

June 26 2008

08-104

ACCEPT PROPOSAL AND AWARD CONTRACT TO  
PROVIDE BANKING SERVICES TO BANK OF  
AMERICA

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FINANCIAL  
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REPORT: The College (Financial Services) has a need to continue  
contracting with a qualified firm to provide banking  
services. The existing contract will expire on June 30,  
2008. Since the cost of service will exceed the \$100,000  
threshold, a formal solicitation process is required to  
award a new contract.

A two (2) phased Request for Proposal (RFP) process  
was released and published on February 29, 2008. The  
RFP was advertised in the Daily Journal of Commerce,  
State of Oregon ORPIN system, and PCC Solicitation  
website. The first (1<sup>st</sup>) phase was to provide responses to  
the Technical Proposal portion of the RFP. This provides  
information to select firms most qualified to meet the  
College's requirements. The second (2<sup>nd</sup>) phase was for  
the selected proposers (from phase 1) to provide pricing  
proposals. Initially, twelve (12) firms registered and  
received copies of the RFP (no MWESB firms available).  
The RFP requested services from full-service financial  
institutions with the ability to meet or exceed the  
College's existing and future financial needs. The  
services will include, but are not limited to: online  
treasury and cash management; control disbursement;  
merchant services; business accounts; fraud prevention,  
and others. The College also requested firms to provide  
solutions, as well as future direction, on the following: 1)  
advanced security features to minimize fraud in all areas

of processing or use of electronic processing of student and vendor payments; 2) suggestions to reduce merchant banking costs that do not involve passing the cost on to students.

On March 28, 2008, at 2:00 P.M., the College received a total of two (2) technical proposals: US Bank and Bank of America. Pricing proposals from both Banks were received on April 30, 2008 at 12:00 P.M. The proposals were evaluated and scored by Committee members based on the following criteria: Presentation, proposed services, cost of services, compatibility and partnership, financial stability, support services, innovations and references.

After doing a comprehensive analysis of both proposals, the committee determined it will be in the best interest of the College to select Bank of America's proposal based on their proposed pricing. Both banks proposed similar core banking services, merchant services, and a signing incentive. The larger incentive combined with lower cost of services proposed by Bank of America will result in more than \$100K in cost savings over three years.

Evaluation scores:

Proposers	Evaluation Score
Bank of America	81
US Bank	77

**Note:** None of the vendors who submitted proposals were MWESB firms.

Financial Services would like to recognize US Bank for the exceptional service they have provided to the College and their partnership for the past years. The College is grateful for all of the things they have done.

**RECOMMENDATION:** That the Board of Directors authorize Financial Services to contract with Bank of America to provide Banking Services. The contract amount will not exceed \$350,000 over a five (5) year period. The contract will be valid initially for three (3) years and, at the College's option, renewable for an additional two (2) years for a total of not to exceed a five (5) year term. Funds will be from the General Fund.