



April 18, 2022

Dear Sir or Madam:

The Pensacola-Escambia County Promotion and Development Commission (PEDC) is accepting proposals from banking institutions to provide PEDC's banking services. We invite your institution to submit an electronic proposal to us by email to [mstoker@floridawesteda.com](mailto:mstoker@floridawesteda.com) due by 12:00 pm on May 13, 2022 for consideration. A description of our organization, the services needed, and other pertinent information follows:

### **Background of PEDC**

PEDC is a legislatively created entity established by Special Act of the Florida Legislature to promote economic development interests within Escambia County.

### **Banking Services Being Requested**

- 1) Public Funds Checking Account - Required
- 2) Online Banking Access with Mobile App and Deposits - Required
- 3) Public Funds Investment Account (e.g., savings account, money market accounts, CD) – Required
- 4) Account Management with access for both i) PEDC representatives and ii) authorized FloridaWest staff - Required

### **Depository Requirements**

- 1) Qualified Public Funds Depository
- 2) Listing of Branch Locations
- 3) Mobile Deposit Capability
- 4) Direct Deposit from Outside Agencies

### **Estimated Transaction Volume**

- 1) Number of Deposits – 5 per month
- 2) Type of Deposits – Checks and Direct Deposit
- 3) Number of Checks – 10 per month
- 4) Average Collected Balances - \$650,000

### **Key Personnel**

The following are key contacts for information you may seek in preparing your proposal:

- Scott Luth, CEO, Economic Development, [sluth@floridawesteda.com](mailto:sluth@floridawesteda.com)
- Melissa Stoker, Director of Operations, [mstoker@floridawesteda.com](mailto:mstoker@floridawesteda.com)

## Response to this Request for Proposal

Responses should include:

- 1) Brief history of institution and its Pensacola office.
- 2) List of proposed key personnel, their specific governmental client experience, and the institution's staffing strategy for the services to be provided.
- 3) Type of Account(s) offered at Bank
- 4) Monthly Fees
- 5) Annual Fees
- 6) Pricing Structure on Account Fees
- 7) Pricing Term
- 8) Account(s) Limitations
- 9) Branch Locations
- 10) Secure Online Access
- 11) Secure App Access
- 12) Account Management Processes

All electronic responses should be received no later than 12:00 pm CST on May 13, 2022 via email to [mstoker@floridawesteda.com](mailto:mstoker@floridawesteda.com).

### Evaluation of Proposals

PEDC's Evaluation Committee will review all responses and present a summary of their review and recommendation to the full PEDC board, from which an institution will be selected. Primary evaluation criteria will be based on a maximum of 100 possible points, broken down as follows:

Evaluation Criteria	Possible Points
Institution's experience with government clients	10
Staffing strategy for services to be provided	30
Fee for services to be provided	30
Online capabilities	30

PEDC reserves the right to refuse and reject any or all responses as may be in the best interests of PEDC, and to waive any and all formalities.

Sincerely,

Lewis Bear, Jr.  
Chairman