

ACTION ITEM

Finance & Investment Committee Meeting, March 26, 2019
Board of Governors Meeting, March 27, 2019

2CONTRACT ID:	Commercial Banking Services ITN No. 18-0036 RECOMMENDED VENDOR: JP MORGAN CHASE BANK, N.A.
BUDGETED ITEM	Yes
CONTRACT AMOUNT	Estimate \$1,200,000 for including both the base and five-renewal terms. An estimated \$600,000 for the five-year base term and an estimated \$600,000 for the five-year renewal term.
PURPOSE / SCOPE	<p>This Action Item seeks Board approval for Citizens to enter into a new contract with JP Morgan Chase Bank, N.A. to provide Commercial Banking Services which will replace Contract Number 11-10-005 with Wells Fargo.</p> <p>As of June 30, 2018, Citizens held approximately \$20 million of total assets with the commercial banking vendor. The total balance held with our commercial bank has varied over time. The services include depository services, electronic funds transfer services, check clearing services, fraud prevention services, online banking and reporting capabilities, electronic files transmission service, account reconciliation, and custody safekeeping.</p> <p>The current contract is set to expire on June 8, 2020. An implementation and transition plan will take place involving the recommended vendor and the current vendor to allow a seamless transition for Citizens.</p>
CONTRACT TERM(S)	The contract term will be five (5) years, with one (1) optional five-year renewal term to be exercised at Citizens' discretion. The anticipated contract will run from approximately June 2020 through potentially May of 2030.
PROCUREMENT METHOD	Pursuant to Section 287.057, Florida Statutes, on October 1, 2018, Citizens released Invitation to Negotiate No 18-0036 for Commercial Banking Services. Three responses were received November 15, 2018 and were first evaluated by the Evaluation Committee. The Negotiation Team then met with each of three vendors who were advanced by the Evaluation Committee. On March 5, 2019, JP Morgan Chase Bank, NA was determined to offer the best value for Citizens by the Negotiation Team. JP Morgan also offered the lowest <i>best and final offer</i> . The Evaluation Committee and Negotiation Team were comprised of members from Citizens' Treasury and Investment Team, Financial Services Business Analysis Team, and Financial Reporting Team. Subject Matter Experts were provided by Citizens' Treasury and Investment, Financial Services Business Analysis, Accounting, and IT Teams.

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RECOMMENDATION	Citizens' Finance & Investment Committee approved and recommends Citizens' Board of Governors: <ul style="list-style-type: none">a) Approve the five-year base contract, including the five-year renewal term for an estimated amount of \$1,200,000 for Commercial Banking Services, ITN 18-0036 to JP Morgan Chase Bank, N.A.; andb) Authorize staff to take any appropriate or necessary action consistent with this Action Item.
CONTACTS	Jennifer Montero, Chief Financial Officer