0
Monthly Average	\$72,965	7	2	45	0	0	0

TANEY COUNTY COLLECTOR FUND  
 Monthly Average on Checking Account  
 2016

xxxx850 Account	Average Balance	Deposits/ Credits	Checks/ Debits	No. Items Deposited	ACH Origination (Items)	ACH Origination (Batches)	Incoming Wires	Outgoing Wires
Jan-16	\$10,522,975	195	82	3999	23	1	0	0
Feb-16	\$954,542	198	50	839	23	1	0	0
Mar-16	\$440,315	205	34	854	20	1	0	0
Apr-16	\$327,884	176	17	421	21	1	0	0
May-16	\$317,904	154	31	354	21	1	0	0
Jun-16	\$236,959	163	35	335	19	1	0	0
Jul-16	\$339,660	138	15	188	18	1	0	0
Aug-16	\$433,912	149	20	191	20	1	0	0
Sep-16	\$274,845	115	27	129	20	1	0	0
Oct-16	\$120,711	139	24	410	19	1	0	0
Nov-16	\$4,942,708	220	26	10433	20	1	0	0
Dec-16	\$10,862,482	253	41	11498	45	2	0	0
Monthly Average	\$2,481,241	175	34	2471	22	1	0	0

TANEY COUNTY SHERIFF APPEARANCE BONDS & FINES  
 Monthly Average on Checking Account  
 2016

xxxx869 Account	Average Balance	Deposits/ Credits	Checks/ Debits	No. Items Deposited	ACH Origination	Incoming Wires	Outgoing Wires
Jan-16	\$2,244	13	36	0	0	0	0
Feb-16	\$1,932	14	30	0	0	0	0
Mar-16	\$1,184	13	36	0	0	0	0
Apr-16	\$1,465	13	23	0	0	0	0
May-16	\$1,947	13	29	0	0	0	0
Jun-16	\$2,270	18	43	0	0	0	0
Jul-16	\$2,786	13	28	53	0	0	0
Aug-16	\$2,214	18	51	0	0	0	0
Sep-16	\$1,464	15	40	2	0	0	0
Oct-16	\$1,367	11	32	4	0	0	0
Nov-16	\$1,628	11	23	4	0	0	0
Dec-16	\$2,107	14	26	12	0	0	0
Monthly Average	\$1,884	14	33	6	0	0	0



TANEY COUNTY SHERIFF GENERAL FUND  
 Monthly Average on Checking Account  
 2016

xxxx877 Account	Average Balance	Deposits/ Credits	Checks/ Debits	No. Items Deposited	ACH Origination	Incoming Wires	Outgoing Wires
Jan-16	\$3,909	6	3	114	0	0	0
Feb-16	\$7,364	8	3	140	0	0	0
Mar-16	\$6,541	7	3	180	0	0	0
Apr-16	\$5,956	6	3	180	0	0	0
May-16	\$6,493	5	5	183	0	0	0
Jun-16	\$6,633	9	5	167	0	0	0
Jul-16	\$7,513	6	3	112	0	0	0
Aug-16	\$6,857	8	4	147	0	0	0
Sep-16	\$5,443	8	3	144	0	0	0
Oct-16	\$7,146	5	3	122	0	0	0
Nov-16	\$5,293	5	3	187	0	0	0
Dec-16	\$7,732	9	4	143	0	0	0
Monthly Average	\$6,407	7	4	152	0	0	0

TANEY COUNTY SHERIFF PRISONER TRANSPORTATION  
 Monthly Average on Checking Account  
 2016

xxxx885 Account	Average Balance	Deposits/ Credits	Checks/ Debits	No. Items Deposited	ACH Origination	Incoming Wires	Outgoing Wires
Jan-16	\$461	0	0	0	0	0	0
Feb-16	\$447	0	2	0	0	0	0
Mar-16	\$441	0	0	0	0	0	0
Apr-16	\$441	0	0	0	0	0	0
May-16	\$441	0	0	0	0	0	0
Jun-16	\$442	0	0	0	0	0	0
Jul-16	\$442	0	0	0	0	0	0
Aug-16	\$442	0	0	0	0	0	0
Sep-16	\$442	0	0	0	0	0	0
Oct-16	\$442	0	0	0	0	0	0
Nov-16	\$442	0	0	0	0	0	0
Dec-16	\$443	0	0	0	0	0	0
Monthly Average	\$444	0	0	0	0	0	0

TANEY COUNTY SHERIFF OFFICE  
 Monthly Average on Checking Account  
 2016

xxxx893 Account	Average Balance	Deposits/ Credits	Checks/ Debits	No. Items Deposited	ACH Origination	Incoming Wires	Outgoing Wires
Jan-16	\$3,533	0	0	0	0	0	0
Feb-16	\$3,533	0	0	0	0	0	0
Mar-16	\$3,534	0	0	0	0	0	0
Apr-16	\$3,535	0	0	0	0	0	0
May-16	\$3,535	0	0	0	0	0	0
Jun-16	\$3,536	0	0	0	0	0	0
Jul-16	\$3,537	0	0	0	0	0	0
Aug-16	\$3,538	0	0	0	0	0	0
Sep-16	\$3,539	0	0	0	0	0	0
Oct-16	\$3,540	0	0	0	0	0	0
Nov-16	\$3,540	0	0	0	0	0	0
Dec-16	\$3,541	0	0	0	0	0	0
Monthly Average	\$3,537	0	0	0	0	0	0

TANEY COUNTY SHERIFF COMISSARY  
 Monthly Average on Checking Account  
 2016

xxxx907 Account	Average Balance	Deposits/ Credits	Checks/ Debits	No. Items Deposited	ACH Origination	Incoming Wires	Outgoing Wires
Jan-16	\$24,628	11	19	5	0	0	0
Feb-16	\$22,665	12	20	2	0	0	0
Mar-16	\$27,927	12	18	4	0	0	0
Apr-16	\$31,624	13	22	7	0	0	0
May-16	\$37,906	13	16	1	0	0	0
Jun-16	\$44,071	13	20	6	0	0	0
Jul-16	\$49,700	16	20	1	0	0	0
Aug-16	\$56,916	18	21	3	0	0	0
Sep-16	\$62,309	18	20	1	0	0	0
Oct-16	\$33,859	18	22	0	0	0	0
Nov-16	\$18,561	14	18	4	0	0	0
Dec-16	\$24,508	19	19	6	0	0	0
Monthly Average	\$36,223	15	20	3	0	0	0

**Note: RSMo. 110.130.2 Requires the County Clerk to publish notice that bids shall be received 20 days (July 3, 2017) before the commencement of the July term, which is the first Monday in July.**

**Response Presentation and Review:**

**In order to enable direct comparison of competing responses, please submit your response in strict conformity to the requirements stated here. Four copies of the bid shall be sealed and clearly marked “BANK BID”, and may be mailed or delivered in person to: Donna Neeley, Taney County Clerk, 132 David Street, P.O. Box 156, Forsyth, MO 65653, NO FAXES will be accepted. Often the Post Office leaves a “pick up slip” in our PO Box which may/may not allow us time to retrieve said item; it is the Bidder’s responsibility, not the county, nor the Post Office – to ensure their sealed Bids are delivered in time.**

**Bids received after 9:30am on the 9<sup>th</sup> day of May 2017, will be considered untimely and will not be opened.**



**Taney County, Missouri – ADDENDUM  
RFB# 201702-369 BANK BID**

**May 2, 2017**

This addendum is issued in accordance with all “Guidelines for Written Questions”, indicated within the Request for Bid. The following information is hereby incorporated into and made a part of the RFB Documents. Also, by this formal/official addendum we are meeting the listed timeframe/deadline for answering all submitted questions. Receipt of this addendum will be allowed by email *or* can be submitted with Bidder’s full response.

Specifications for this RFB are herein MODIFIED or CLARIFIED by Taney County Clerk, Donna Neeley as indicated below....

- 1) Check signature requirements: 2 signatures must be required on all checks. The financial institution shall not honor the check or consider it to be a valid document without two signatures. *Question: As a bank, we do not monitor for 2 signatures and our contracts and resolutions state that if the customer wants to request 2 signatures, the monitoring is up to them and we assume no liability. Is this a requirement to bid?* **Answer: No, we realize that it is our responsibility to monitor the two signature policy.**
- 2) Taney County requires that at all times the securities deposited shall not be less than 110% of the actual amount of the funds on deposit with the depository. *Question: Are there any types of collateral that the county would accept at 105% collateralization in excess of FDIC limits?* **Answer: Missouri law requires the County to be collateralized at 100%, our Treasurer has requested that we be collateralize at 110%. Please answer the bid to the best of your ability, we will review each response and the bank that provides the best services to Taney County will be the bank selected.**

BIDDER has examined a copy of this Addendum, to **RFB# 201702-369**, receipt of which is hereby acknowledged:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Printed Name: \_\_\_\_\_