

STATE OF NORTH CAROLINA

Central Piedmont Community College

Request for Proposal #: 88-260006-BO

Banking Services

Date of Issue: February 10, 2026

Proposal Opening Date: March 17, 2026

At 2:00 PM ET

Direct all inquiries concerning this RFP to:

Bonnie Ogden

Senior Buyer

Email: bonnie.ogden@cpcc.edu

Phone: 704.330.6515



STATE OF NORTH CAROLINA

Request for Proposal

88-260006-BO

For internal State agency processing, including tabulation of proposals, provide your company's eVP (Electronic Vendor Portal) Number. Pursuant to G.S. 132-1.10(b) this identification number shall not be released to the public. **This page will be removed and shredded, or otherwise kept confidential**, before the procurement file is made available for public inspection.

**This page shall be filled out and returned with your proposal.
Failure to do so may subject your proposal to rejection.**

Vendor Name

Vendor eVP#

Note: For a contract to be awarded to you, your company (you) must be a North Carolina registered vendor in good standing. You must enter the vendor number assigned through eVP (Electronic Vendor Portal). If you do not have a vendor number, register at <https://vendor.ncgov.com/vendor/login>

Electronic responses ONLY will be accepted for this solicitation.

STATE OF NORTH CAROLINA

Central Piedmont Community College

Refer <u>ALL</u> Inquiries regarding this RFP to: Bonnie Ogden bonnie.ogden@cpcc.edu	Request for Proposal #: 88-260006-BO
	Proposals due: March 17, 2026, by 2:00 PM ET.
Using Agency: Central Piedmont Community College	Commodity No. and Description: 841215 - Banking Services
Requisition No. N/A	

EXECUTION

In compliance with this Request for Proposals (RFP), and subject to all the conditions herein, the undersigned Vendor offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein.

By executing this proposal, the undersigned Vendor understands that false certification is a Class I felony and certifies that:

- this proposal is submitted competitively and without collusion (G.S. 143-54),
- none of its officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and
- it is not an ineligible Vendor as set forth in G.S. 143-59.1.

Furthermore, by executing this proposal, the undersigned certifies to the best of Vendor's knowledge and belief, that:

- it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal or State department or agency.

As required by G.S. 143-48.5, the undersigned Vendor certifies that it, and each of its sub-Contractors for any Contract awarded as a result of this RFP, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system.

As required by Executive Order 24 (2017), the undersigned vendor certifies will comply with all Federal and State requirements concerning fair employment and that it does not and will not discriminate, harass, or retaliate against any employee in connection with performance of any Contract arising from this solicitation.

G.S. 133-32 and Executive Order 24 (2009) prohibit the offer to, or acceptance by, any State Employee associated with the preparing plans, specifications, estimates for public contracts; or awarding or administering public contracts; or inspecting or supervising delivery of the public contract of any gift from anyone with a contract with the College, or from any person seeking to do business with the College. By execution of this response to the RFP, the undersigned certifies, for Vendor's entire organization and its employees or agents, that Vendor is not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

By executing this proposal, Vendor certifies that it has read and agreed to the **INSTRUCTION TO VENDORS** and the **NORTH CAROLINA GENERAL TERMS AND CONDITIONS incorporated herein**. These documents can be accessed from the ATTACHMENTS page within this document.

Failure to execute/sign proposal prior to submittal may render proposal invalid and it MAY BE REJECTED. Late proposals shall not be accepted.

COMPLETE/FORMAL NAME OF VENDOR:		
STREET ADDRESS:	P.O. BOX:	ZIP:
CITY & STATE & ZIP:	TELEPHONE NUMBER:	TOLL FREE TEL. NO:
PRINCIPAL PLACE OF BUSINESS ADDRESS IF DIFFERENT FROM ABOVE (SEE INSTRUCTIONS TO VENDORS ITEM #21):		
PRINT NAME & TITLE OF PERSON SIGNING ON BEHALF OF VENDOR:	FAX NUMBER:	
VENDOR'S AUTHORIZED SIGNATURE*:	DATE:	EMAIL:

VALIDITY PERIOD

Offer shall be valid for at least sixty 60 days from date of bid opening, unless otherwise stated here: ninety 90 days, or if extended by mutual agreement of the parties in writing. Any withdrawal of this offer shall be made in writing, effective upon receipt by the agency issuing this RFP.

ACCEPTANCE OF PROPOSAL

If your proposal is accepted, all provisions of this RFP, along with the written results of any negotiations, shall constitute the written agreement between the parties ("Contract"). The NORTH CAROLINA GENERAL TERMS AND CONDITIONS are incorporated herein and shall apply. Depending upon the Goods or Services being offered, other terms and conditions may apply, as mutually agreed.

FOR STATE USE ONLY: Offer accepted and Contract awarded this _____ day of _____, 20____, as indicated on

The attached certification, by _____.

(Authorized Representative of Central Piedmont Community College)

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1.0 PURPOSE AND BACKGROUND

Central Piedmont Community College (hereafter referred to as Central Piedmont and/or the College) seeks proposals from qualified banking services providers to provide banking services for Central Piedmont Community College as outlined in this Request for Proposal.

Central Piedmont Community College is a large, urban, multi-campus, non-residential college that enrolls close to 76,000 students annually in curriculum, adult high school and basic skills, and continuing education programs, and employs more than 2,500 full- and part-time faculty and staff, making Central Piedmont one of the largest colleges in the Carolinas. Central Piedmont is highly accessible and convenient to people of all ages who seek a real-world, affordable, hands-on education that will transform their lives and strengthen the economic, social, and cultural environment of Mecklenburg County. Founded in 1963, Central Piedmont has eight locations throughout Mecklenburg County, offering nearly 300 degree, diploma, and certification programs; customized corporate training; market-focused continuing education; and special interest classes.

With the large number and varying types of financial transactions the college engages in, it is critical that the college secure reliable banking services from a qualified and established financial institution.

The intent of this solicitation is to award an Agency Specific Contract.

1.1 CONTRACT TERM

The Contract shall have an initial term of **three (3)** years, beginning on the date of final Contract execution (the “Effective Date.”)

At the end of the Contract’s initial term, the College shall have the option, in its sole discretion, to renew the Contract on the same terms and conditions for up to two (2) additional one-year terms. The College will give the Vendor written notice of its intent to exercise each option no later than thirty (30) days before the end of the Contract’s then-current term. In addition to any optional renewal terms, and with the Vendor’s concurrence, the College reserves the right to extend the Contract after the last active term.

Proposals shall be submitted in accordance with the terms and conditions of this RFP and any addenda issued hereto.

2.0 GENERAL INFORMATION

2.1 REQUEST FOR PROPOSAL DOCUMENT

This RFP is comprised of the base RFP document, any attachments, and any addenda released before Contract award, which are incorporated herein by reference.

2.2 E-PROCUREMENT FEE

ATTENTION: The E-Procurement fee may apply to this solicitation. See the paragraph entitled ELECTRONIC PROCUREMENT of the North Carolina General Terms and Conditions.

General information on the E-Procurement Services can be found at: <http://eprocurement.nc.gov/>.

2.3 NOTICE TO VENDORS REGARDING RFP TERMS AND CONDITIONS

It shall be the Vendor’s responsibility to read the Instructions to Vendors, the North Carolina General Terms and Conditions, all relevant exhibits and attachments, and any other components made a part of this RFP and comply with all requirements and specifications herein. Vendors are also responsible for obtaining and complying with all Addenda and other changes that may be issued in connection with this RFP.

If Vendors have questions or issues regarding any component of this RFP, those must be submitted as questions in accordance with the instructions in the PROPOSAL QUESTIONS Section. If the College determines that any changes will be made as a result of the questions asked, then such decisions will be communicated in the form of an RFP addendum. The College may also elect to leave open the possibility for later negotiation of specific provisions of the Contract that have been addressed during the question-and-answer period, prior to contract award.

Other than through the process of negotiation under 01 NCAC 05B.0503, the College rejects and will not be required to evaluate or consider any additional or modified terms and conditions submitted with Vendor’s proposal or otherwise. This applies to any language appearing in or attached to the document as part of the Vendor’s proposal that purports to vary any terms and conditions or Vendors’ instructions herein or to render the proposal non-binding or subject to further negotiation. Vendor’s proposal shall constitute a firm offer that shall be held open for the period required herein (“Validity Period” above).

The College may exercise its discretion to consider Vendor proposed modifications. By execution and delivery of this RFP Response, the Vendor agrees that any additional or modified terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, and will be disregarded unless expressly agreed upon through negotiation and

incorporated by way of a Best and Final Offer (BAFO). Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor’s proposal as nonresponsive.

2.4 RFP SCHEDULE

The table below shows the *intended* schedule for this RFP. The College will make every effort to adhere to this schedule.

Event	Responsibility	Date and Time
Issue RFP	College	February 10, 2026
Submit Written Questions	Vendor	February 26, 2026 by 2:00 PM ET
Provide Response to Questions	College	March 4, 2026
Submit Proposals	Vendor	March 17, 2026 by 2:00 PM ET
Open Proposals	College	March 17, 2026 at 2:15 PM ET RFP 88-260006-BO public opening
Contract Award	College	TBD
Contract Effective Date	College	July 1, 2026

2.5 PROPOSAL QUESTIONS

Upon review of the RFP documents, Vendors may have questions to clarify or interpret the RFP in order to submit the best proposal possible. To accommodate the Proposal Questions process, Vendors shall submit any such questions by the “Submit Written Questions” date and time provided in the RFP SCHEDULE Section above, unless modified by Addendum.

Written questions shall be emailed to bonnie.ogden@cpcc.edu by the date and time specified above. Vendors should enter “RFP #88-260006-BO Questions” as the subject for the email. Question submittals should include a reference to the applicable RFP section and be submitted in the format shown below:

Reference	Vendor Question
RFP Section, Page Number	Vendor question

Questions received prior to the submission deadline date, the College’s response, and any additional terms deemed necessary by the College will be posted in the form of an addendum to *the electronic Vendor Portal (eVP)*, <https://evp.nc.gov>, and shall become an Addendum to this RFP. No information, instruction or advice provided orally or informally by any College personnel, whether made in response to a question or otherwise in connection with this RFP, shall be considered authoritative or binding. Vendors shall rely *only* on written material contained in the RFP and an addendum to this RFP.

2.6 PROPOSAL SUBMITTAL

IMPORTANT NOTE: This is an absolute requirement. Late bids, regardless of cause, will not be opened or considered, and will be automatically disqualified from further consideration. The Vendor shall bear the sole risk of late submission due to unintended or unanticipated delay. It is the Vendor’s sole responsibility to ensure its proposal has been received as described in this RFP by the specified time and date of opening. The time and date of receipt will be marked on each proposal when received. Any proposal or portion thereof received after the proposal deadline will be rejected.

All proposal responses shall be submitted electronically via the electronic Vendor Portal (eVP). Additional information can be found at the eVP updates for Vendors link: <https://eprocurement.nc.gov/news-events/evp-updates-vendors>.

If confidential and proprietary information is included in the proposal, also submit one (1) signed, REDACTED copy of the proposal. Such information may include trade secrets defined by N.C. Gen. Stat. § 66-152 and other information exempted from the Public

Records Act pursuant to N.C. Gen. Stat. §132- 1.2. Vendor may designate information, Products, Services or appropriate portions of its response as confidential, consistent with and to the extent permitted under the statutes and rules set forth above. By so redacting any page, or portion of a page, the Vendor warrants that it has formed a good faith opinion, having received such necessary or proper review by counsel and other knowledgeable advisors, that the portions determined to be confidential and proprietary and redacted as such, meet the requirements of the Rules and Statutes set forth above. However, under no circumstances shall price information be designated as confidential.

If the Vendor does not provide a redacted version of the proposal with its proposal submission, Central Piedmont Community College will assume no exemptions apply and will release an unredacted version if a records request is received.

For Vendor Response:

If Vendor’s offer contains confidential information, as defined in N.C. Gen. Stat. § 66-152 or other information exempted from the Public Records Act pursuant to N.C. Gen. Stat. §132- 1.2, a redacted copy of response is provided along with this original signed copy, through eVP, at the time of bid submission.

Vendor Acknowledgment:

Redacted Copy submitted _____ **Yes** _____ **No**

If “No” is marked, or if no response was provided, this copy of your response, in its entirety, WILL BE provided, to third-party firms, as the result of any public records request.

Failure to submit a proposal in strict accordance with these instructions shall constitute sufficient cause to reject a Vendor’s proposal(s). Vendors are strongly encouraged to allow sufficient time to upload proposals.

Critical updated information may be included in Addenda to this RFP. It is important that all Vendors responding to this RFP periodically check the College’s eVP website for any Addenda that may be issued prior to the bid opening date. All Vendors shall be deemed to have read and understood all information in this RFP and all Addenda thereto.

2.7 PROPOSAL ORGANIZATION

Vendors shall populate all attachments of this RFP that require the Vendor to provide information and include an authorized signature where requested. Failure to provide all required items, or Vendor’s submission of incomplete items, may result in the College rejecting Vendor’s proposal, in the College’s sole discretion.

Within each section of its offer, Vendor should address the items in the order in which they appear in this RFP. Forms, attachments or exhibits are to be included in the appropriate section of the offer. Vendor RFP responses should be arranged in the following order:

- a) A signed Cover Letter, containing the following: (i) a statement that confirms that the proposer has read the RFP in its entirety, including all links, and all Addenda released in conjunction with the RFP, (ii) a statement that the Vendor agrees to perform in accordance with the scope of work, requirements, and specifications contained herein; and (iii) Vendor’s agreement to comply with all instructions, terms and conditions, and attachments.
- b) Title Page: Include the company name, address, phone number and authorized representative along with the Proposal Number.
- c) Completed and signed version of all EXECUTION PAGES, along with the body of the RFP.
- d) Signed receipt pages of any addenda released in conjunction with this RFP, if required to be returned.
- e) Vendor’s Proposal addressing RFP Sections 5 and 6.
- f) Completed version of ATTACHMENT A: PRICING
- g) Completed version of ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION
- h) Completed version of ATTACHMENT E: CUSTOMER REFERENCE FORM
- i) Completed version of ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR
- j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION

2.8 ALTERNATE PROPOSALS

Unless provided otherwise in this RFP, Vendor may submit alternate proposals for comparable Goods, various methods or levels of Service(s), or that propose different options. Alternate proposals must specifically identify the RFP requirements and advantage(s) addressed by the alternate proposal. Any alternate proposal, in addition to the marking described above, must be clearly marked with the legend: "Alternate Proposal # ___ [for 'name of Vendor']". Each proposal must be for a specific set of Goods and Services and must include specific pricing. If a Vendor chooses to respond with various offerings, each must be offered with a separate price and be contained in a separate proposal document. Each proposal must be complete and independent of other proposals offered.

2.9 DEFINITIONS, ACRONYMS, AND ABBREVIATIONS

Relevant definitions for this RFP are provided in 01 NCAC 05A .0112 and in the Instructions to Vendors found below which are incorporated herein by this reference.

- a) **POSITIVE PAY:** A fraud-prevention service that helps safeguard against unauthorized or altered check payments. Under this system, the Vendor must provide a mechanism for the institution to transmit a list of issued checks to the bank. When checks are presented for payment, the bank will compare them against the transmitted list. Any discrepancies must be flagged as exceptions and require approval before payment is released.
- b) **TRANSACTION TAGGING:** The process of using software or algorithms to automatically assign descriptive labels (tags) to financial transactions based on predefined rules or machine learning. These tags categorize transactions by type, purpose, or account, making it easier to organize, analyze, and report financial data.
- c) **UPIC (Universal Payment Identification Code):** A unique identifier used in the U.S. banking system that allows an organization to receive ACH credit payments without exposing its actual bank account.

3.0 METHOD OF AWARD AND PROPOSAL EVALUATION PROCESS

3.1 METHOD OF AWARD

North Carolina G.S. 143-52 provides a general list of criteria the College shall use to award contracts, as supplemented by the additional criteria herein. The Goods or Services being procured shall dictate the application and order of criteria; however, all award decisions shall be in the College's best interest. All qualified proposals will be evaluated, and awards will be made to the Vendor(s) meeting the specific RFP Specifications and achieving the highest and best final evaluation, based on the criteria described below.

Central Piedmont will use the "best value" methodology to award a contract. The "best value" label is reserved for an evaluation in which all proposals are compared as to each relevant factor and the relative strengths and weaknesses of each proposal are traded-off to determine the best one over-all. Use of the best value method requires a written explanation of the strengths and weaknesses of each proposal and why the recommended awardee provides the best value to the College.

While the intent of this RFP is to award a Contract to a single Vendor, the College reserves the right to make separate awards to different Vendors for one or more line items, to not award one or more line items or to cancel this RFP in its entirety without awarding a Contract, if it is considered to be most advantageous to the College to do so.

The College reserves the right to waive any minor informality or technicality in proposals received.

3.2 CONFIDENTIALITY AND PROHIBITED COMMUNICATIONS DURING EVALUATION

While this RFP is under evaluation, the responding Vendor, including any subcontractors and suppliers, is prohibited from engaging in conversations intended to influence the outcome of the evaluation. See Paragraph 29 of the Instructions to Vendors entitled COMMUNICATIONS BY VENDORS.

Each Vendor submitting a proposal to this RFP, including its employees, agents, subcontractors, suppliers, subsidiaries and affiliates, is prohibited from having any communications with any person inside or outside the using agency; issuing agency; other government agency office or body (including the purchaser named above, any department secretary, agency head, members of the General

Assembly and Governor's office); or private entity, if the communication refers to the content of Vendor's proposal or qualifications, the content of another Vendor's proposal, another Vendor's qualifications or ability to perform a resulting contract, and/or the transmittal of any other communication of information that could be reasonably considered to have the effect of directly or indirectly influencing the evaluation of proposals, the award of a contract, or both.

Any Vendor not in compliance with this provision shall be disqualified from evaluation and award. A Vendor's proposal may be disqualified if its subcontractor and/or supplier engage in any of the foregoing communications during the time that the procurement is active (*i.e.*, the issuance date of the procurement until the date of contract award or cancellation of the procurement). Only those discussions, communications or transmittals of information authorized or initiated by the issuing agency for this RFP or inquiries directed to the purchaser named in this RFP regarding requirements of the RFP (prior to proposal submission) or the status of the award (after submission) are excepted from this provision.

3.3 PROPOSAL EVALUATION PROCESS

Only responsive submissions will be evaluated.

The College will conduct a One-Step evaluation of Proposals:

Proposals will be received according to the method stated in the Proposal Submittal Section above.

All proposals must be received by the issuing agency not later than the date and time specified in the RFP SCHEDULE Section above, unless modified by Addendum. Vendors are cautioned that this is a request for offers, not an offer or request to contract, and the College reserves the unqualified right to reject any and all offers at any time if such rejection is deemed to be in the best interest of the College.

At the date and time provided in the RFP SCHEDULE Section above, unless modified by Addendum, the proposal from each responding Vendor will be opened publicly and all offers (except those that have been previously withdrawn, or voided bids) will be tabulated. The tabulation shall be made public at the time it is created. When negotiations after receipt of bids is authorized pursuant to G.S. 143-49 and 01 NCAC 05B.0503, only the names of offerors and the Goods and Services offered shall be tabulated at the time of opening. If negotiation is anticipated, cost and price shall become available for public inspection at the time of the award. Interested parties are cautioned that these costs and their components are subject to further evaluation for completeness and correctness and therefore may not be an exact indicator of a Vendor's pricing position.

At their option, the evaluators may request oral presentations or discussions with any or all Vendors for clarification or to amplify the materials presented in any part of the proposal. Vendors are cautioned, however, that the evaluators are not required to request presentations or other clarification—and often do not. Therefore, all proposals should be complete and reflect the most favorable terms available from the Vendor.

Upon completion of the evaluation process, the College will make award(s) based on the evaluation and post the award(s) to the College's eVP website under the RFP number for this solicitation. Award of a Contract to one Vendor does not mean that the other proposals lacked merit, but that, all factors considered, the selected proposal was deemed most advantageous and represented the best value to the College.

The College reserves the right to negotiate with one or more vendors, or to reject all original offers and negotiate with one or more sources of supply that may be capable of satisfying the requirement, and in either case to require Vendor to submit a Best and Final Offer (BAFO) based on discussions and negotiations with the College.

3.4 EVALUATION CRITERIA

BEST VALUE: "Best Value" procurement methods are authorized by N.C.G.S. §§143-135.9 and 143B-1350(h). The award decision is made based on multiple factors, including: total cost of ownership, meaning the cost of acquiring, operating, maintaining, and supporting a product or service over its projected lifetime; the evaluated technical merit of the Vendor's offer; the Vendor's past performance; and the evaluated probability of performing the specifications stated in the solicitation on time, with high quality,

and in a manner that accomplishes the College's business objectives and maintains industry standards compliance. The intent of "Best Value" procurement is to enable Vendors to offer and the Agency to select the most appropriate solution to meet the business objectives defined in the solicitation and to keep all parties focused on the desired outcome of a procurement.

A ranking method of source selection will be utilized in this procurement using evaluation criteria listed in order of importance in the Evaluation Criteria section below to allow the College to award this RFP to the Vendor(s) providing the Best Value and recognizing that Best Value may result in award other than the lowest price or highest technically qualified offer. By using this method, the overall ranking may be adjusted up or down when considered with, or traded-off against, other non-price factors.

EVALUTION METHOD: Narrative and by consensus of the evaluating committee, explaining the strengths and weaknesses of each proposal and why the recommended awardee(s) provide the best value to the College.

All qualified proposals will be evaluated, and award made based on considering the following criteria listed in descending order of importance, to result in an award most advantageous to the College:

1. Vendor response to Proposal Expectations (Section 5)
2. Vendor ability to meet the College's Specifications (Section 6)
3. Cost of Proposed Banking Services (Attachment A)

3.5 PERFORMANCE OUTSIDE THE UNITED STATES

Vendor shall complete ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR. In addition to any other evaluation criteria identified in this RFP, the College may also consider, for purposes of evaluating proposed or actual contract performance outside of the United States, how that performance may affect the following factors to ensure that any award will be in the best interest of the College:

- a) Total cost to the College
- b) Level of quality provided by the Vendor
- c) Process and performance capability across multiple jurisdictions
- d) Protection of the College's information and intellectual property
- e) Availability of pertinent skills
- f) Ability to understand the College's business requirements and internal operational culture
- g) Particular risk factors such as the security of the College's information technology
- h) Relations with citizens and employees
- i) Contract enforcement jurisdictional issues

3.6 INTERPRETATION OF TERMS AND PHRASES

This RFP serves two functions: (1) to advise potential Vendors of the parameters of the solution being sought by the College; and (2) to provide (together with other specified documents) the terms of the Contract resulting from this procurement. The use of phrases such as "shall," "must," and "requirements" are intended to create enforceable contract conditions. In determining whether proposals should be evaluated or rejected, the College will take into consideration the degree to which Vendors have proposed or failed to propose solutions that will satisfy the College's needs as described in the RFP. Except as specifically stated in the RFP, no one requirement shall automatically disqualify a Vendor from consideration. However, failure to comply with any single requirement may result in the College exercising its discretion to reject a proposal in its entirety.

4.0 REQUIREMENTS

This Section lists the requirements related to this RFP. By submitting a proposal, the Vendor agrees to meet all stated requirements in this Section as well as any other specifications, requirements, and terms and conditions stated in this RFP. If a Vendor is unclear about a requirement or specification, or believes a change to a requirement would allow for the College to receive a better proposal, the Vendor is urged to submit these items in the form of a question during the question and answer period in accordance with the Proposal Questions Section above.

4.1 PRICING

Proposal price shall constitute the total cost to the College for complete performance in accordance with the requirements and specifications herein, including all applicable charges for handling, transportation, administrative and other similar fees. Complete ATTACHMENT A: PRICING FORM and include in Vendor's proposal. The pricing provided in ATTACHMENT A, or resulting from any negotiations, is incorporated herein and shall become part of any resulting Contract.

4.2 FINANCIAL STABILITY

As a condition of contract award, the Vendor must certify that it has the financial capacity to perform and to continue to perform its obligations under the Contract; that Vendor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Vendor that could materially adversely affect performance of this Contract; and that entering into this Contract is not prohibited by any contract, or order by any court of competent jurisdiction.

Each Vendor shall certify it is financially stable by completing ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION. The College is requiring this certification to minimize potential issues from contracting with a Vendor that is financially unstable. From the date of the Certification to the expiration of the Contract, the Vendor shall notify the College within thirty (30) days of any occurrence or condition that materially alters the truth of any statement made in this Certification. The Contract Manager may require annual recertification of the Vendor's financial stability.

4.3 HUB PARTICIPATION

Pursuant to North Carolina General Statute G.S. 143-48, it is State policy to encourage and promote the use of small, minority, physically handicapped, and women contractors in purchasing Goods and Services. As such, this RFP will serve to identify those Vendors that are minority owned or have a strategic plan to support the College's Historically Underutilized Business program by meeting or exceeding the goal of 10% utilization of diverse firms as 1st or 2nd tier subcontractors. Vendor shall complete ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION.

4.4 BACKGROUND CHECKS

Any personnel or agent of Vendor performing Services under any Contract arising from this RFP may be required to undergo a background check at the expense of the Vendor, if so requested by the College.

4.5 PERSONNEL

Vendor warrants that qualified personnel shall provide Services under this Contract in a professional manner. "Professional manner" means that the personnel performing the Services will possess the skill and competence consistent with the prevailing business standards in the industry. Vendor will serve as the prime contractor under this Contract and shall be responsible for the performance and payment of all subcontractor(s) that may be approved by the College. Names of any third-party Vendors or subcontractors of Vendor may appear for purposes of convenience in Contract documents; and shall not limit Vendor's obligations hereunder. Vendor will retain executive representation for functional and technical expertise as needed in order to incorporate any work by third party subcontractor(s).

Should the Vendor's proposal result in an award, the Vendor shall be required to agree that it will not substitute key personnel assigned to the performance of the Contract without prior written approval by the Contract Lead. Vendor shall further agree that it will notify the Contract Lead of any desired substitution, including the name(s) and references of Vendor's recommended substitute personnel. The College will approve or disapprove the requested substitution in a timely manner. The College may, in its sole discretion, terminate the Services of any person providing Services under this Contract. Upon such termination, the College may request acceptable substitute personnel or terminate the contract Services provided by such personnel.

4.6 VENDOR'S REPRESENTATIONS

If Vendor's Proposal results in an award, Vendor agrees that it will not enter any agreement with a third party that may abridge any rights of the College under the Contract. If any Services, deliverables, functions, or responsibilities not specifically described in this

solicitation are required for Vendor's proper performance, provision and delivery of the Service and deliverables under a resulting Contract, or are an inherent part of or necessary sub-task included within such Service, they will be deemed to be implied by and included within the scope of the Contract to the same extent and in the same manner as if specifically described in the Contract. Unless otherwise expressly provided herein, Vendor will furnish all of its own necessary management, supervision, labor, facilities, furniture, computer and telecommunications equipment, software, supplies and materials necessary for the Vendor to provide and deliver the Services and/or other Deliverables.

4.7 AGENCY INSURANCE REQUIREMENTS MODIFICATION

The insurance requirements set forth in the North Carolina General Terms and Conditions, *Insurance* paragraph, are minimal requirements. Central Piedmont's Certificate of Insurance requirements are included in this RFP as ATTACHMENT I. All contract awards made by the College are contingent upon the Vendor meeting the College's Certificate of Insurance requirements including listing the College as additional insurer and certificate holder. The college may, on a case-by-case basis, determine that certain insurance requirements may be adjusted.

4.8 REFERENCES

Vendor shall provide at three (3) references, using ATTACHMENT E: CUSTOMER REFERENCE FORM, for which Vendor has provided Services of similar size and scope to those proposed herein. The College may, at its discretion, contact the references to determine if services provided are substantially similar in scope to those proposed herein and Vendor's performance. Any information obtained may be considered in the evaluation of Vendor's proposal.

5.0 PROPOSAL EXPECTATIONS

5.1 GENERAL

Vendor's proposal should provide a detailed description of how your institution will deliver banking services to the College including but not limited to payment processing, account management, reporting, fraud prevention and security, investment opportunities, and any other services outlined in this RFP, to effectively meet the College's needs. Any fees associated with services provided must be included in Vendor's Attachment A.

5.2 BANKING SERVICES

- a) Provide additional details, descriptions or explanations to address how Vendor will meet the College's Specifications listed in Section 6.2.
- b) Describe Vendor's payment processing and overall account management.
- c) Describe Vendor's fee structure such as, whether banking fees will be invoiced separately or netted against account balances.
- d) Describe any bundled pricing options, volume-based discounts, or other cost-saving opportunities available. Detail whether any accounts are eligible for earnings credit allowance, investment income, or both. Include the associated fee details in Vendor's Attachment A.
- e) Provide information on short-term investment options such as money markets and certificates of deposit. Include information on current interest rates, minimum balance requirements, etc. Include the associated fee details in Vendor's Attachment A.
- f) Describe Vendor's reporting capabilities and the reports Vendor would provide to the College.
- g) Describe Vendor's means for providing electronic access to all College accounts.
- h) Clearly outline all procedures and tools related to stale-dated check management.
- i) Describe how Vendor's services support electronic payments, fraud prevention, and reconciliation.
- j) Clearly outline Vendor's fraud protection and security measures to include a summary of all available measures such as;
 - Positive Pay with Payee Verification
 - ACH Block and Filter Services
 - Real-Time Transaction Monitoring and Alerts
 - Multi-Factor Authentication for Online Access
 - Secure File Transmission Protocols
 - IP Whitelisting and User Access Controls
 - Account Reconciliation Tools
 - Data Encryption and Secure Storage Practices

- k) Describe any enhancements or innovations offered which could benefit College operations.
- l) Provide any sample statements or other information that may be useful in reviewing the proposed services.
- m) Provide a detailed list of any requested services your institution is *unable* to provide. Include a description of any limitations or restrictions on services based on account type, volume, or institutional status. If applicable, suggest alternative solutions or third-party partnerships that may address these gaps.

5.3 VENDOR QUALIFICATIONS

- a) Provide your financial institution’s credit rating and describe its financial standing.
- b) Describe what differentiates your institution from competitors in serving organizations like the College.

5.4 VENDOR EXPERIENCE

In its Proposal, Vendor shall demonstrate experience with public and/or private sector clients with similar or greater size and complexity to the College.

- a) Describe your experience in providing banking services to public sector clients, including higher education institutions, municipalities, or other governmental entities.
- b) Identify long your institution provided banking services to public or higher education clients.
- c) Include information about the experience of executive, managerial, legal, and professional personnel who would be engaged in services provided to the College.

5.5 CUSTOMER SUPPORT QUESTIONS TO VENDORS

Vendor shall respond to each of the following questions. Vendors are requested to keep responses concise and relevant and should not include generic marketing materials. Responses will be reviewed as part of the evaluation process.

- a) What customer support options are available (e.g., hours, channels, dedicated contacts)?
- b) How do you handle service issues or escalations?
- c) What is your average response time for support inquiries?
- d) Is training available during implementation and for ongoing updates or new features?
- e) Can you customize training to fit different user roles (e.g., cashiers, finance staff, IT)?
- f) Do you offer refresher training or onboarding for new employees?

5.6 PROPOSED IMPLEMENTATION SCHEDULE

- a) Describe your proposed timeline for implementation.
- b) Briefly describe the implementation process.
- c) Describe any dedicated implementation team or project manager for services to the College.
- d) Describe resources that will be allocated to support onboarding and training for the College.
- e) Describe how you would ensure a smooth transition with minimal disruption.

6.0 SPECIFICATIONS AND SCOPE OF WORK

6.1 GENERAL

Section 6.2 includes the specifications for the scope of service the College seeks. The Vendor will respond Yes or No in Section 6.2. The Vendor will provide any details, description or explanation of these specifications in Section 5.2 of Vendor’s proposal.

6.2 SPECIFICATIONS

Item #	Specification	Vendor Response: Does Vendor meet the Specification? YES OR NO
1	All accounts shall be considered Public Funds accounts and will be collateralized using the pooling method.	<input type="checkbox"/> YES <input type="checkbox"/> NO

2	The Vendor must adhere to the NC Department of State Treasurer guidelines for official depositories of college funds. These guidelines may be found at https://www.nctreasurer.gov/documents/files/fod/guidelines-official-depositories-state-funds/download?attachment .	<input type="checkbox"/> YES <input type="checkbox"/> NO
3	The Vendor must be a North Carolina chartered financial institution; a federally chartered financial institution regulated by the Office of the Comptroller of the Currency with a branch in North Carolina; or a non-resident, state-chartered financial institution with a branch in North Carolina with regulatory oversight from the Federal Reserve, FDIC, or a comparable national regulatory body ensuring compliance with banking laws and financial best practices.	<input type="checkbox"/> YES <input type="checkbox"/> NO
4	The Vendor must provide proof of PCI compliance annually.	<input type="checkbox"/> YES <input type="checkbox"/> NO
5	The Vendor must be able to provide the following checking deposit accounts: <ul style="list-style-type: none"> • Institutional Funds • Federal Funds • County Funds • Building Funds • Bankcard Account • Foundation Funds • WTVI Public Broadcasting Station • Services Corporation • State Tuition – Funds swept to NC DST daily (State disbursing account is a State Treasurer account) • State STIF account – Funds Swept to NC DST daily • State Capital Investment Fund (SCIF) Account • ACH/Direct Deposit Account: Account will generally maintain a zero balance except when ACH and Direct Deposit transactions are processed. 	<input type="checkbox"/> YES <input type="checkbox"/> NO
6	The Vendor should provide short-term investment options, such as, money markets, certificates of deposits, etc.	<input type="checkbox"/> YES <input type="checkbox"/> NO
7	The Vendor must be a North Carolina registered financial institution with regulatory oversight from the Federal Reserve, FDIC, OCC, or a comparable national regulatory body ensuring compliance with banking laws and financial best practices.	<input type="checkbox"/> YES <input type="checkbox"/> NO
8	The Vendor must be able to communicate effectively with the College, utilizing email and other appropriate communication tools.	<input type="checkbox"/> YES <input type="checkbox"/> NO
9	The Vendor must have a demonstrated ability to handle high-volume, complex payment processing securely and efficiently.	<input type="checkbox"/> YES <input type="checkbox"/> NO
10	The Vendor must have branch office(s) within the geographic boundaries of Central Piedmont Community College, preferably in Charlotte, Matthews, and Huntersville. The College expects that all branch locations would remain operable throughout the term of the contract. In the event the vendor has a single branch location, in the geographical region noted, and that branch location closes, the college reserves the right to deem the vendor in contract default and reserves the right to exercise the College's termination rights as outlined in paragraph 2. of ATTACHMENT C.	<input type="checkbox"/> YES <input type="checkbox"/> NO
11	The Vendor must be capable of receiving deposits in various forms, including cash, coin, ACH transfers, wire transfers, and deposits delivered via armored car service.	<input type="checkbox"/> YES <input type="checkbox"/> NO
12	The Vendor must provide the College with the capability to electronically transmit two monthly payrolls, e-check files, and payroll taxes for processing as outgoing direct deposits via ACH. Ideally, the College should be able to deposit the funds for these ACH transactions one day prior to the scheduled processing date."	<input type="checkbox"/> YES <input type="checkbox"/> NO
13	Central Piedmont Community College Foundation (the Foundation) is the College's 501(c)(3) non-profit charitable organization to generate philanthropic support to advance the mission of Central Piedmont Community College. The Foundation processes a very small separate payroll. The Vendor should provide an online payroll processing solution which can issue payroll, process direct deposits, and generate related tax reporting and filings.	<input type="checkbox"/> YES <input type="checkbox"/> NO

14	Vendor should maintain Fee Schedules that are reasonable and do not exceed industry-standard rates as referenced in Attachment A.	<input type="checkbox"/> YES <input type="checkbox"/> NO
15	The College prefers that the Vendor provide a single, integrated, centralized login that allows authorized users to access and manage all accounts (including checking, payroll, credit cards, loans, and investments), services, and reporting features in one place, eliminating the need for multiple logins.	<input type="checkbox"/> YES <input type="checkbox"/> NO
16	The Vendor must have a clearly defined policy for handling stale-dated checks, including automatic rejection of checks presented beyond the standard stale date (e.g., 180 days). The vendor must: <ul style="list-style-type: none"> • Notify the College when a stale-dated check is presented for payment. • Provide a process for the College to approve or override payment of stale-dated checks when necessary. • Offer reporting tools to track outstanding checks and identify those approaching their stale date. • Include stale-dated check monitoring within fraud protection services such as Positive Pay. • Support account reconciliation efforts by providing visibility into stale-dated check activity. 	<input type="checkbox"/> YES <input type="checkbox"/> NO
17	The College prefers that the Vendor provide a UPIC account or a comparable solution that enables the College to receive ACH deposits without disclosing actual banking account details.	<input type="checkbox"/> YES <input type="checkbox"/> NO
18	Preferably, the Vendor should offer automated transaction tagging to streamline processing and enhance reporting accuracy.	<input type="checkbox"/> YES <input type="checkbox"/> NO
19	Positive Pay must be managed through a secure online platform. The College requires the ability to transmit Positive Pay files multiple times per day. Each transmission must include confirmation that the file has been received and successfully processed. Additionally, the system must provide timely notifications of any Positive Pay exceptions to ensure prompt review and resolution.	<input type="checkbox"/> YES <input type="checkbox"/> NO
20	Monthly reports must be accessible through an online platform. The college prefers the ability to email specific reports, such as ACH activity reports, to designated users for timely review. Additionally, the platform should support exporting reports in commonly used formats (e.g., CSV, PDF) to facilitate data analysis and recordkeeping.	<input type="checkbox"/> YES <input type="checkbox"/> NO
21	Vendor must provide a monthly statement for all accounts by the 5th business day of the subsequent month.	<input type="checkbox"/> YES <input type="checkbox"/> NO
22	Cleared checks that appear on monthly statements must be in numerical order.	<input type="checkbox"/> YES <input type="checkbox"/> NO
23	The monthly account analysis report must provide a comprehensive overview of activity across all accounts, including a detailed breakdown of associated fees and interest earned. The report should itemize monthly activity charges and clearly present the calculation of the bank's net monthly earnings based on the average collected balance.	<input type="checkbox"/> YES <input type="checkbox"/> NO
24	All deposit slips must be provided. Any associated charges should be clearly listed in the Fee Schedule.	<input type="checkbox"/> YES <input type="checkbox"/> NO
25	The Vendor should be able to provide deposit bags as part of its service offering.	<input type="checkbox"/> YES <input type="checkbox"/> NO
26	The Vendor must provide the following on-line account management services: <ol style="list-style-type: none"> Stop payments Bank transfers Remote Deposit Capture (check scanning) Daily activity on all accounts Customized online banking templates Provide minimum of seven years for cleared checks with images Provide approve/reject for ACH fraud control items presented Provide approve/reject for Positive Pay items presented 	<input type="checkbox"/> YES <input type="checkbox"/> NO
27	The College will make every effort to ensure that collected funds in the bank are equal to or exceed the gross amount of check(s) issued. However, if an unintentional overdraft condition occurs, all valid checks presented for payment shall be paid.	<input type="checkbox"/> YES <input type="checkbox"/> NO
28	The College shall be notified by the Vendor each day via email regarding deposited items returned for non-payment. The Vendor shall re-deposit NSF checks a second time prior to debiting the College's account and returning the check to the College. For checks re-deposited, the Vendor shall clearly stamp these checks with a notation that this action has taken place, and the checks should be returned to the	<input type="checkbox"/> YES <input type="checkbox"/> NO

	College if not honored on the second attempt. All return checks, debit memos or credit memos will be charged to the College's Institutional Funds Account, if possible.	
29	The Vendor must maintain robust fraud protection and security protocols across all accounts.	<input type="checkbox"/> YES <input type="checkbox"/> NO
30	The Vendor must maintain a current disaster recovery plan including specific plans related to serving the College in the event of a disaster.	<input type="checkbox"/> YES <input type="checkbox"/> NO
31	The Vendor must certify that a current System and Organization Controls (SOC) report is available and will be provided to the College upon request.	<input type="checkbox"/> YES <input type="checkbox"/> NO
32	The Vendor must provide the College with four (4) safe deposit boxes at no cost.	<input type="checkbox"/> YES <input type="checkbox"/> NO
33	The Vendor should offer business credit card options (not a purchasing card program)	<input type="checkbox"/> YES <input type="checkbox"/> NO
34	The Vendor shall provide the College with an annual summary of fees.	<input type="checkbox"/> YES <input type="checkbox"/> NO
35	The Vendor shall have dual authentication or other security measures.	<input type="checkbox"/> YES <input type="checkbox"/> NO
366	Preferably, the Vendor should be capable of accepting donated securities including, confirming the value of each stock gift on the date of receipt, liquidating such securities, remitting net proceeds, and providing detailed reporting.	<input type="checkbox"/> YES <input type="checkbox"/> NO
37	The Vendor shall provide the College with a primary relationship manager who will serve as a central point of contact, understand the needs of the college, and be able to offer recommendations for service improvements.	<input type="checkbox"/> YES <input type="checkbox"/> NO

7.0 CONTRACT ADMINISTRATION

All Contract Administration requirements are conditioned on an award resulting from this solicitation. This information is provided for the Vendor's planning purposes.

7.1 RELATIONSHIP MANAGER AND CONTRACT MANAGER

The Vendor shall be required to designate and make available to the College a Relationship Manager who will serve as the main point of contact for customer service-related issues. The Relationship Manager will be required to meet with the College a minimum of twice per year.

The Vendor shall be required to designate and make available to the College a contract manager. The contract manager shall be the College's point of contact for Contract related issues and issues concerning performance, progress review, scheduling, and service.

The Vendor may designate one individual to serve as both Relationship Manager and Contract Manager.

7.2 POST AWARD MEETINGS

The Vendor, at the request of the College, shall be required to meet periodically with the College. The purpose of these meetings will be to review reports, discuss Vendor and College performance, address outstanding issues, review problem resolution, provide direction, evaluate continuous improvement and cost saving ideas, and discuss any other pertinent topics.

7.3 CONTINUOUS IMPROVEMENT

The College encourages the Vendor to identify opportunities to reduce the total cost to the College. A continuous improvement effort consists of various ways to enhance business efficiency as performance progresses.

7.4 ACCEPTANCE OF WORK

Performance of the work and/or delivery of Goods shall be conducted and completed at least in accordance with the Contract requirements and recognized and customarily accepted industry practices. Performance shall be considered

complete when the Services or Goods are approved as acceptable by the Contract Administrator.

The College shall have the obligation to notify Vendor, in writing ten (10) calendar days following completion of such work or delivery of a deliverable described in the Contract that it is not acceptable. The notice shall specify in reasonable detail the reason(s) it is unacceptable. Acceptance by the College shall not be unreasonably withheld; but may be conditioned or delayed as required for reasonable review, evaluation, installation, or testing, as applicable to the work or deliverable. Final acceptance is expressly conditioned upon completion of all applicable assessment procedures. Should the work or deliverables fail to meet any specifications, acceptance criteria or otherwise fail to conform to the Contract, the College may exercise any and all rights hereunder, including, for Goods deliverables, such rights provided by the Uniform Commercial Code, as adopted in North Carolina.

7.5 TRANSITION ASSISTANCE

If a Contract results from this solicitation, and the Contract is not renewed at the end of the last active term, or is canceled prior to its expiration, for any reason, Vendor shall provide transition assistance to the College at the option of the College for up to six (6) months to allow for the expired or canceled portion of the Services to continue without interruption or adverse effect, and to facilitate the orderly transfer of such Services to the College. If the College exercises this option, the Parties agree that such transition assistance shall be governed by the terms and conditions of the Contract (notwithstanding this expiration or cancellation), except for those Contract terms or conditions that do not reasonably apply to such transition assistance. The College shall agree to pay Vendor for any resources utilized in performing such transition assistance at the most current rates provided by the Contract for performance of the Services or other resources utilized.

During the performance of the Contract, the parties agree that it is in their mutual interest to resolve disputes informally. Any claims by the Vendor shall be submitted in writing to the College’s Contract Manager for resolution. Any claims by the College shall be submitted in writing to the Vendor’s Project Manager for resolution. The Parties shall agree to negotiate in good faith and use all reasonable efforts to resolve such dispute(s).

During the time the Parties are attempting to resolve any dispute, each shall proceed diligently to perform their respective duties and responsibilities under this Contract. The Parties will agree on a reasonable amount of time to resolve a dispute. If a dispute cannot be resolved between the Parties within the agreed upon period, either Party may elect to exercise any other remedies available under the Contract, or at law. This provision, when agreed in the Contract, shall not constitute an agreement by either party to mediate or arbitrate any dispute.

7.6 CONTRACT CHANGES

Contract changes, if any, over the life of the Contract shall be implemented by contract amendments agreed to in writing by the College and Vendor. Amendments to the contract can only be through the contract administrator.

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8.0 ATTACHMENTS

****IMPORTANT NOTICE****

RETURN THE REQUIRED ATTACHMENTS WITH YOUR RESPONSE
 FOLLOW THE LINKS TO ACCESS EACH LINKED ATTACHMENT

ATTACHMENT A: PRICING

Complete and return the Pricing associated with this RFP, which can be found in the tables below:

Provide a detailed fee schedule for **all proposed services**. This may include but is not limited to any per check fees, fees associated with returned items, including NSF checks, ACH returns, and wire rejections, fees associated with issuing, processing, and clearing paper checks, fees associated with for bank bags, and fees associated with fraud protection and security. Specify any setup, maintenance, or transaction fees. If additional lines are needed, attach a separate page(s) with the corresponding Table #.

TABLE 1

Monthly Fees and Support	Fee Charged (enter \$0, if no charge)
Account Maintenance Fee	\$
Online Access Fee	\$
UPIC Monthly Maintenance	\$
Positive Pay Maintenance Fee	\$
ACH Fraud Control Maintenance	\$
Monthly Support	\$
List any other monthly fees below:	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

TABLE 2

Transaction Fees	Fee Charged (enter \$0, if no charge)
ACH in per transaction	\$
ACH out per transaction	\$
NSF per transaction	\$
ACH Fraud Control Exceptions	\$
Outgoing Wire Transfer	\$
Returned Deposit Item	\$
Fee per check paid	\$

Check image (per check cost)	\$
ACH Return Fee	\$
Incoming Wire Transfer	\$
Bank Transfer Fee	\$
Per Deposited Item	\$
Per Coin/Currency Deposited Item	\$
Positive Pay Charge (per check)	\$
Stop Payment	\$
Interest rate	\$
List any other Transaction Fees:	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

TABLE 3

Implementation Fees (List any specific costs relating to implementation)	
	\$
	\$
	\$
	\$
	\$

TABLE 4

Account Activity Rates:	Rate
Earning Credit Allowance	
Usage Rate Based on Balances	
Other (specify):	

TABLE 5

Investment Rates:	Rate
Money Market	
Certificate of Deposit	
Other (specify):	

ATTACHMENT B: INSTRUCTIONS TO VENDORS

The Instructions to Vendors, which are incorporated herein by this reference, may be found here:

<https://www.doa.nc.gov/pandc/north-carolina-instructions-vendors-1-2025/open>

ATTACHMENT C: NORTH CAROLINA GENERAL TERMS & CONDITIONS

The North Carolina General Terms and Conditions, which are incorporated herein by this reference, may be found here:

<https://www.doa.nc.gov/north-carolina-general-terms-and-conditions-5-2025/open>

ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION

Complete and return the Historically Underutilized Businesses (HUB) Vendor Information form, which can be found at the following link:

<https://www.doa.nc.gov/divisions/purchase-contract/vendor-forms>

ATTACHMENT E: CUSTOMER REFERENCE FORM

Complete and return the Customer Reference Form, which can be found at the following link:

<https://ncadmin.nc.gov/media/15503/open>

ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR

Complete and return the Location of Workers Utilized by Vendor, which can be found at the following link:

<https://www.doa.nc.gov/divisions/purchase-contract/vendor-forms>

ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION

Complete, sign, and return the Certification of Financial Condition, which can be found at the following link:

<https://www.doa.nc.gov/divisions/purchase-contract/vendor-forms>

ATTACHMENTS CONTINUE ON THE NEXT PAGE

ATTACHMENT H: COLLEGE BANKING, ENROLLMENT & PAYMENT METHOD INFORMATION

Banking Analysis

Six Month Totals - March 2025 to August 2025

	Bankcard	County	Institutional	Federal	Building	WTVI	Totals
Credits Posted	42	47	906	33	38	56	1,122
Checks Paid and Other Debits	138	365	2,355	98	104	38	3,098
Currency/Coins deposited	-	-	146,461	2	-	-	146,463
ACH Received Credit	970	9	2,169	38	0	266	3,452
ACH Received Debit	35	717	611	5	6	1	1,375
Total ACH Originated Items	-	-	13,854	-	-	-	13,854
Average monthly balance	\$ 591,913.35	\$ 5,204,279.98	\$ 16,925,875.70	\$ 568,008.50	\$ 1,892,384.59	\$ 786,225.17	\$ 25,968,687.29

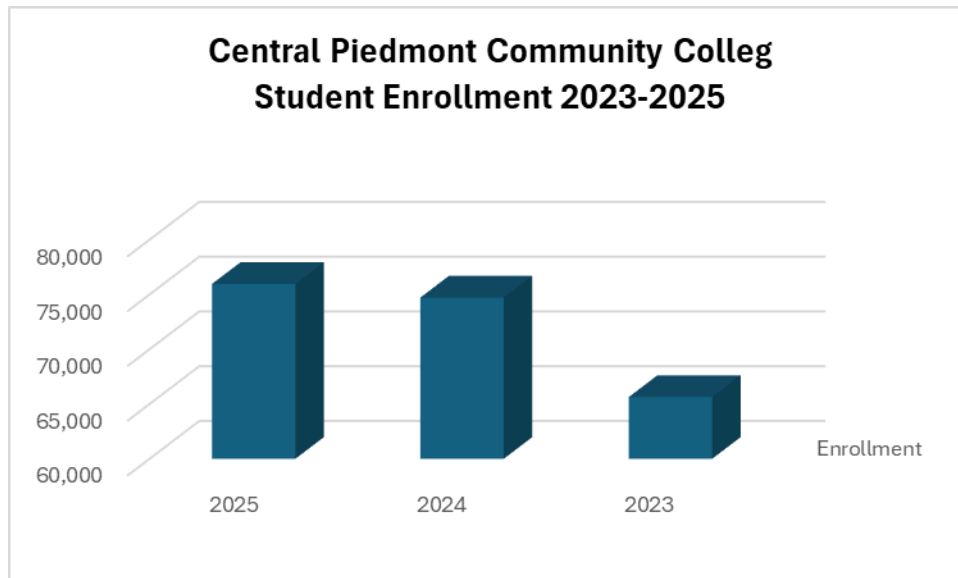
Central Piedmont Community College

Six Month Totals: March 2025

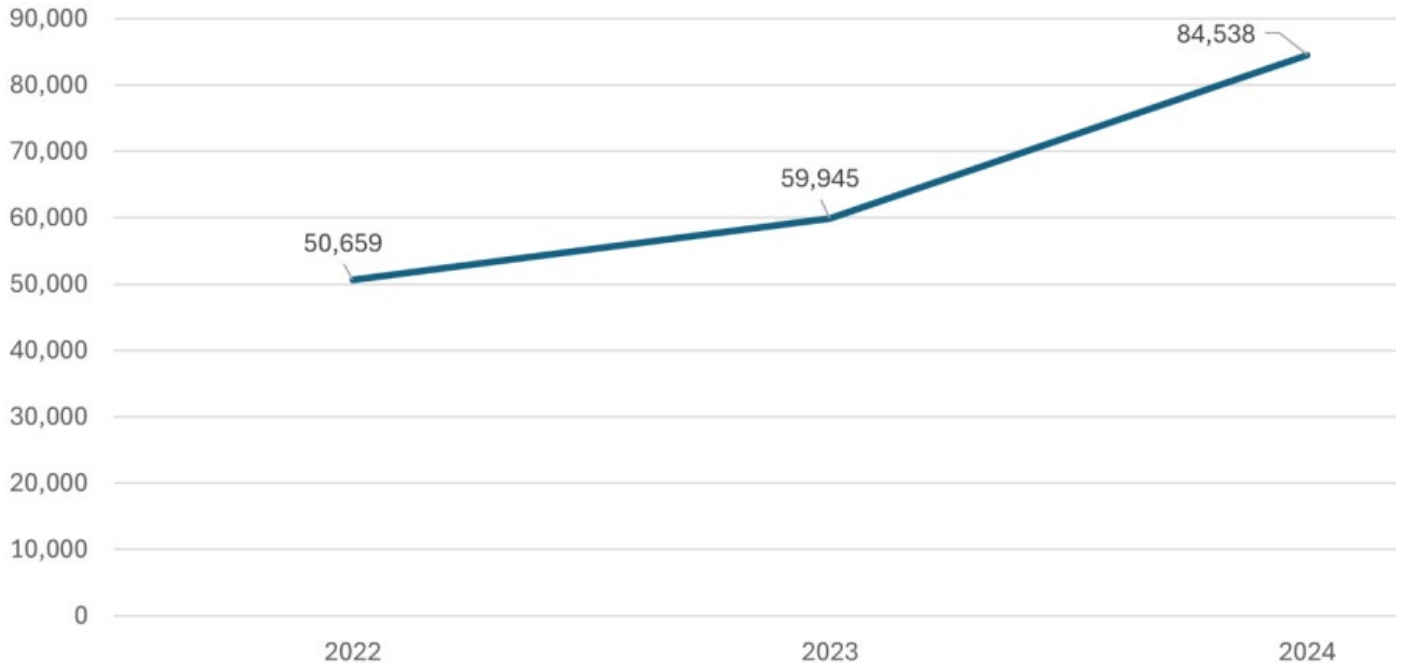
Average Balance	\$ 25,968,687.29
Monthly Account Maintenance Fee	6
Credits Posted	1,122
Items Deposited - On US	48
Items Deposited - IN State	95
Items Deposited - Other	89
Remote Deposit Items - On US	517
Remote Deposit Items - Transit	2,182
Checks Paid and Other Debits	3,098
Currency Order Per \$1	740
Coin and Currency Deposited	146,463
Deposit Corrections	3
RDI Special Handling Maintenance	6
Returned Deposit Item Fee	13
Re-deposit (Re-cleared) Ret Item	2
Deposit Items Returned - Faxed	14
RDC Monthly Maintenance	6
Incoming Domestic Wire	8
TM Domestic Non-Rep Wire	42
ACH Received Credit	3,452
ACH Received Debit	1,375
ACH Notification of Change	14
ACH Transaction Reversal	6
ACH Return Transaction	24
DIR TRN ACH Monthly Maintenance	18
ACH Input File Received/Trans	197
Total ACH Originated Items	13,854
ACH Authorization Record	5
ACH Positive Pay Monthly Maintenance	12
Same Day ACH Orig Transaction	1
Full Recon Maint Electronic	24

Full Recon - Item	4,311
CD-ROM Maintenance	6
CD-ROM Items	2,015
CD-ROM Disc	6
CD-ROM Additional Account Fee	18
CPR/Pos Pay/Payee D/T Bank/File	30
CPR/Pos Pay/Payee - Exceptions	7
Positive Pay with Recon Maint	24
CTRL/Pos Pay with Recon Item	2,037
CPR/Pos Pay/Payee D/T CLNT/File	30
Online Courier OLC DDA Statement	48
OLC Analysis Statement	11
TM/OLC Maintenance Fee	12
TM/OLC Prior Day/Account	50
TM/OLC Prior Day/Detail Item	8,521
TM/OLC Current Day/Account	48
TM/OLC Current Day/Detail Item	6,746
TM/OLC CAR Report	29
TM ACH Monthly Maintenance	1
TM Account Transfer	729
TM Wire Transfer Service/Month	6
OLB Account Maintenance	42
OLB Reported Items	9,921
Incoming International Wire	1
TM Non-Rep Intl Wire non	4

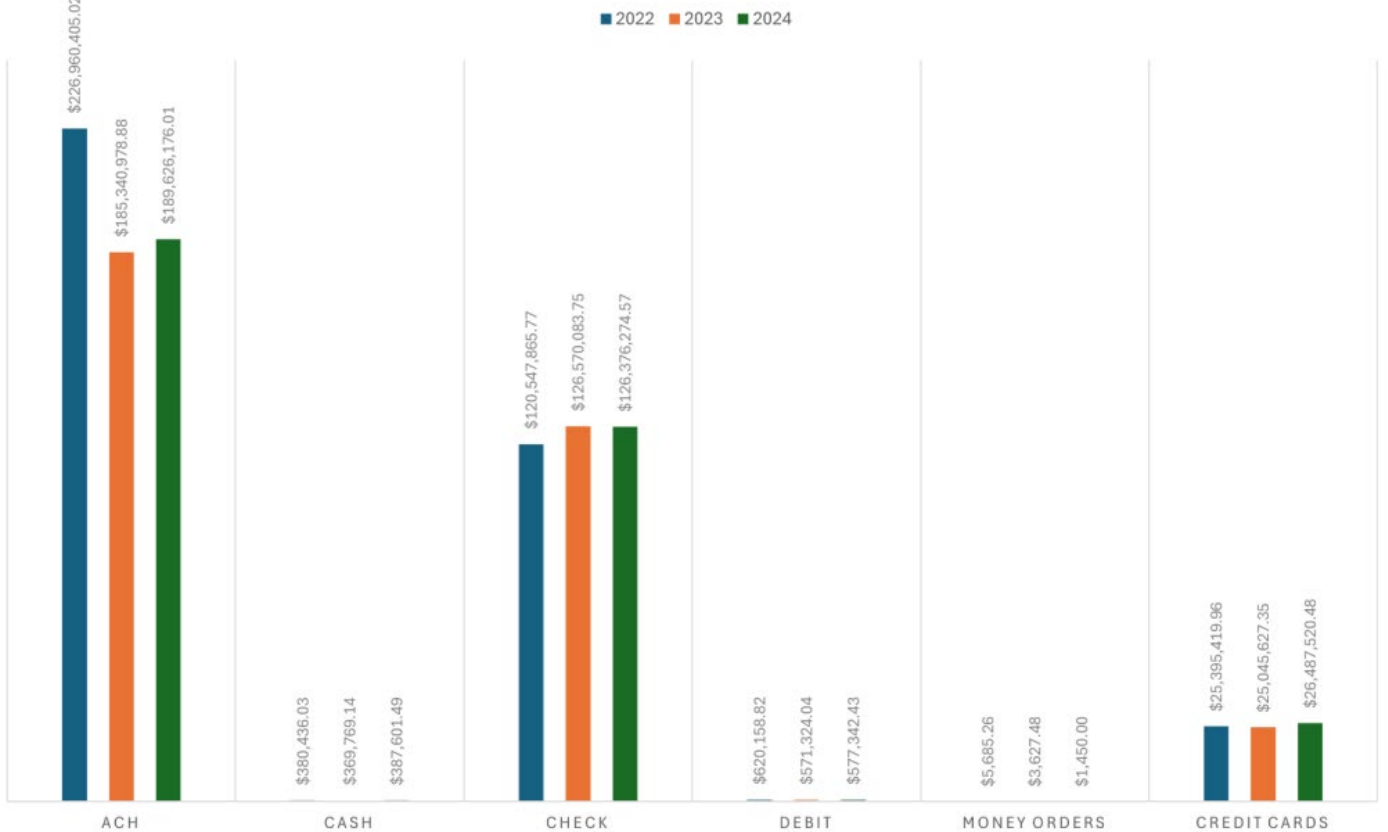
Student Enrollment



Central Piedmont Community College Payment Transaction Totals 2022-2024



CENTRAL PIEDMONT COMMUNITY COLLEGE PAYMENT METHOD TOTALS 2022-2024



ATTACHMENT I: COLLEGE CERTIFICATE OF INSURANCE REQUIREMENTS

Please note: While these are Minimum Requirements, higher limits or additional coverages may be required based on vendor risk and exposure.

<p>Commercial General Liability</p> <ul style="list-style-type: none"> • (Occurrence form) Coverage not less than: 	<p>\$1,000,000 Each Occurrence \$2,000,000 General Aggregate¹ \$2,000,000 Products & Completed Operations Aggregate Schedule of Endorsements must be provided. GL Policy Number must be listed.</p>
<p>Automobile Liability</p> <ul style="list-style-type: none"> • Required for all Owned Autos or must provide 'Hired & Non-Owned Auto' coverage. 	<p>\$1,000,000 Combined Single Limit² OR \$1,000,000 Bodily Injury per Accident \$1,000,000 Bodily Injury per Person \$1,000,000 Property Damage</p>
<p>Umbrella Liability</p> <ul style="list-style-type: none"> • Additional coverage that can be combined to meet requirements: 	<p>\$3,000,000 Per Occurrence \$3,000,000 Aggregate</p>
<p>Workers' Compensation</p>	<p>State Statutory Limits² Employer Liability \$500,000 Each Accident² \$500,000 Disease Policy Limit \$500,000 Disease Each Employee</p>
<p>Additional Insured</p> <ul style="list-style-type: none"> • Central Piedmont Community College (Attach Additional Insured Endorsement evidencing coverage of Ongoing Operations and Completed Operations for the additional insured) 	<ul style="list-style-type: none"> ▪ Coverage must be primary and noncontributory above any other insurance Central Piedmont Community College may carry. ▪ Waiver of Subrogation on all policies in favor of Central Piedmont Community College. ▪ Make subcontractor's insurance primary.
<p>Professional Liability (Errors and Omissions)</p> <ul style="list-style-type: none"> • If professional services are being provided. 	<p>\$1,000,000 Per Occurrence</p>
<p>Cyber Insurance Liability</p>	<p>\$1,000,000 Per Occurrence³</p>

¹ Including contractual liability, waiver of subrogation, primary and noncontributory.

² Including waiver of subrogation in favor of Central Piedmont.

³ Including information security and privacy liability.

Certificates of Insurance Must Indicate the Following:

1. Central Piedmont Community College needs to be listed as the Additional Insured:
 - a. Central Piedmont Community College (Attach Additional Insured Endorsement evidencing coverage of Ongoing Operations and Completed Operations for the additional insured)
 - Coverage must be primary and noncontributory above any other insurance Central Piedmont Community College may carry.

- Waiver of Subrogation on all policies in favor of Central Piedmont Community College.
 - Make subcontractor's insurance primary.
2. Central Piedmont Community College needs to be listed as the Certificate Holder:
Central Piedmont Community College
Attention: Enterprise Risk Management PO
Box 35009
Charlotte, NC 28235-5009
Physical address: 1425 Elizabeth Avenue, Charlotte, NC 28204
 3. Central Piedmont Community College requires a COI which shows General Liability, Workers' Compensation, Automobile Liability and Umbrella Liability coverages. (The minimum coverages accepted are listed for each.)
 - a. Enterprise Risk Management may opt to waive the requirements for Automobile Liability or the Workers' Compensation, depending on the scope and scale of the job or event.
 - b. Enterprise Risk Management may opt to waive the requirements for Umbrella Liability in addition to the GL, depending on the GL coverage as well as the scope and scale of the job or event.
 4. Carrier and effective/expiration date must be shown on all coverages listed on COI.
 5. If a service is being rendered where there is access to secure areas of the college, then Crime Coverage (performance or similar bond) may be required.
 6. If the service being rendered involves waste removal of any kind, Enterprise Risk Management needs to see Pollution Liability as well as Transportation Liability.
 7. If any products and/or services related to information technology (including hardware and/or software) are provided to Central Piedmont Community College, Cyber Liability will be required. Additionally, network security liability arising from the unauthorized access to, use of, or tampering with computer systems, including hacker attacks or inability of an authorized third party to gain access to your services, including denial of service, unless caused by a mechanical or electrical failure.
 8. There may be instances where Enterprise Risk Management will require additional insurance and/or coverages based on the service(s) provided.

***** Failure to Return the Required Attachments May Eliminate
Your Response from Further Consideration *****