

## **SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**

### **INVITATION TO BID NO. 11-006**

#### **BANKING SERVICES**

The South Florida Regional Transportation Authority (SFRTA), an agency of the State of Florida, operates Tri-Rail, a seventy-two (72) mile commuter railroad with eighteen (18) stations in Miami-Dade, Broward, and Palm Beach Counties.

**THE PURPOSE** of this ITB is to obtain the services of a qualified Firm to provide all banking services required by the Agency and by The Metropolitan Planning Organization of Broward County as specified in the Scope of Services. The services shall include, but not be limited to, the establishment of multiple disbursement checking accounts, a revenue account, and a payroll checking account along with electronic banking capabilities. These bank accounts shall be consolidated into a control account that will be set-up as a Zero Balance Account (ZBA) with cash balances invested daily. Credit card transaction clearinghouse service is required with interface capability with a credit card service provider as well as processing capabilities for VISA, Discover, and MasterCard charges. General banking services to include electronic banking services, processing of incoming and outgoing wire transfers, verification of cash deposits, maintenance of monthly statements, and rental of a safety deposit box. Cash Collection Services to include the processing of the deposits from ticket vending machines will be deposited encased in the locked note vault box from the machine. A machine generated deposit slip will be attached to the note box being deposited. The banking institution will unlock the note box, count the cash and reconcile counted cash to the deposit slip. Any discrepancies will be reported to SFRTA.

**Bidders Qualifications:** The financial institution must be a "Qualified Public Depository" pursuant to Florida Statute 280 and must be included on the most recent authorized depository list published by the Office of the State Treasury; Geographic Proximity In County Branch - Must have a Branch within five miles of SFRTA's headquarters which are located in Pompano Beach, Florida; Cash counting facility must be within 50 miles of SFRTA's headquarters; Bidder must have a Credit Rating equal to or higher than A- from at least two of the following: Standard & Poor's; Moody's; Thomson Bank Watch; or Fitch IBCA; SWIFT Customer – Swift Bank Identifier Code; Must be chartered by the state and a member of the Federal Reserve System; Ability to provide collateral on all deposits; Financial Performance – Submission of audited financial statements for the last 5 years.

**A REQUEST FOR DOCUMENTS** should be directed to Mr. Bryan Kohlberg at SFRTA, 800 N.W. 33 Street, Suite 100, Pompano Beach, Florida 33064, (954) 788-7910. Solicitation documents will be available on September 3, 2010.

**RECEIPT OF SEALED BIDS:** All Bids must be received in a sealed envelope no later than 4:00 P.M. on September 16, 2010 at the SFRTA office in Pompano Beach.

SFRTA reserves the right to postpone, accept, or reject any and all Bids in whole or in part. All Bidders must certify that they are not on the State of Florida Comptroller General's List of Ineligible Bidders. All Bids must remain in effect for One Hundred Eighty (180) days from the Bid opening date.

**DBE PARTICIPATION:** SFRTA solicits and encourages Disadvantaged Business Enterprise (DBE) participation. DBEs will be afforded full consideration of their responses and will not be subject to discrimination.

**CONE OF SILENCE:** Any verbal or written communications between any Bidder (potential or actual), or its representatives and any SFRTA Board Member, staff member, committee member, or consultant regarding this procurement are strictly prohibited from the date of the ITB advertisement through the date of execution of the contract. The only exceptions to this are: (1) written requests regarding information or clarification made to SFRTA's designated contract specialist during the allowable time period under the solicitation; (2) any communications at a publicly noticed meeting of SFRTA; and (3) any communications with the SFRTA Director of Procurement. Any violation of the requirements set forth in this section shall constitute grounds for immediate and permanent disqualification of the Bidder/violator from participation in this procurement.

Christopher C. Bross, CPPO, FCPM  
Director, Procurement