

QUESTIONS AND RESPONSES
RFP NO. 021-LL10 – BAD CHECK COLLECTION SERVICES

QUESTION: Are you currently using a vendor for check guarantee services? If yes, what services, features or requirements of their program are not meeting the needs of Miami-Dade County Public Schools?

RESPONSE: No

QUESTION: If you are using a vendor, how often are you reimbursed?

RESPONSE: N/A

QUESTION: What is the average dollar amount of returned items for Nutrition checks and Activity checks?

RESPONSE: The average dollar amount is between \$25 and \$40.

QUESTION: What dollar amount would 95% of your Nutrition checks fall under?

RESPONSE: \$50 dollars.

QUESTION: What dollar amount would 95% of your Activity checks fall under?

RESPONSE: Statistics not available for all activities.

QUESTION: What is the largest dollar amount of a returned check of the past 12 months?

RESPONSE: \$150 for Food Service.

QUESTION: What is your monthly or annual negative carryover due to NSF checks?

RESPONSE: The carryover balance for NSF in the Food Service at 6/30/10 was \$4,754.37.

QUESTION: I want to confirm that this replaces the RFP that was due 7/8/2010 and that no award was made from that RFP.

RESPONSE: Confirmed.

QUESTION: Why is the contract out to bid at this time and why is the 2010 RFP being rebid?
RESPONSE: Time constraints. The Company selected as a result of the 2010 RFP went into bankruptcy.

QUESTION: When is the anticipated contract start date?
RESPONSE: Upon School Board approval. Anticipated for May, 2011.

QUESTION: To how many vendors are you seeking to award a contract?
RESPONSE: One vendor.

QUESTION: Who are the incumbents, and how long have the incumbents been providing the requested services?
RESPONSE: N/A

QUESTION: Has the current contract gone full term?
RESPONSE: N/A

QUESTION: Have all options to extend the current contract been exercised?
RESPONSE: N/A

QUESTION: What is the total dollar value of accounts available for placement now by category, including any backlog?
RESPONSE: Figures not available as the process is decentralized.

QUESTION: What is the total number of accounts available for placement now by category, including any backlog?
RESPONSE: Figures not available as the process is decentralized.

QUESTION: What is the average age of accounts at placement (at time of award and/or on a going-forward basis), by category?
RESPONSE: Information not available.

QUESTION: What estimated or actual dollars were paid last year, last month, or last quarter to any incumbent(s)?
RESPONSE: N/A

QUESTION: What is the monthly or quarterly number of accounts expected to be placed with the vendor(s) by category?

RESPONSE: Not available.

QUESTION: What is the monthly or quarterly dollar value of accounts expected to be placed with the vendor(s) by category?

RESPONSE: Not available.

QUESTION: What has been the historical rate of return or liquidation rate provided by any incumbent(s), and/or what is anticipated or expected as a result of this procurement?

RESPONSE: No history is available.

QUESTION: If applicable, will accounts held by any incumbent(s) or any backlog be moved to any new vendor(s) as a one-time placement at contract start up?

RESPONSE: Not applicable.

QUESTION: Prior to today were you aware that you can access the RMPPG (Receivables Management Procurement Peer Group) for free on LinkedIn to contact other government officials, people like you who select vendors for contracts like this one, to get unbiased information and performance data about specific potential vendors for this contract?

RESPONSE: No.

QUESTION: Under Section H (Submittals) letter "d". The question reads "Who sends returned information to the bank?". Can you clarify what you mean by this or is the question suppose to read, "Who receives the returned information from the bank"?

RESPONSE: To clarify - Who will send the returned check to the check writer's bank?

QUESTION: There is no data in this RFP regarding historical information on your districts return checks. If you do have this information available then I have a few questions.

RESPONSE: The data below is only applicable to Food and Nutrition. Data for other departments is not available.

- a. What is the volume of return checks your district received in the past year? Approximately 450 checks
- b. What is the average dollar amount of the return checks your district received in the past year? The average dollar amount is between \$25 and \$40
- c. What is the number of outstanding checks your district currently holds that have been uncollected in the past year? Approximately 250

QUESTION: RFP Section II. Purpose of Request for Proposals states that the intent is to evaluate and select one agency to provide bad check collection services for the District. Who are the current vendors being utilized?

RESPONSE: There are no vendors currently performing this service for the District.

QUESTION: What is the historic annual volume of accounts (number of accounts, total dollars) placed with each agency during the current contract?

RESPONSE: Not applicable

QUESTION: Typically, bad check accounts are referred to the Agency in a placement file and Agency reporting is made directly to the District. What is the District's intent regarding the direct relationship between the Agency and the Bank(s)? Please clarify the Agency role/responsibilities regarding:

- a. RFP Section V. A. 1. Primary-Electronic Check Recovery
- b. RFP Section V. H. d. Who sends the returned information to the bank?

RESPONSE:

- a. Section V.A.1. – The agency shall utilize Electronic check recovery for eligible checks as per the U.S Department of Treasury
- b. Section V.H.d. – Who will send the returned check to the check writer's bank?

QUESTION: RFP Section V. H. w. asks, "Would the District be automatically reimbursed for all bad checks whether the check has been collected or not, and is there a dollar limit for such reimbursements?" Please clarify this submittal requirement.

RESPONSE: To clarify - Is there a limit to the amount that the District will be reimbursed per check? Is the reimbursement to the District contingent upon collection by the Agency?