

Questions received on Banking and Custodial Services and DASNY's responses:

1. What is the market value of the custody accounts?

Response:

DASNY holds approximately \$493 million as of 12/31/2019.

2. Can you provide the holdings for each of the accounts?

Response:

DASNY's custody accounts are mainly invested in Fixed Income securities comprised of United States Treasuries, Federal Agency securities and Money Market Mutual Funds, below is a breakdown of category:

1. Fixed Income Securities: Total of approximately \$228 million, or 46% as of 12/31/2019
2. Money Market Mutual Funds: Total of approximately \$265 million, or 54% as of 12/31/2019

3. Within the custody accounts, how much is invested in money market funds?

Response:

Please see response to question no.2.

4. Which FIS/SunGard system do you utilize?

Response:

DASNY currently uses APS2.

5. On the pricing sheet for treasury services it looks like all the ImageDrop line items are missing. Should we bundle the cost of ImageDrop into some other line item that is already in the pricing grid?

Response:

All costs should be separately identified, please do not bundle any costs. If there are services not identified on the banking services tab, please add the line item to [Tab 3 Other Services](#) and identify any additional costs. Please identify unit cost and frequency.

6. As we understand it, you have 4 main escrow accounts, under which there are many subaccounts. How many subaccounts related to these 4 main escrow accounts do you typically have?

Response:

We currently have approximately 120 sub-accounts. This may fluctuate based on needs.

7. Where would you like us to place the Community Reinvestment Act (CRA) description and rating? We see the requirement on page 8 but do not see it listed in the proposed order layout. We could place it in Section P Diversity Questionnaire. Please advise.

Response:

Please include it in Section P with the Diversity Questionnaire

8. Are there any specific changes that you may be seeking to your custody holdings or services?

Response:

DASNY is not seeking any specific changes, but any suggestions for improvement will be welcomed. Please refer to Section 10-D through 10-I of the RFP for information regarding areas in which DASNY would like to improve.

9. Will DASNY make yesterday's informational session PowerPoint available as an attachment on the RFP Bid site?

Response:

Yes, DASNY posted the presentation on 12/30/2019.

10. Section 3a, pg. 24 - Will DASNY make yesterday's informational session PowerPoint available as an attachment on the RFP Bid site?

Response:

See the response to question no. 9

11. Section 3a, pg. 24 - How many cards are currently issued?

Response:

DASNY currently has 134 credit cards issued to employees.

12. Section 3a, pg. 24 - Are cards used centrally (in departments or AP) or are they used in the field, or both?

Response:

Credit cards are used in both scenarios. DASNY recently expanded usage to certain high-volume operational activities. DASNY is interested in enhancing the controls and efficiency of this use of the card.

13. Section 3b, pg. 24 - For your virtual card program approximately how much is your monthly spend and who is your provider?

Response:

DASNY's average monthly spend is approximately \$500K. The current provider is not relevant to the RFP. If you offer a virtual card program, please provide details of your program within your response.

14. Section 3b, pg. 24 - How does your virtual card program work? Is it a ghost account?

Response:

Each enrollee is assigned a card number that is authorized for the payment to be taken. This is not a ghost account.

15. Section 3a, pg. 24 - How do you allocate, approve and reconcile card transactions in your current environment?

Response:

Manually using an Excel spreadsheet of transactions downloaded from the provider's application. DASNY is interested in enhancing the controls and efficiency of the reconciliation process.

16. Section 3a, pg. 24 - Do you currently use a 3rd party expense reconciliation tool like Concur and if yes, what is it?

Response:

DASNY does not currently use a 3rd party expense reconciliation tool. Please describe in detail your card program, the reconciliation functionality and/or if there are provider's you partner with.

17. Section 10A, pg. 16 - When you state that you want this form on top of the proposal, do you mean you want it before the table of contents or just as the first item in the bid?

Response:

Before the table of contents

18. Section 9, pg. 14 - What will make the determination for DASNY to choose either a three or five-year initial contract period?

Response:

DASNY will consider each proposal and decide the best value for DASNY after evaluating the benefit of the proposed services relative to the cost in terms of fees and DASNY employee effort.

19. Section D, pg. 21 - Under the Check Issuance section you ask for an overview of how DASNY would add special handled checks. Can you please elaborate on what you mean by special handled checks?

Response:

DASNY issues many off-cycle check disbursements (off-cycle meaning not on our regularly scheduled bi-monthly check runs). DASNY wants to know if we would be able to add a single check to the issuance file through your website instead of sending an issuance file to the bank.

20. Section D, pg. 23 - Under Check Cashing you ask for the bank's position for cashing both payroll and non-payroll checks. Can you please elaborate as to what DASNY considers non-payroll checks?

Response:

Non-payroll checks refer to travel expense reimbursements for those employees who opt for paper payroll checks.

21. Section H, pg. 31 - Could DASNY provide sample account analysis statements from the incumbent that includes AFP codes?

Response:

Not relevant to this RFP response

22. Section H, pg. 31 - Can respondents add line items to the Schedule of Fees for services not covered in the RFP that we propose as alternatives to DASNY's current process?

Response:

Yes, please add to [Tab 3 Other Services](#).

23. Section D Banking Services, Subsection i - Online Access and Reporting: Regarding staff availability, would you please clarify if DASNY is looking for bank staff to be available to conduct your transactions? Or are you simply trying to validate the type of support available if challenges arise with online services?

Response:

DASNY would like to validate the type of support available if challenges arise with online services, as many transactions can be time sensitive. Additionally, please elaborate on what, if any, support you would provide to DASNY in a disaster situation to permit DASNY to maintain stable banking functions.

24. Regarding the Receivables/Billables Platform: Is this new functionality you are looking to possibly implement? Or do you have a solution in place currently?

Response:

DASNY currently utilize several databases and Excel spreadsheet to generate billings which is very manual and cumbersome. We are looking for an integrated technology solution to streamline the process and possibly interface with our accounting system, JD Edwards.

25. Regarding the Receivables/Billables Platform: How many bills are sent via email and mail?

Response:

DASNY generates approximately 1,200 invoices annually including 200 invoices to public clients and 1,000 invoices to private clients, majority of them are sent via email.

26. Regarding the Receivables/Billables Platform: How frequently are bills sent?

Response:

The frequency varies based on the type of bill being issued with bills sent monthly, semi-annually, quarterly, annually or on an as needed basis.

27. Regarding the Receivables/Billables Platform: Are you interested in a solution that will send out the emails/mailed statements on your behalf?

Response:

Yes, for fees and private client debt service billing only, not for public client debt service billing. Please see the responses to question no.34 and 147.

28. Regarding the Receivables/Billables Platform: Are these payments from consumers, businesses/vendors, or both?

Response:

The payments are from DASNY clients.

29. Regarding the Receivables/Billables Platform: Are these invoices or account based payments?

Response:

Invoice based payments.

30. Regarding the Receivables/Billables Platform: Are any of these one-time payments?

Response:

Yes, occasionally. Most of our receivable payments are recurring payments.

Debt service and administrative fee billings are NOT one-time payments.

31. Regarding the Receivables/Billables Platform: Are you seeking payment via bank account only, or are you willing to accept credit/debit cards?

Response:

DASNY does not currently accept payments via credit/debit card, nor does it anticipate doing so in the future.

32. Regarding the Receivables/Billables Platform: Would you like to charge a fee to process payments online?

Response:

Please outline both fee and no fee options within your proposals.

33. Regarding the Receivables/Billables Platform: Can you please explain the account to credit at DASNY? How many accounts may be receiving credits?

Response:

For Admin Fees we deposit amounts into one (1) main account, and it is then sent to one of two sub-accounts. For other fees (construction, etc.), we deposit amounts in the same main account and send them to a series of 32 sub-accounts depending on the client/service.

34. Regarding the Receivables/Billables Platform: Please explain the estimated volume for the portion which needs to be deposited to a client's bond trustee? Is this an account owned by DASNY? Which financial institution holds/will hold this account?

Response:

For private clients, DASNY sends approximately 940 debt service invoices a year for deposit into approximately 300 trustee accounts. The frequency of the invoicing varies between monthly, quarterly, semi-annually, and annually, depending on the bond documents. Each invoice details how much is due to the trustee bank for each series of bonds. Debt service payments are made to trustees directly from the clients and do not flow through DASNY operating accounts.

DASNY reserves the right to withhold the information on the financial institutions that hold these accounts.

35. Regarding the Receivables/Billables Platform: How many accounts would be required for fee and debt service?

Response:

For fee accounts, based on the current account structure DASNY uses one (1) main account with two (2) sub-accounts for private clients and thirty-two (32) sub-accounts for public clients.

For debt service accounts, please refer to the responses to question no.34 and no.147.

36. Regarding the Receivables/Billables Platform: Can JD Edwards ingest files for payment activity volume?

Response:

Yes, with custom development by DASNY and the Bank.

37. Section 7 D. references a sample contract. Can that be provided?

Response:

The sample contract can be found at the following link;

<https://www.dasny.org/opportunities/rfps-bids/2019/banking-and-custodial-services>

38. We were looking at the site and can't seem to find the recording of the information session from last week. Can you point me in the right direction or provide an ETA as to when it will be available?

Response:

The Informational session presentation can be found at the following link;

<https://www.dasny.org/opportunities/rfps-bids/2019/banking-and-custodial-services>

39. Service Agreement - Is DASNY willing to negotiate a mutually acceptable service agreement to govern the requested services?

Response:

Yes

40. Service Agreement - Is DASNY willing to use a service provider's agreement?

Response:

Yes, with potential modifications to incorporate DASNY's terms that are not addressed in the service provider's agreement.

41. Custodial Relationship - Are you using a master custodian now?

Response:

DASNY currently has one custodian holding all of its assets.

42. Custodial Relationship - What aspects of your existing custodial relationship are working well?

Response:

DASNY reserves the right to withhold the answer.

43. Custodial Relationship - What elements of the custody relationship would you like to change?

Response:

DASNY reserves the right to withhold the answer.

44. Custodial Relationship - Please describe your service experience.

Response:

DASNY reserves the right to withhold the answer.

45. Portfolio Structure - Please provide information on your account structure:

- Market value
- Growth rate
- # of accounts
- Asset allocation
- Separate account managers
- Mutual funds
- Alternative investments
- Global investments (settle outside of the US)
- Transaction activity / security turnover
- Disbursement activity

Response:

Please see the responses to question no.1, 2, 50, 53

46. Portfolio Structure - How many subaccounts would there be in total?

Response:

Please see the response to question no.6.

47. Statements/Accounting - Are you getting settlement date or trade-date reporting?

Response:

DASNY is currently getting settlement date reporting. Please indicate what options are available.

48. Statements/Accounting - When do you receive statements?

Response:

DASNY currently receives statements monthly. They are available online within the first few business days.

49. Statements/Accounting - Are statements audited? Is this a requirement?

Response:

DASNY's Financial Statements are audited by a third-party Accounting firm annually. Bank Statements are part of audit scope.

50. Statements/Accounting - Do you have a need for multi-currency reporting?

Response:

DASNY does not require multi-currency reporting, as our guidelines do not allow for foreign investments or deposits.

51. Statements/Accounting - Are you using on-line reporting? How?

Response:

DASNY currently is using on-line reporting for all aspects of its relationship. In your response, please include details of your on-line reporting capabilities.

52. Statements/Accounting - Does your custodian provide performance reporting?

Response:

DASNY is not requiring any performance reporting under this RFP. However, if you think that DASNY could benefit from this, please provide your proposal along with the benefits of using performance reporting.

53. Operations - How are your managers instructing trades?

Response:

DASNY does not have external portfolio managers.

54. Operations - Do you submit your own trade instructions?

Response:

DASNY inputs trade instructions into the trading portal of those custodians that have the functionality. Otherwise, instructions are emailed to the respective custodian for settlement.

55. Operations - Are you pleased with the timeliness and accuracy of custody operations?

Response:

DASNY reserves the right to withhold the answer.

56. Operations - How are corporate actions handled?

Response:

Corporate actions are typically relayed to DASNY in advance via e-mail, so that appropriate action can be taken on the effective date.

57. Operations - Describe how cash disbursements are processed?

Response:

Please see the Informational Session Presentation which has been posted to DASNY's website.

58. Operations - Are custody fees debited from the accounts or invoiced?

Response:

The custody fees are invoiced.

59. Investments - Do you use a consultant or third-party advisor to manage the portfolio?

Response:

No, DASNY manages the investment portfolio internally.

60. Investments - How are investment decisions made?

Response:

Not relevant to this RFP response.

61. Investments - How often do you change managers, investments?

Response:

Not applicable, DASNY manages the investment portfolio internally.

62. Investments - Are you pleased with your investment performance?

Response:

Not relevant to this RFP response.

63. Investments - Are there investment styles DASNY is exploring for the future?

Response:

Not relevant to this RFP response.

64. Investments - How would you rate DASNY's risk profile?

Response:

Not relevant to this RFP response.

65. Service - Describe the service model used by your incumbent custodian?

Response:

DASNY reserves the right to withhold the answer.

66. Service - How would you rate service responsiveness, accuracy, experience, etc?

Response:

DASNY reserves the right to withhold the answer.

67. Service - Are you in a custody service contract?

Response:

Yes.

68. Disbursements - Are the check volumes shown on Page 4 annual volumes?

Response:

Yes

69. Disbursements - Will the check writing accounts be Regular or Controlled Disbursement?

Response:

DASNY'S check writing accounts will be regular disbursement accounts.

70. Disbursements - Will the accounts require Positive Pay? Positive Payee?

Response:

Yes, please include all fraud prevention and detection measures in your proposal to fully protect DASNY, its clients and our corporate banking service partner.

71. Disbursements - How do you prefer to access images of paid checks? Online? If so, for how long do you want to have access to the images? CD-ROM or Image Transmission?

Response:

Prefer to see on-line images for 180 days in addition to monthly electronic image transmissions so DASNY can store images indefinitely.

72. Disbursements - What is meant by 'Image Drop Service' on page 21 of the RFP?

Response:

An electronic delivery of paid check images.

73. Disbursements - Will you want daily or monthly output files (data transmissions) for Reconciliation?

Response:

Not applicable.

74. Disbursements - How do you prefer to access images of paid checks? Online? If so, for how long do you want to have access to the images? CD-ROM or Image Transmission? (AP & Investments)

Response:

Duplicate of question no.71

75. Check Issuance - Will you print and mail your own checks or are you looking to outsource that function (Check Issuance)?

Response:

DASNY currently print and mail our own checks and would welcome any proposal for efficiency improvement.

76. Remote Capture Deposit - Based on the chart below: How many scanners will be needed? Is there a need for more than the standard Image Retention of 30 days? What is the total monthly volume being processed?

<i>Remote Deposit Services</i>	
Remote Dep-Account Maintenance	44
Remote Dep Ck Image Processing	591
RDSOL-Item Storage	27,836

High Volume Scanner Maint	24
TOTAL	

Response:

DASNY currently has 2 scanners. The volumes in the chart is annual activity, making the average monthly volume 49 checks processed.

77. In terms of Accounts Payable Accounts, please confirm that DASNY has 3 Master (Parent) accounts with 9 Sub (Child) accounts attached to them via a zero-balance service.

Response:

DASNY currently has 14 DDA accounts it utilizes to cover all operations. Four of the DDA accounts used are set up using a Master and subaccount structure. Five of the DDA's are disbursement accounts with no sub-account structure and are zero-balance disbursement accounts.

78. Are deposits made via remote deposit, ICL or both?

Response:

Deposits are currently made remotely. DASNY does not utilize ICL, nor has the need for it due to the volume.

79. Are images of items other than checks also scanned?

Response:

DASNY scans back-up of deposits for its internal purposes. The only image shared with the bank is a copy of the checks to be deposited.

80. Is any data manually entered via remote deposit?

Response:

Yes, please see the response to question no.90.

81. What information is contained on the ACH Optional reports that are received?

Response:

These contain details of the ACH, such as the originator.

82. What is the preferred method to receive ACH NOC & Return notifications - fax or online report?

Response:

DASNY's preferred method would be via an online report.

83. How many accounts use ACH Initiation functionality via passing the file through the online platform?

Response:

Not applicable.

84. How many accounts have ACH Initiation functionality via sending a direct transmission file?

Response:

One

85. Which accounts have full ACH Debit Blocks attached to them?

Response:

DASNY currently uses ACH debit block and filter on its accounts. Please specify in your proposal any costs associated with maintaining debit blocks and filters.

86. Which accounts have ACH Review services attached to them for fraud prevention services?

Response:

Not sure what services are being described however, please include any recommended fraud prevention services in your RFP proposal.

87. Please provide detail of what this fee (ACH Standard RPTS – Electronic) is for?

Response:

Please see the response to question no.81.

88. Are funds being transferred between accounts owned by DASNY?

Response:

Yes, DASNY needs the ability to transfer funds among all accounts.

89. What information does DASNY require in terms of deposits made? Images of items deposited available online? File transmission of images of items deposited. File transmission of date from items deposited?

Response:

In your RFP proposal, please describe in detail the functionality of your remote deposit services including whether images are available online and if details of the deposit can be transmitted to DASNY GL Accounting system (JD Edwards).

DASNY currently have the access to images of checks deposited after they are scanned and the access to a file detailing the amounts deposited on a given date.

DASNY keeps the actual check for a period of time after the deposit is made.

90. Regarding the "account coding" for deposited items, what information needs to be input? Please describe process.

Response:

DASNY manually enters the account number then the sub-account number, and if applicable the DASNY customer number.

91. How many accounts can outgoing wires be initiated from?

Response:

DASNY should have the ability to initiate outgoing wires from all accounts. The functionality will be managed through the account profile for each.

92. How many accounts require incoming wire remittance reporting?

Response:

DASNY will not require individual incoming wire remittances, however, requires the ability to run adhoc reports detailing wires received on all accounts.

93. How many accounts need Current Day Reporting?

Response:

DASNY has not determined its preference on previous vs. current day reporting, however which ever option is selected all accounts will require the same reporting method.

94. Page 21, D, #2: Can you please describe what is meant by adding special handled checks to issuance file?

Response:

Please see the response to question no.19.

95. The Average Market Value of Assets is listed as \$240,000,000. This MV amount does not include the Money Market Holdings. Can you please share with us additional details regarding the assets to be held in the custody accounts including:

- Money Market Fund Average Balance
- List of current holdings

Response:

Please see the response to question no.1 & 2.

96. Please confirm the Incoming/Outgoing Wire Transactions Frequency amount of 303 is annual and not monthly.

Response:

The number provided is annual.

97. In terms of service, are there are any differences between what is needed for the 50 program operating accounts and 70 rehabilitations accounts?

Response:

No, both master DDA's and their sub-accounts should be treated the same.

98. Does DASNY utilize any performance reporting for its custody services today?

Response:

Not relevant to this RFP response.

99. Submission of Proposals, page 11, A. *Response Submission*: States “proposers should note that all clarifications and exceptions are to be resolved prior to the submission of a proposal. Can we assume this statement refers only to answers to the RFP questions and not to typical contractual negotiations that would take place after award of the RFP?”

Response:

Yes

100. Negotiations -Page 13, Item E: Does Scope of service include ability to negotiate final legal provisions with the selected proposers(s) as well?

Response:

All terms and conditions are subject to both parties’ mutual agreement.

101. General Banking Services, page 20, 1: Does DASNY use controlled disbursement accounts?

Response:

Please see the response to question no.69.

102. Banking Services, page 20: Which financial institution is currently providing the services outlined in the RFP?

Response:

DASNY reserves the right to withhold the answer.

103. Banking Services, page 20: With regard to payroll, how many non-direct deposit checks are issued every two weeks?

Response:

15-20

104. General Banking Services, Check Imaging, page 21, e: Can DASNY please define “Image Drop Service”?

Response:

Please see the response to question no.72.

105. General Banking Services, page 21, g: How frequently do you reconcile (daily, weekly, monthly)?

Response:

All accounts are reconciled monthly.

106. General Banking Services, page 22, i: With regard to question 1) “online capabilities for all initial setup and changes to DASNY data”, is this a service DASNY uses today with the current banking provider?

Response:

Please outline in your proposal if you can provide the services, or any portion thereof as described in the RFP.

107. General Banking Services, page 22, h: How is DASNY originating ACH transactions? Online via the bank portal or via NACHA formatted file transmission?

Response:

DASNY's payroll is processed via NACHA formatted file transmission. All other ACH payments are processed through the online bank portal.

108. General Banking Services, page 23, j: How heavily do you rely on the branches? Do you use branches primarily for check cashing or for other items as well?

Response:

Please see the response to question no. 20. Additional uses for the branches would be to deposit cash, which rarely occurs and if for some reason we are unable to deposit checks through remote deposit.

109. General Banking Services, page 23, j: Approximately how many checks are cashed at branches on a monthly basis?

Response:

Please see the response to question no.130.

110. Custodial Services, page 23, 2: Are any foreign denominated assets expected to be held in the custodial accounts?

Response:

Please see the response to question no. 50.

111. General Banking Services, page 24: How many invoices does DASNY receive each month?

Response:

On average per month, DASNY receives approximately 1,200 AP invoices.

112. General Banking Services, page 24, a: What is your purchasing process in regard to PCard?

Response:

Employees are issued cards on a limited basis to pay for certain routine operating expenses, as well as to pay for travel expenses.

113. General Banking Services, page 24, a: What is the settlement frequency of DASNY's corporate credit card program? For example, monthly settlement with 14 days to pay.

Response:

DASNY is currently on a monthly cycle with a 14-day grace period for its corporate credit card program.

114. General Banking Services, page 24, a: Does DASNY take advantage of early payment discounts?

Response:

No

115. Receivables / Billing Platform, page 24, 2: Is it DASNY's expectation that the financial institution split incoming payments and credit separate bank accounts? Or credit one account and send a file to DASNY to allocate the payment within your GL system?

Response:

This depends on whether the client is sending the debt service payment (which is due to the Trust Bank) along with the administration fee (which is due to DASNY) or if the client is just sending the administration fee. If the client is sending just the administration fee, then you would just need to credit the one account and apply to the correct sub account and send a file to DASNY to apply to the correct business unit within our GL system (JD Edwards). If it included the debt service payment then that portion would need to be sent to the Trust Bank to be applied to the debt service fund, but the admin fee would be applied as described above.

116. Receivables / Billing Platform, page 24, 3: Does DASNY have the capability to send the financial institution a transmission of its account receivable file?

Response:

Yes, with development by DASNY and the bank. The billing platform will only cover fees and private client debt service billing. Public client debt service billing is NOT part of the scope.

117. Receivables / Billing Platform, page 24: Does DASNY accept credit cards? If so, what are the transaction volumes and dollar amounts? Are the payments received online, in person and / or over the phone?

Response:

DASNY does not accept credit card payments.

118. Custodial Services, page 23: Are any foreign denominated assets expected to be held in the custodial accounts?

Response:

Please see the response to question no. 50.

119. Section 10, page 31, H – Fee Schedule: Would it be possible for you to share your current account analysis statement with the pricing redacted?

Response:

Not relevant to this RFP response.

120. Section 10, page 31, H - 1 & 2 Fee Schedule-Banking Services. Item 1: Would DASNY be willing to carry forward excess Earnings Credit at year end to the following year vs receiving a credit to their accounts at year end?

Response:

DASNY prefers to true up earnings credit annually at a minimum.

121. Section 10, page 31, H - 1 & 2 Fee Schedule-Banking Services. Item 1 and 2: Would DASNY be willing to meet with vendor quarterly to review and manage average available account balances to maximize earnings on idle funds via automatic sweep account and/or reduce/eliminate the excess Earnings Credit balance situation?

Response:

DASNY is willing to meet periodically to review all aspects of the relationship.

122. Section 10, pages 43-44, P - Diversity Questionnaire, (I) Company Demographic Profile; (III) Demographic Profile of Staff Assigned to this Engagement: Considering the proposer's need to protect employee privacy, will DASNY accept Employee Information Reports (EEO-1) for the last three years containing percent of total figures rather than the number of employees for the proposer's entire organization?

Response:

No, please provide the number of employees for the entire organization.

123. DASNY Request for Proposals for Banking and Custodial Services Worksheet, line 26 Account Transfer, volume 197: Can you please provide further detail regarding this service?

Response:

These are internal book transfers between DASNY DDA's within the bank.

124. Would DASNY provide TD with 3 months of analysis and/or deposit statements?

Response:

Not relevant to the RFP response.

125. In previous RFP's DASNY requested information regarding Lockbox Services – Does DASNY utilize or has DASNY utilized lockbox services?

Response:

DASNY does not currently utilize a lockbox, nor does it anticipate doing so in the future.

126. In previous RFP's DASNY requested information regarding merchant services (accepting credit card payments) – Does DASNY utilize or has DASNY utilized merchant services?

Response:

DASNY does not currently have a need for merchant services.

127. What is the largest initiated ACH file amount(s) that would be pending until they reached an effective date? This is any ACH payment including payroll and/or vendor payments. (For Example: Monday with effective Date of Wednesday for \$100k and Tuesday with effective date of Thursday for \$300k – Total exposure is \$400k).

Response:

DASNY's typical exposure for bi-weekly payroll processing is approximately \$2M. All other ACH transactions are currently performed via the online portal and are internal transfers between DASNY accounts within the bank that range in size from less than \$1,000 up to \$36M.

128. DASNY has 24 scanners – please confirm the locations where these scanners are utilized.

Response:

DASNY currently has two (2) scanners located in our Albany office.

129. Pg.4, Section 1A: Regarding DASNY subsidiaries (NGHP Holding Corporation and Atlantic Avenue Healthcare Property Holding Corporation) Do all of these entities utilize the same tax identification number?

Response:

No, each subsidiary has its own tax identification number.

130. Pg.4, Section 1A: Regarding Payroll – Is payroll processed every two-weeks with approximately 500 direct deposits and 25 checks? Can you provide the approximate amount in \$dollars of the ACH/Direct Deposit Portion of the payroll? Can you also provide an approximate breakdown of the number of paper checks per office locations; Albany, New York City, Buffalo and Rochester?

Response:

Yes, every two weeks approximately 500 direct deposits and 15-20 checks are generated, totaling ~\$1.9M in direct deposits. ~10 paper checks to the Albany office, with the remaining checks sent to various field offices.

131. Pg. 4, Section 1A: Regarding the approximate 8 additional DDA Accounts with 4 of the Accounts using a master/subaccount structure – Can you also elaborate on the objective for these accounts, by example: Is there a need to maintain the deposits in separate accounts, are you tracking the incoming deposits by account/subaccount, are you tracking the outgoing expenditures/checks by account/subaccount? Also, can provide an approximate number to how many subaccounts are used per master account?

Response:

Yes, DASNY needs to maintain all activity in segregated accounts. DASNY has four master DDA bank accounts that have sub-accounts. The four accounts currently have 92, 34, 15 and 2 sub-accounts respectively. All deposit and disbursement activity flows through the master DDA bank account. The bank allocates the deposits and disbursements and reports them to DASNY using an escrow type reporting structure, including providing monthly statements at the escrow/sub-account level. DASNY records all deposit and disbursement activity at the sub-account level in its accounting system (JD Edwards).

132. Pg. 11, Section 6. Submission of Proposals, Subsection A. Response Submission, Second Paragraph RE) Resolution of Exceptions Prior to Submission of Proposal

a. Would this preclude a conditions of acceptance to be included in the proposal?

i. Would exceptions allowed to be taken on terms of this RFP

Response:

No, proposers can include conditions of acceptance, however, DASNY reserves the right to reject any such conditions.

All terms and condition are subject to both parties' mutual agreement.

133. Pg. 11, Section 6. Submission of Proposals, Subsection A. Response Submission, Fourth Paragraph RE) Official Signing the Proposal
- a. In this section you require an official authorized to commit the company to a contract or engagement letter must sign the proposal.
 - i. Is this signature to commit bank into a contract or would Bank have the right to negotiate the ensuing agreement?

Response:

The signature is binding as to the information provided in the proposal such that DASNY has the right to accept the proposal in its stated terms. Any changes are subject to both parties' mutual agreement.

134. Pg. 12, Section 7. Important Information Affecting Proposals, Subsection A. Proposal Requirements, Subsection 2. RE) Discovery of a Conflict
- a. In this section you state that if a proposer discovers an ambiguity, conflict, discrepancy, omission or other error in this RFP to immediately notify the contact person.
 - i. Would a "conflict", as cited here, reference terms within this RFP/Proposed Agreement or between this RFP/Proposed Agreement and Bank's Agreements?

Response:

Yes to both.

135. Pg. 12, Section 7. Important Information Affecting Proposals, Subsection A. Proposal Requirements, Subsection 3.
- a. Is Bank allowed to provide Exceptions to proposed terms in this RFP and Agreement?
 - b. Would DASNY be willing to incorporate Bank Agreement into the ensuing Contract?
 - c. Would DASNY be willing to guarantee Bank the right to negotiate?

Response:

135-a: Yes, however, any such proposed changes are subject to approval by DASNY

135-b: Yes

135-c: Yes, all terms and conditions are subject to both parties' mutual agreement. Proposers should note the items in the RFP that are indicated as required are not subject to negotiation.

136. Pg. 12, Section 7. Important Information Affecting Proposals, Subsection C. DASNY's Rights and Prerogatives, First Bullet.
- a. Are there any limitations on the ability to amend/modify the RFP (time, protected terms etc.)?

Response:

No

137. Pg. 12, Section 7. Important Information Affecting Proposals, Subsection C. DASNY's Rights and Prerogatives, Fifth Bullet.
- a. What are the irregularities in proposals cited here?

Response:

If any irregularities are noted after submission of a proposal, DASNY will review them and make a decision on a case by case basis.

138. Pg. 12, Section 7. Important Information Affecting Proposals, Subsection C. DASNY's Rights and Prerogatives, Sixth Bullet.

- a. Does this provision mean that DASNY could change terms in the proposal, or that if Bank wants to modify the proposal in favor of DASNY, they would be able to consider it?

Response

Upon selection of a proposer to negotiate final terms, DASNY reserves the right to allow modifications that would benefit DASNY. All terms and condition are subject to both parties' mutual agreement.

139. Pg. 12, Section 7. Important Information Affecting Proposals, Subsection C. DASNY's Rights and Prerogatives, Ninth Bullet.

- a. DASNY reserves the right to negotiate the terms of the proposal with the selected proposer prior to commencing services.
 - i. Would DASNY be willing to guarantee Bank the right to negotiate the ensuing agreement as well?

Response:

Please see the response to question no.135-c.

140. Pg. 12, Section 7. Important Information Affecting Proposals, Subsection D. Contractual Requirements, Subsection 1. Contract or Engagement Letter, Subsection a.

- a. Would DASNY be willing to include the Conditions of Acceptance and Bank's service agreements in the ensuing agreement?

Response:

Yes, we will reference all mutually agreed upon conditions in the service agreement.

141. Pg. 13, Section 7. Important Information Affecting Proposals, Subsection D. Contractual Requirements, Subsection 2. Modification of Contract or Engagement Letter, subsections a. and b.

- a. Would this apply to modifications or amendments that are applied to all of Bank's customers? Bank infrequently sends out amendments to Banking Service Agreements that address product changes and regulatory requirements that address all of banks customers.

Response:

DASNY reserves the right to review and accept all contract changes.

142. Pg. 13, Section 7. Important Information Affecting Proposals, Subsection E. Negotiation.

- a. Would DASNY be willing to extend the intent of negotiation to include the terms and conditions of the RFP/Contract?

Response:

Yes, all terms and condition are subject to both parties' mutual agreement.

143. Pg. 20, Section D, 1a: Regarding the Account Structure are the subaccounts referenced actual DDA/bank accounts or are these only "Accounting records for reporting and identified only by your accounting software"? If they are independent DDA accounts - Is DASNY currently using an Escrow type reporting structure or a Zero-Balance Account structure for your reporting needs?

Response:

Please see the response to question no. 131.

144. Pg. 20, section b: Regarding Remote Data Capture – How many scanners would be required and at what locations?

Response:

Please see the response to question no. 128.

145. Pg. 21, section c: Regarding overdrafts, what has been the experience of DASNY with overdrafts and their accounts – Has DASNY been a scenario where they were unable to fund an overdraft same-day?

Response:

Due to the current sub-account structure DASNY has not experienced any overdrafts in its DDA accounts.

146. Pg. 22, section h: Regarding ACH & Wire Transactions – Please provide information regarding DASNY's payment cycles and amounts; ex. – How frequently does DASNY process ACH & Wire Payments, what is the average \$dollar amount of the ACH File and Wire transfer and what would be a considered the largest ACH File and wire transfer requested to process?

Response:

DASNY currently has bi-weekly check runs which include both ACH and wire payments. We do not currently send such payments via file transmission. The dollar amount for ACH's can range from less than \$1,000.00 up to \$40M. Individual wires can range from less than \$1,000 up to \$30M.

147. Pg. 24, section 3c: Regarding Receivables can DASNY further elaborate on the amount and frequency of the bills for fees and debt service. Of the bills issued – how many require portioning the amount between multiple accounts/funds (ex. Noting that a portion may need to be deposited with client's bond trustee)?

Response:

DASNY sends approximately 120 invoices for fees on a semi-annual basis. Currently, those payments are deposited into one of two sub-accounts at DASNY's bank. The total amount of each bill would be de deposited wholly into one of the two sub-accounts.

For private clients, DASNY sends approximately 940 debt service invoices a year for deposit into approximately 300 trustee accounts. The frequency of the invoicing varies between monthly, quarterly, semi-annually, and annually, depending on the bond documents. Each invoice details how much is due to the trustee bank for each series of bonds. Debt service payments are made to trustees directly from the clients and do not flow through DASNY operating accounts.

148. Custodial Question: 50 program accounts and 70 rehabilitation accounts. Please confirm that this is the number of custodial accounts needed.

Response:

DASNY currently has 121 custodial accounts. This will fluctuate based on need.

149. Custodial Question: Will these accounts have a Third-Party Manager assigned or will these be client directed?

Response:

Please see the response to question no. 59.

150. Custodial Question: Total Market Value of the custody accounts that are needed?

Response:

Please see the responses to question no. 1 and no. 2.

151. Custodial Question: Type of estimated activity for these accounts?

Response:

Please see RFP Section 10, item H- Schedule of Fees and Expenses – General Banking Services, Tab 2 Custodial services for annual volumes.

152. Custodial Question: Where are these assets currently being held?

Response:

Not relevant to this RFP response.