



STATE OF NORTH CAROLINA

Beaufort County Community College

Request for Proposal #: 78-202600128

Banking Services

Date of Issue: January 28, 2026

Proposal Opening Date: February 25, 2026

At 3:00 P.M. ET

Direct all inquiries concerning this RFP to:

Latanya Starkie-Windley

Purchasing Coordinator

Email: latanya.starkie-windley@beaufortccc.edu

Phone: 252-940-6321



STATE OF NORTH CAROLINA

Request for Proposal #

78-202600128

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://evp.nc.gov/SignIn>

Electronic responses ONLY will be accepted for this solicitation.

STATE OF NORTH CAROLINA Beaufort County Community College	
Refer <u>ALL</u> Inquiries regarding this RFP to: Latanya Starkie-Windley Purchasing Coordinator latanya.starkie-windley@beaufortccc.edu 252-940-6321	Request for Proposal #: 78-202600128
	Proposals will be publicly opened: Wednesday, February 25, 2026 at 3:00 p.m. EST
Using Agency: BCCC	Commodity No. and Description: 946-25 Banking Services 841215 Banking institutions

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 State, or from any person seeking to do business with the State. 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:		
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: _____ 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.

<p>FOR STATE USE ONLY: Offer accepted and Contract awarded this _____ day of _____, 20____, as indicated on</p> <p>The attached certification, by _____.</p> <p style="text-align: center;">(Authorized Representative of Beaufort County Community College)</p>
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1.0 PURPOSE AND BACKGROUND

Beaufort County Community College (BCCC) is seeking proposals from qualified financial institutions to provide comprehensive banking services that support the College’s operational and financial needs.

The purpose of this RFP is to establish a banking partnership that ensures reliability, competitive pricing, and superior customer service while complying with all applicable local, state, and federal regulations. Through this process, BCCC aims to enhance its financial operations, optimize cash flow management, and maintain fiscal responsibility in support of its educational mission.

BCCC is a public, two-year community college located in Washington, North Carolina. Established in 1967, BCCC serves the residents of Beaufort, Hyde, Tyrrell, and Washington counties, offering a variety of academic programs, workforce development opportunities, and community services. The college is committed to providing affordable and accessible education to a diverse student body, with programs in arts and sciences, business and public services, allied health, continuing education, and more. BCCC is dedicated to fostering student success, lifelong learning, and economic development in the region.

The award of any banking services to a financial institution is contingent upon approval of the award by the BCCC Board of Trustees, the NC State Treasurer, and such other conditions as may be determined to apply by BCCC or by the State of North Carolina. The selected financial institution must be an approved Depository of the State Treasurer. BCCC retains the right to award or not to award this proposal based on the best interests of BCCC. If awarded, all banking services under this RFP will be with one institution.

BCCC desires to develop a working relationship with the financial institution and not be just another customer.

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

1.1 CONTRACT TERM

The Contract shall have an initial term of five (5) years, beginning on the date of final Contract execution (the “Effective Date”), whichever is later.

At the end of the Contract’s initial term, the State 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 State will give the Vendor written notice of its intent to exercise each option no later than sixty (60) 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 State 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

BCCC’s primary banking services included in this proposal are organized into four (4) distinct accounts that cannot be commingled. These funds have the following characteristics:

1. County funds – Checks and deposits are made into this account.
2. Federal funds – This account is set up as a “pass-through” and maintains a zero balance.
3. Special funds – Checks and deposits are made into this account. The account should accrue interest.
4. Payroll – Deposits/wire transfers are made into this account. All payroll checks are processed via direct deposit. Tax payments are drafted from this account. No manual checks are written from this account.

Analysis statements are included at the end of this RFP for review. Items have been redacted for confidentiality. Peak volumes occur during spring, summer, and fall registration periods, which are typically early January, mid-May, and mid-August. The analysis statement covers the county and institutional funds. The College has a payroll account, which zeros out after each payroll.

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 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 State 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 State 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 State 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 State 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.

2.3 RFP SCHEDULE

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

Event	Responsibility	Date and Time
Issue RFP	State	Wednesday, January 28, 2026 at 5:30 p.m.
Submit Written Questions	Vendor	Monday, February 9, 2026 at 5:30 p.m.
Provide Response to Questions	State	Wednesday, February 11, 2026 at 5:30 p.m.
Submit Proposals	Vendor	Wednesday, February 25, 2026 at 3:00 p.m.
Contract Award	State	July 1, 2026

2.4 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 latanya.starkie-windley@beaufortccc.edu by the date and time specified above. Vendors should enter "RFP # 78-202600128: 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 State’s response, and any additional terms deemed necessary by the State 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 State 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.

2.5 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. 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.

If applicable to this RFP and using eVP, 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, the Department may release an unredacted version if a record request is received.

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 State’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.

2.6 PROPOSAL CONTENTS

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 State rejecting Vendor’s proposal, in the State’s sole discretion.

Vendor RFP responses shall include the following items and attachments, which shall be arranged in the following order:

- a) Cover Letter, which must contain 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) Completed version of ATTACHMENT A: PRICING
- f) Completed version of ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION
- g) Completed version of ATTACHMENT E: CUSTOMER REFERENCE FORM
- h) Completed version of ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR
- i) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION

2.7 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.

2.8 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.

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 State 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 State’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.

The State 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 procurement lead 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 procurement lead 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 State 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 State 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 State.

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 are 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.

3.4 EVALUATION CRITERIA

- Services offered meeting required specifications: 40%
- Costs/interest income associated with accounts: 30%
- Dedicated Local Support: 20%
- Proximity to BCCC's campus: 10%

In addition to the general criteria in G.S. 143-52 which may or may not be relevant to this RFP, all qualified proposals will be evaluated, and award made based on considering the following criteria, to result in an award most advantageous to the State:

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 stated 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 State 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 State.

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 State:

1. Vendor Technical Approach
2. Vendor Qualifications
3. Vendor Experience/References
4. Pricing

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 State 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 State:

- a) Total cost to the State
- b) Level of quality provided by the Vendor
- c) Process and performance capability across multiple jurisdictions
- d) Protection of the State's information and intellectual property

- e) Availability of pertinent skills
- f) Ability to understand the State's business requirements and internal operational culture
- g) Particular risk factors such as the security of the State'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 State; 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 State will take into consideration the degree to which Vendors have proposed or failed to propose solutions that will satisfy the State'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 State 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 State 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.

1. The financial institution must be federally chartered or State of NC chartered banking institution.
2. The financial institution must be designated by the NC Department of State Treasurer as an "official depository" pursuant to NC General Statute 147-78. By submitting a proposal, the financial institution is acknowledging that they have read and comply with the requirements as shown or referenced in the publication "Guidelines for Official Depositories of State Funds" as revised December 2022.
3. Financial institutions in North Carolina serving as official depositories for public funds, as well as the organizations which deposit these funds, are subject to statutory and regulatory requirements regarding the collateralization of certain public deposits. These statutory and regulatory requirements are codified in the North Carolina Administrative Code – Title 20, Chapter 7. The State Treasurer's publication entitled Collateralization of Public Deposits in North Carolina contains the applicable Administrative Code pertaining to the collateralization requirements, as well as a general explanation of the code. The Administrative Code requires all depositories to collateralize public deposits in excess of federal depository insurance coverage by using one of two methods, dedicated or pooled. Under the dedicated method, a separate escrow account is established by each depository in the name of each local governmental unit and the responsibility of monitoring collateralization rests with the local unit. Under the pooling method, each depository establishes an escrow account in the name of the State Treasurer to secure all of its public deposits. This method shifts the monitoring responsibility from the local unit to the State Treasurer. The method required under this proposal is the pooling method. All accounts included in this RFP must be collateralized as public funds.

4.1 PRICING

Proposal price shall constitute the total cost to the State 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 COST PROPOSAL

Cost Proposal

The Cost Proposal shall be submitted and contain:

- a) Transaction costs or fees associated with any and all transactions, services, supplies, or equipment provided.
- b) Any penalties for early withdrawal on certificates of deposit or any waivers of penalties.
- c) A list of credit cards honored by the bank and the proposed charge to BCCC for their use.
- d) Any other potential fees or costs that BCCC could potentially incur in doing business with your financial institution.
- e) BCCC expects that all fees, costs, or penalties will be fixed for the term of this agreement. If not, please explain.
- f) Interest rates for funds on deposit as of January 2026.

Note: When the bid is awarded, the successful bidder will be responsible for providing BCCC with a designated contact person and with notifying all branches of the terms and conditions of this agreement.

Technical Approach

The technical proposal should also address each of the following:

- a) The Offeror should describe in detail any special considerations or limitations your bank places on any transactions. This would include but not be limited to deposits of coins or the use of drive-through windows. No response will be interpreted that no special procedures will be placed upon that particular transaction or method.
- b) Include a description of investment programs available including but not limited to interest bearing checking or other programs designed for governmental or institutional depositors. Include the rate structure for deposited funds and any restrictions that might apply. Rates should be stated as of January 2026.
- c) Provide information pertaining to collateralization of public deposits. State the option utilized by the bank. Must comply with Department of State Treasury. Include methods for various account types.
- d) Provide an attachment listing the physical address of the branch in Beaufort County.
- e) A list of credit cards honored by the bank.
- f) Copies of bank's quarterly/annual reports which are filed with the State Treasurer.

4.3 FINANCIAL STABILITY

Each Vendor shall submit the following financial documentation with its Proposal:

- Recent audited or reviewed financial statements prepared by an independent certified public accountant (CPA) that shall include, at a minimum, a balance sheet, income statement (i.e., profit/loss statement), and cash flow statement and, if the audited or reviewed financial statements were prepared more than six (6) months prior to the issuance of this RFP, the Offeror shall submit its most recent internal financial statements (balance sheet, income statement and cash flow statement or budget with entries reflecting revenues and expenditures from the date of the audited or reviewed financial statements to the end of the most recent financial reporting period (i.e., the quarter or month preceding the issuance date of this RFP); or

- Recent compiled financial statements prepared by an independent CPA that shall include, at a minimum, a balance sheet, income statement (i.e., profit/loss statement), and cash flow statement and, if the compiled financial statements were prepared more than three (3) months prior to the issuance of this RFP, the Offeror shall submit its most recent internal financial statements (balance sheet, income statement, and cash flow statement or budget with entries reflecting revenues and expenditures to date), and other evidence of financial stability such as most recently filed income tax return, evidence of a line of credit/loans/other type of financing with statement of amount in use/outstanding balance (e.g., a complete copy commitment letter, loan agreement, billing statement reflecting the line of credit, or statement from lender acknowledging the commitment to fund the Offeror’s stated financing), performance bond, personal guaranty with copies of personal income tax filing and statement of net worth or such other evidence that is accurate, reliable, and trustworthy regarding the Offeror’s financial stability. Recent shall be defined as financial statements that were prepared within the 12 months preceding the issuance date of this RFP.

Consolidated financial statements of the Offeror’s parent or related corporation/business entity shall not be considered, unless:

(1) the Offeror’s actual financial performance for the designated period is separately identified in and/or attached to the consolidated statements; (2) the parent or related corporation/business entity provides the State with a document wherein the parent or related corporation/business entity will be financially responsible for the Offeror’s performance of the contract and the consolidated statement demonstrates the parent or related corporation’s/business entity’s financial ability to perform the contract, financial stability, and/or such other financial considerations identified in the evaluation criteria; and/or (3) Offeror provides its own internally prepared financial statements and such other evidence of its own financial stability identified above.

The Offeror’s failure to provide any of the above-referenced financial statements or failure to submit all the requested financial statements may result in the rejection of the Offeror’s proposal and rejection is more likely to occur if other Offerors provide financial documentation in compliance with the foregoing provisions. Offerors are also encouraged to explain any negative financial information in its financial statements and are encouraged to provide documentation supporting those explanations.

Financial information, statements, and/or documents submitted with a proposal shall be evaluated to determine: whether the Vendor has sufficient ability to perform the contract; whether the Vendor is able to meet its short term obligations, debts, liabilities, payroll, and expenses; whether Vendor has provided complete, reliable, and accurate financial information regarding its business operation; whether the Vendor is financially solvent; and whether Vendor has sufficient cash flow and/or available financing from a financial institution to perform the proposed contract for 60 days without receiving payment from the State. Financial information of non-public entities may be marked as confidential in accordance with paragraph 11 of ATTACHMENT B: INSTRUCTIONS TO VENDORS.

4.4 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 State’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.

4.5 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 State. Vendor shall provide information as to the qualifications and experience of all

executive, managerial, legal, and professional personnel to be assigned to this project, including resumes citing experience with similar projects and the responsibilities to be assigned to each person.

4.6 REFERENCES

Vendor shall provide at least three (3) references, using ATTACHMENT E: CUSTOMER REFERENCE FORM, for which it has provided Services of similar size and scope to those proposed herein. References shall not be from the same company or from the soliciting State entity. In addition, Vendor shall provide references for and identify other government contracts it has received, for which your company has provided services of similar size and scope. The State may contact these users to determine whether the Services provided are substantially similar in scope to those proposed herein and whether Vendor’s performance has been satisfactory. The information obtained may be considered in the evaluation of the Proposal.

4.7 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 State.

4.8 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 State. 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 State will approve or disapprove the requested substitution in a timely manner. The State may, in its sole discretion, terminate the Services of any person providing Services under this Contract. Upon such termination, the State may request acceptable substitute personnel or terminate the contract Services provided by such personnel.

4.9 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 State 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.

4.10 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.

Proposed Banking Services

1. Provide a detailed description of how your institution will deliver the requested banking services, including payment processing, account management, reporting, and any other services outlined in this RFP, to effectively meet the College's needs.
2. Describe the bank's disaster recovery procedures.
3. Describe the bank's means for providing electronic access to all College accounts.
4. Provide any sample statements, etc. that may be useful in reviewing the proposed services.
5. Other information, services, etc. for proposed services.

Unavailable Services

1. Please provide a detailed list of any of the services requested that your institution is unable to provide.

Implementation

1. **Implementation Experience:** Please provide detailed responses to the following questions regarding your financial institution's experience implementing banking services for institutions similar in size and scope:
 - a. Describe your experience in providing banking services to public sector clients, including higher education institutions, municipalities, or other governmental entities.
 - b. Describe your experience integrating with higher education ERP systems (e.g., Ellucian Colleague).
 - c. How many new client implementations has your organization successfully completed in the last three years? Please indicate which, if any, were for institutions similar in size and complexity.
 - d. Do you have a dedicated implementation team or project manager? Please describe the team members and their roles during the implementation process.
 - e. What level of involvement is required from the client during implementation?
2. **Proposed Implementation Timeline:** Please include a detailed implementation plan that outlines the following:
 - a. A proposed timeline from award to full implementation of services.
 - b. Key milestones in the implementation process (e.g., contract execution, account setup, training, system integrations, testing, and go-live).
 - c. Estimated duration of each milestone and any dependencies that could impact the timeline.
 - d. Describe your approach to transition planning and how you minimize disruption to the client's ongoing operations.
 - e. What contingency plans are in place in the event of delays or unexpected issues?
 - f. What training and support will be provided to staff before, during, and after implementation?
3. **Implementation Fees:**
 - a. Detail any specific costs relating to the implementation, including any expenses the financial institution may incur for programming, IT Setup, or other integration efforts required to ensure the new system works with existing systems.

Ongoing Support

Post-implementation, ongoing support is critical to BCCC. Provide information for how your firm will provide support, including:

1. **Banking Support:**
 - a. Describe how relationship management works and escalation protocols.
 - b. Where is the banking support located?

2. Technical Support:

- a. Describe the availability of your firm’s dedicated support team.
- b. How does the BCCC Business Office Team interact with this support?
- c. Provide specific SLA response times for issues encountered.
- d. Where is the technical support located?

3. Training Beyond Implementation:

- a. Specify the frequency and availability of refresher training for BCCC staff.

4.11 AGENCY INSURANCE REQUIREMENTS MODIFICATION

A. Default Insurance Coverage from the General Terms and Conditions applicable to this Solicitation:

- Contract value in excess of the Small Purchase threshold, but up to \$1,000,000.00

5.0 SPECIFICATIONS AND SCOPE OF WORK

5.1 GENERAL

The bidder should carefully review the listing of desired services set forth below and qualify those services which the financial institution is unable to provide or may provide in a limited or conditional manner. Statement of qualifications should be noted and included in the proposal package.

- 1. Supply deposit bags at no charge.

- 2. Provide deposit slips as per specifications set forth by BCCC at no additional cost. Note that checks are printed by BCCC using custom print software.

- 3. Cash BCCC checks issued to students and drawn on financial institution at no charge.

- 4. Ability to invest idle balances overnight and earn competitive rates.

- 5. Dedicated customer service representative from your financial institution who is our primary point of contact for any assistance that may be required.

Account Maintenance Services:

- 6. Financial institution must provide monthly statements for all accounts to the college by the 5th of the subsequent month. Online statement capability is preferred.

7. Provide monthly automatic account reconciliation and reports to aid in reconciling bank accounts. BCCC expects the ability to upload positive pay files to the financial institution daily and download cleared checks in NACHA format for import into our computer system monthly. BCCC also expects all reconciliation activity to be based on a calendar month.

8. Provide positive pay services on checks. This includes payee verification. Your bank’s procedures and methodologies should be explained in the proposal. Provide secure FTP for uploading and downloading of data.

9. Email notification capability of account activity (to be specified on a per person basis) that would include positive pay exceptions, deposit notifications, positive pay uploads, ACH positive pay activity, and other such account activity. Persons to be designated to receive emails should be adjustable by BCCC personnel.

Electronic/Online Banking:

10. Ability to initiate and accept electronic forms of payment (such as electronic funds transfers, wires, ACH’s, etc.) via online including, but not limited to, federal and state tax remissions. BCCC does not draft accounts for collections/receivables.

11. Monthly electronic deposit of net pay for approximately 176 full-time and 338 part-time employees. A copy of your bank’s procedures and time considerations for transmission of data and any indemnifications given in the event of bank error or omission should be enclosed.

12. Remote deposit capture functionality. The remote image deposit must allow for capture of front and back of check with one (1) scan, automatically prepare deposit, provide for security of transmission, and locally store information. Detailed and summary reports are required.

13. Ability to transmit payments to employees, students and vendors electronically for non-payroll related transactions. Secured FTP is required for transmission of data to the bank.

Can your firm provide same day ACH transactions? Yes No

If yes, what is your cut-off time? _____

14. Must be able to provide online stop payments (with telephone contact as backup alternative).

15. Online inquiry application that allows BCCC to view account activity, interim statements, check images, and any other transactions. BCCC must be able to assign different account access to staff.

16. Dedicated point of contact in your financial institution’s ACH department who can assist when necessary.

5.2 SPECIFICATIONS

Qualifications – The bank must be chartered to operate in North Carolina, have branch offices within the geographic boundaries of BCCC, and be insured by the FDIC.

The vendor certifies that they currently maintain a branch in Washington, NC. Furthermore, the Offeror agrees that any contract resulting from this RFP shall be null and void if their only local branch closes.

All accounts shall be considered Public Funds accounts and will be collateralized using the pooling method.

NC Dept. of State Treasurer guidelines for official depositories of college funds must be adhered to. These guidelines may be found at: <https://www.nctreasurer.com/documents/files/fod/guidelines-official-depositories-state-funds/download?attachment>

Primary Relationship Manager – The bank 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.

The specific items and any specifications that the Procurement Entity is seeking are listed below. Items offered by the Vendor must meet or exceed the listed Specifications to be considered for award.

Item #	Specifications
1	The institution must be able to provide the following deposit accounts: <ul style="list-style-type: none"> • Institutional Funds – Checking • County Funds – Checking • State Tuition – Funds swept to NC DST daily • State STIF account – Funds Swept to NC DST daily • ACH/Direct Deposit: Account will generally maintain a zero balance except when ACH and Direct Deposit transactions are processed.
2	The institution must be a 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.
3	The institution must have a demonstrated ability to handle high-volume, complex payment processing securely and efficiently.
4	The institution must have branch offices within the geographic boundaries of BCCC: <ul style="list-style-type: none"> • The vendor certifies that they currently maintain a branch in Washington, NC. Furthermore, the Offeror agrees that any contract resulting from this RFP shall be null and void if their only local branch closes.
5	Accounts must be able to accept deposits, including cash and change and ACH deposits and wire transfers.
6	Accounts must be able to provide the college with the capability to transmit 2 monthly payrolls electronically and E-check files periodically to be processed as outgoing direct deposit through ACH; preferably funds for these outgoing ACH payments to be deposited by the College the day before the process date.
7	ACH Activity Report preferred to be e-mailed (if you don’t email your ACH Activity Report, please describe how the College would gain access to these reports).
8	Accounts must allow funds to be drafted via ACH for payroll taxes, etc.

9	Accounts preferred to provide a UPIC account for incoming ACH deposits or a functionally similar option that allows the College to accept ACH Deposits without using live banking account information.
10	Accounts must offer, Positive Pay for checks, ACH Fraud Control, and wire transfer functionality.
11	Bank must provide a monthly statement for all accounts by the 5th of the subsequent month.
12	Cleared checks that appear on monthly statements must be in numerical order.
13	Monthly account analysis report that shows overall activity in all accounts with all associated fees. The report must itemize monthly activity charges and the computation of the Bank’s net monthly earning on average collected balance.
14	Provide all deposit slips; include charges, if any, on the Fee Schedule.
15	Provide bank bags.
16	Financial Institution must provide the following: 1. On-line account management services: a) Stop payments b) Bank transfers c) Daily activity on all accounts d) Provide minimum of seven years for cleared checks with images e) Provide approve/reject for ACH fraud control items presented f) Provide approve/reject for Positive Pay items presented
17	The College will make every effort to assure 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.
18	The College shall be notified each day via email regarding deposited items returned for non-payment. The bank shall re-deposit NSF checks a second time prior to debiting the College’s account and returning the check to the College. Checks re-deposited shall be clearly stamped with a notation that this action has taken place. The check should be returned to the 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.
19	Institution must maintain Fraud Protection and security measures on all accounts. Institution must provide a summary of these measures to the College upon request.
20	The Bank must maintain a current disaster recovery plan including specific plans related to serving the College in the event of a disaster.
21	The Bank must certify that they provide a current SOC upon request.

6.0 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.

6.1 CONTRACT MANAGER AND CUSTOMER SERVICE

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

Contract Manager Point of Contact	
Name:	
Office Phone #:	
Mobile Phone #:	
Email:	

The Vendor shall be required to designate and make available to the State for customer service. The customer service point of contact shall be the State’s point of contact for customer service-related issues (define roles and responsibilities).

Customer Service Point of Contact	
Name:	
Office Phone #:	
Mobile Phone #:	
Email:	

6.2 CONTINUOUS IMPROVEMENT

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

6.3 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 Manager.

The State 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 State 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 State may exercise any and all rights hereunder, including, for Goods deliverables, such rights provided by the Uniform Commercial Code, as adopted in North Carolina.

6.4 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 State, at the option of the State, 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 State or its designees. If the State 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 State 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.

6.5 DISPUTE RESOLUTION

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 State’s Contract Manager for resolution. Any claims by the State 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.

6.6 CONTRACT CHANGES

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

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7.0 ATTACHMENTS

****IMPORTANT NOTICE****
RETURN THE REQUIRED ATTACHMENTS WITH YOUR RESPONSE
FOLLOW THE LINKS TO ACCESS EACH ATTACHMENT

ATTACHMENT A: PRICING

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

A cost sheet listing any and all costs related to any and all services must be included with your bid package when submitted. Any charges that are not listed will not be accepted by BCCC at any time during the contract period. If a service is at no charge, that should be stated in your cost proposal.

Below is a table listing service with a column for you to include costs and frequency/unit of measure. This table is NOT all inclusive. There are blank lines for you to include any additional services and related costs to BCCC.

Service/Item	Cost	Frequency/Unit of Measure Indicate if cost is per transaction, month, year, each, etc.
Checking Account Fees		
Returned Check Fees to BCCC		
Account Maintenance Services		
Online/Electronic Banking Fees		
Wire Transfer Services Fees		
ACH Services Fees		
Positive Pay Services		

OR

Monthly Fee Type	Fee Charged (enter \$0 if no charge)	Number of Accounts Subject to Fee
Account Maintenance Fee		
Online Access Fee		
UPIC Monthly Maintenance		
Positive Pay Monthly Maintenance		
ACH Fraud Control Monthly Maintenance		
Monthly Support		
List Any Other Monthly Fees Below:		

Transaction Costs	Fee Charged (enter \$0 if no charge)	Number of Accounts Subject to Fee
Per Deposited Item		
Per Coin/Currency Deposited Item		
Per Deposited ACH Item		
Fee Per Check Paid		
Check Image Per Check		
Outgoing ACH Fees Per File		
Positive Pay Charge Per Check		
Stop Payment		
Outgoing Wire Transfer		
ACH Fraud Control Exceptions		
Returned Deposit Item Charge		
ACH Return/Notification of Change		
Positive Pay Exception Charge		
List Any Other Transaction Costs Below		

Please describe whether accounts are eligible for Earnings Credit Allowance, Interest Income, or both.

Please Provide Rate on Below Items:	Rate
Earning Credit Allowance	
Usage Rate Based on Balances	

Implementation Fees Per Section 4.9 (List any specific costs relating to implementation).	
	\$
	\$
	\$
	\$

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/pandc/onlineforms/pc-hub-supplemental-vendor-information-92021-pdf/open>

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/pandc/onlineforms/pc-worker-location-92021-pdf/open>

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/pandc/onlineforms/pc-certification-financial-condition-92021-pdf/open>

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

ATTACHMENT H: HISTORICAL ACCOUNT ANALYSIS

CLIENT ANALYSIS STATEMENT



0338 0000 0011819 9004
DECEMBER 2025

RELATIONSHIP SUMMARY

WELLS FARGO BANK, N.A.
CHARLOTTE METRO EAST RCBO
301 S TRYON ST, MACD1130-286
CHARLOTTE, NC 28232

Office:
Phone No.:

RAWLS, KAREN F
803-367-4041

BEAUFORT COUNTY COMMUNITY COLLEGE
5337 US HIGHWAY 264 E
WASHINGTON*NC*27889-7889

TO LEARN ABOUT STATEMENT CHANGES THAT
ARE EFFECTIVE JANUARY 1, 2026, VISIT
WELLSFARGO.COM/ACCOUNTANALYSIS

ANALYSIS SUMMARY

Average Positive Collected Balance.....	\$	1,357,201.62
Investible Balance Available for Services.....	=	1,357,201.62
Earnings Allowance.....@ 0.70%.....	\$	806.89
Net Earnings Allowance.....	=	806.89
Current Month Analyzed Charges.....	-	991.85
Current Month Position.....	=	(184.96)
Net Shortfall Due.....	\$	184.96
Total Amount Due.....	\$	184.96

TOTAL AMT DUE WILL BE DEBITED TO _____ JAN 12, 2026.

BALANCE SUMMARY

Account Number	Account Name	Average Ledger	Average Collected	Average Daily Negative Coll	Negative Coll Use of Fund Rate	Service Charge
	BEAUFORT COUNTY COMMUNITY COLLEGE	0.00	0.00	0.00	0.00%	40.50
	BEAUFORT COUNTY COMMUNITY COLLEGE	567,146.41	533,952.99	0.00	0.00%	447.37
	BEAUFORT COUNTY	366,578.85	346,346.69	0.00	0.00%	242.10
	BEAUFORT CO COMM COLLEGE	559,539.66	476,826.17	-75.77	9.82%	261.88

* Indicates billing account

SERVICE DETAIL

Svc Code	AFP Code	Service Description	Unit Price	Volume	Service Charges
ODACT	00 0210	DAILY USE OF UNCOLL FUNDS-ACCT LVL	1.00000	0.64	0.64
IAMB	00 0230	RECOUPMENT MONTHLY IB	0.12750	1,493.39	190.39
		BALANCE & COMPENSATION INFORMATION			191.03
22051	01 0000	ACCT MAINTENANCE	18.00000	4.00	72.00
CK021	01 0100	DEBITS POSTED	0.18000	32.00	5.76
		GENERAL ACCOUNT SERVICES			77.76
08052	10 0006	BRANCH DEPOSIT	6.00000	17.00	102.00
002	10 0224	DEPOSITED CHECK	0.40000	31.00	12.40
CK161	10 0006	CASH DEPOSITED IN WF BRANCH	0.00500	1,247.00	7.48
CK197	10 0040	CASH ORDER FEE IN A WF BRANCH	15.00000	3.00	45.00
CK131	10 0040	ROLLED COIN FURNISHED BY WF BRANCH	0.80000	14.00	11.20
CK141	10 0040	CURRENCY FURNISHED BY WF BRANCH	0.00500	400.00	2.40
		DEPOSITORY SERVICES			180.48
MD091	15 0240	PYMT AUTH MAX CHECK MONTHLY BASE	5.00000	1.00	5.00
12681	15 0030	POSITIVE PAY ONLY MONTHLY BASE	17.50000	3.00	52.50
12682	15 0120	POSITIVE PAY ONLY - ITEM	0.05000	16.00	0.80
22225	15 0340	CHECK CASHING THRESHOLD MO BASE	10.00000	1.00	10.00

01/26/2026

DDA

BEAUCOCOC0001 DECEMBER 2025 Member FDIC

1/6

CLIENT ANALYSIS STATEMENT



22235	15 0240	OTC DEBIT BLOCK MONTHLY BASE	10.0000	1.00	10.00
22245	15 0240	CHECKS PAY TO INDIV BLOCK MO BASE	10.0000	1.00	10.00
22202	15 0100	DDA CHECKS PAID	0.35000	15.00	5.25
		PAPER DISBURSEMENT SERVICES			93.55
34337	20 0201	ONLINE CHECK ISSUES-ITEM	0.00000	16.00	0.00
12687	20 9999	ARP AGED ISSUE RECORDS ON FILE-ITEM	0.00000	6.00	0.00
		PAPER DISBURSEMENT RECON SERVICES			0.00
34330	25 0703	ACH SUBSCRIPTION PER CO ID	25.00000	3.00	75.00
CK018	25 0201	ELECTRONIC CREDITS POSTED	0.20000	86.00	17.20
ES280	25 0000	ACH MONTHLY BASE	25.00000	3.00	75.00
ES211	25 0102	ACH FUTURE DATED ITEM	0.10000	428.00	42.80
ES344	25 0202	ACH RECEIVED ITEM	0.00000	120.00	0.00
ES349	25 0220	ACH RECEIVED ADDENDA	0.03000	89.00	2.67
ES801	25 0501	ACH TRANSMISSION CHARGE	5.00000	7.00	35.00
ES802	25 0501	ACH TRANSMISSION SPECIAL	5.00000	4.00	20.00
34333	25 1050	ACH FRAUD FILTER REVIEW MO BASE	5.00000	4.00	20.00
		GENERAL ACH SERVICES			287.67
34101	40 0052	PLUS INFO RPTG BASE PER ACCT	40.00000	4.00	160.00
34129	40 0055	REPORTING ITEMS LOADED	0.01000	136.00	1.36
		INFORMATION SERVICES			161.36
		Total Analyzed Charges			991.85
		Total Fee Based Charges			0.00
		Total Service Charges			991.85

TREND ANALYSIS

Month	Average	Average Positive	Investable	Earnings	Earnings	Fee Based	Analyzed	Monthly
	Lodger	Collected	Balance	Credit	Allowance	Charges	Charges	Position
	Balance	Balance	for Services	Rate				
JUL 2025	1,518,524	1,395,897	1,395,897	1.20%	1,423	0	1,615	(192)
AUG 2025	1,071,804	989,555	989,555	1.20%	1,009	0	1,991	(982)
SEP 2025	949,657	771,249	771,249	1.00%	634	0	3,989	(3,355)
OCT 2025	999,979	795,762	795,762	1.00%	676	0	1,376	(700)
NOV 2025	1,073,370	957,893	957,893	0.80%	630	0	894	(264)
DEC 2025	1,493,285	1,357,202	1,357,202	0.70%	807	0	992	(185)
AVG	1,184,437	1,044,593	1,044,593					

Note: Customer must examine this statement and report to Bank any claim for credit or refund within 60 days after Bank makes the statement available. If Bank does not receive notice of error or discrepancy within this time frame, items on the statement will be deemed to be correct.

CLIENT ANALYSIS STATEMENT



0182 0000 0011819 5552
DECEMBER 2025

ACCOUNT SUMMARY

WELLS FARGO BANK, N.A.
PO BOX 63020
SAN FRANCISCO, CA 94163

Officer:
Phone No.:

RAWLS, KAREN F
803-367-4041

BEAUFORT COUNTY COMMUNITY COLLEGE
FEDERAL FUNDS
5337 US HIGHWAY 264 E
WASHINGTON, NC 27889-7889

Average Positive Collected Balance.....	\$	0.00
Investable Balance Available for Services.....	=	0.00
Earnings Allowance.....@ 0.70%.....	\$	0.00
Current Month Analyzed Charges.....	-	40.50

BALANCE SUMMARY

Account Number	Account Name	Average Ledger	Average Collected	Average Daily Negative Coll	Negative Coll Use of Fund Rate	Service Charge
	BEAUFORT COUNTY COMMUNITY COLLEGE	0.00	0.00	0.00	0.00%	40.50

SERVICE DETAIL

Svc Code	AFP Code	Service Description	Unit Price	Volume	Service Charge
22051	01 0000	ACCT MAINTENANCE	18.00000	1.00	18.00
		GENERAL ACCOUNT SERVICES			18.00
12681	15 0030	POSITIVE PAY ONLY MONTHLY BASE	17.50000	1.00	17.50
		PAPER DISBURSEMENT SERVICES			17.50
34333	25 1050	ACH FRAUD FILTER REVIEW MO BASE	5.00000	1.00	5.00
		GENERAL ACH SERVICES			5.00
Total Analyzed Charges					40.50
Total Fee Based Charges					0.00
Total Service Charges					40.50

CLIENT ANALYSIS STATEMENT



0338 0000 0011819 6316
DECEMBER 2025

ACCOUNT SUMMARY

WELLS FARGO BANK, N.A.
CHARLOTTE METRO EAST RCBO
301 S TRYON ST, MAC D1130-286
CHARLOTTE, NC 28283

Officer:
Phone No.:

RAWLS, KAREN F
803-367-4041

BEAUFORT COUNTY COMMUNITY COLLEGE
5337 US HIGHWAY 264 E
WASHINGTON*NC*27889-7889

Average Positive Collected Balance.....	\$	533,952.99
Investable Balance Available for Services.....	=	533,952.99
Earnings Allowance.....@ 0.70%.....	\$	317.45
Current Month Analyzed Charges.....	-	447.37

BALANCE SUMMARY

Account Number	Account Name	Average Ledger	Average Collected	Average Daily Negative Coll	Negative Coll Use of Fund Rate	Service Charge
	BEAUFORT COUNTY COMMUNITY COLLEGE	567,146.41	533,952.99	0.00	0.00%	447.37

SERVICE DETAIL

Svc Code	AFP Code	Service Description	Unit Price	Volume	Service Charges
IAMIB	00 0230	RECOUPMENT MONTHLY IB	0.12750	567.15	72.31
		BALANCE & COMPENSATION INFORMATION			72.31
22051	01 0000	ACCT MAINTENANCE	18.00000	1.00	18.00
		GENERAL ACCOUNT SERVICES			18.00
08052	10 0006	BRANCH DEPOSIT	6.00000	6.00	36.00
002	10 0224	DEPOSITED CHECK	0.40000	8.00	3.20
CK197	10 0040	CASH ORDER FEE IN A WF BRANCH	15.00000	3.00	45.00
CK131	10 0040	ROLLED COIN FURNISHED BY WF BRANCH	0.80000	14.00	11.20
CK141	10 0040	CURRENCY FURNISHED BY WF BRANCH	0.00600	400.00	2.40
		DEPOSITORY SERVICES			97.80
12681	15 0030	POSITIVE PAY ONLY MONTHLY BASE	17.50000	1.00	17.50
12682	15 0120	POSITIVE PAY ONLY - ITEM	0.05000	1.00	0.05
22202	15 0100	DDA CHECKS PAID	0.35000	1.00	0.35
		PAPER DISBURSEMENT SERVICES			17.90
34337	20 0201	ONLINE CHECK ISSUES-ITEM	0.00000	16.00	0.00
		PAPER DISBURSEMENT RECON SERVICES			0.00
34330	25 0703	ACH SUBSCRIPTION PER CO ID	25.00000	3.00	75.00
34333	25 1050	ACH FRAUD FILTER REVIEW MO BASE	5.00000	1.00	5.00
		GENERAL ACH SERVICES			80.00
34101	40 0052	PLUS INFO RPTG BASE PER ACCT	40.00000	4.00	160.00
34129	40 0055	REPORTING ITEMS LOADED	0.01000	136.00	1.36
		INFORMATION SERVICES			161.36
Total Analyzed Charges					447.37
Total Fee Based Charges					0.00
Total Service Charges					447.37

CLIENT ANALYSIS STATEMENT



0318 0000 0011819 6901
DECEMBER 2025

ACCOUNT SUMMARY

WELLS FARGO BANK, N.A.
CHARLOTTE METRO EAST RCBO
301 S TRYON ST, MAC D1130-286
CHARLOTTE, NC 28262

Officer:
Phone No.:

RAWLS, KAREN F
803-367-4041

BEAUFORT COUNTY
COMMUNITY COLLEGE
5337 US HIGHWAY 264 E
WASHINGTON, NC 27889-7889

Average Positive Collected Balance.....	\$	346,346.69
Investable Balance Available for Services.....	=	346,346.69
Earnings Allowance.....@ 0.70%.....	\$	205.91
Current Month Analyzed Charges.....	-	242.10

BALANCE SUMMARY

Account Number	Account Name	Average Ledger	Average Collected	Average Daily Negative Coll	Negative Coll Use of Fund Rate	Service Charge
	BEAUFORT COUNTY	366,578.85	346,346.69	0.00	0.00%	242.10

* Indicates billing account

SERVICE DETAIL

Svc Code	AFP Code	Service Description	Unit Price	Volume	Service Charge
1AMB	00 0230	RECOUPMENT MONTHLY IB	0.12750	366.58	46.74
		BALANCE & COMPENSATION INFORMATION			46.74
22051	01 0000	ACCT MAINTENANCE	18.00000	1.00	18.00
CK021	01 0100	DEBITS POSTED	0.18000	12.00	2.16
		GENERAL ACCOUNT SERVICES			20.16
08052	10 0006	BRANCH DEPOSIT	6.00000	7.00	42.00
002	10 0224	DEPOSITED CHECK	0.40000	19.00	7.60
CK161	10 0006	CASH DEPOSITED IN WF BRANCH	0.00000	1,247.00	7.48
		DEPOSITORY SERVICES			57.08
12681	15 0030	POSITIVE PAY ONLY MONTHLY BASE	17.50000	1.00	17.50
12682	15 0120	POSITIVE PAY ONLY - ITEM	0.05000	15.00	0.75
22202	15 0100	DDA CHECKS PAID	0.35000	14.00	4.90
		PAPER DISBURSEMENT SERVICES			23.15
12687	20 9999	AKP AGED ISSUE RECORDS ON FILE-ITEM	0.00000	6.00	0.00
		PAPER DISBURSEMENT RECON SERVICES			0.00
CK018	25 0201	ELECTRONIC CREDITS POSTED	0.20000	81.00	16.20
ES280	25 0000	ACH MONTHLY BASE	25.00000	2.00	50.00
ES211	25 0102	ACH FUTURE DATED ITEM	0.10000	17.00	1.70
ES344	25 0202	ACH RECEIVED ITEM	0.00000	95.00	0.00
ES349	25 0220	ACH RECEIVED ADDENDA	0.03000	69.00	2.07
ES802	25 0501	ACH TRANSMISSION SPECIAL	5.00000	4.00	20.00
34333	25 1050	ACH FRAUD FILTER REVIEW MO BASE	5.00000	1.00	5.00
		GENERAL ACH SERVICES			94.97
Total Analyzed Charges					242.10
Total Fee Based Charges					0.00
Total Service Charges					242.10

CLIENT ANALYSIS STATEMENT



0339 0989 0011819 01.2
DECEMBER 2025

ACCOUNT SUMMARY

WELLS FARGO BANK, N.A.
CHARLOTTE METRO EAST RCBO
301 S TRYON ST, MAC D#1130-286
CHARLOTTE, NC 28282

Officer:
Phone No.:

RAWLS, KAREN F
803-367-4041

BEAUFORT CO COMM COLLEGE
PAYROLL ACCOUNT
PO BOX 1069
WASHINGTON, NC 27889-0060

Average Positive Collected Balance.....	\$	476,901.94
Investible Balance Available for Services.....	-	476,901.94
Earnings Allowance.....@ 0.70%.....	\$	283.53
Current Month Analyzed Charges.....	-	261.88

BALANCE SUMMARY

Account Number	Account Name	Average Ledger	Average Collected	Average Daily Negative Coll	Negative Coll Use of Fund Rate	Service Charge
	BEAUFORT CO COMM COLLEGE	\$59,559.66	476,826.17	-75.77	9.82%	261.88

SERVICE DETAIL

Svc Code	AFP Code	Service Description	Unit Price	Volume	Service Charge
ODACT	00 0210	DAILY USE OF UNCOLL FUNDS-ACCT LVL	1.00000	0.64	0.64
IAMB	00 0230	RECOUPMENT MONTHLY IB	0.12750	559.56	71.34
		BALANCE & COMPENSATION INFORMATION			71.98
22051	01 6000	ACCT MAINTENANCE	18.00000	1.00	18.00
CK021	01 0100	DEBITS POSTED	0.18000	20.00	3.60
		GENERAL ACCOUNT SERVICES			21.60
08052	10 0006	BRANCH DEPOSIT	6.00000	4.00	24.00
002	10 0224	DEPOSITED CHECK	0.40000	4.00	1.60
		DEPOSITORY SERVICES			25.60
MD091	15 0240	FYMT AUTH MAX CHECK MTHLY BASE	5.00000	1.00	5.00
22225	15 0240	CHECK CASHING THRESHOLD MO BASE	10.00000	1.00	10.00
22235	15 0240	OTC DEBIT BLOCK MONTHLY BASE	10.00000	1.00	10.00
22245	15 0240	CHECKS PAY TO INDIV BLOCK MO BASE	10.00000	1.00	10.00
		PAPER DISBURSEMENT SERVICES			35.00
CK018	25 0201	ELECTRONIC CREDITS POSTED	0.20000	5.00	1.00
ES280	25 0000	ACH MONTHLY BASE	25.00000	1.00	25.00
ES211	25 0102	ACH FUTURE DATED ITEM	0.10000	411.00	41.10
ES344	25 0202	ACH RECEIVED ITEM	0.00000	25.00	0.00
ES349	25 0220	ACH RECEIVED ADDENDA	0.02000	20.00	0.60
ES801	25 0501	ACH TRANSMISSION CHARGE	5.00000	7.00	35.00
34333	25 1050	ACH FRAUD FILTER REVIEW MO BASE	5.00000	1.00	5.00
		GENERAL ACH SERVICES			107.70
Total Analyzed Charges					261.88
Total Fee Based Charges					0.00
Total Service Charges					261.88