

ADDENDUM



Incorporated County of Los Alamos
Procurement Division
101 Camino Entrada, Building 3
Los Alamos, NM 87544

This Addendum forms a part of the Solicitation documents and modifies the original Solicitation documents, as stated herein. All other provisions of the Solicitation documents remain unchanged. This Addendum is hereby made a part of the Solicitation documents to the same extent as those provisions contained in the original documents and all itemized listings thereof.

GENERAL INFORMATION

To:	All holders of Solicitation documents for the below-referenced Solicitation.
Date:	June 13, 2025
Addendum No.:	No. 1
Solicitation No.:	RFP26-01
Solicitation Title:	Comprehensive Banking Services
Contact Name:	Annalisa Miranda
Contact Title:	Chief Purchasing Officer
Contact Phone No.:	(505) 663-1889
Contact E-Mail:	annalisa.miranda@lacnm.us

ACKNOWLEDGEMENT

Respondents are requested to acknowledge receipt of this Addendum by submitting a signed copy of page one (1) of this Addendum with Respondent's Bid or Proposal. Pursuant to NMSA 1978 §14-16-7, this acknowledgement may be signed by electronic signature.

I hereby acknowledge receipt of this Addendum.

Name:		Date:	
Title:		Signature:	
Company:			

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MODIFICATIONS TO THE SOLICITATION AND/OR Q&A

Please note the modifications to the Solicitation and/or questions received and County's answers.

This Addendum includes a link to files referenced: <https://losalamosnm.egnyte.com/f/Fjwjfh9WJxcP>

Ref. No.	Modification and/or Question	Answers
1	What accounting/ERP software does the County utilize (are their different programs for finance and utility)?	The County uses Tyler Technologies-Munis ERP. The Finance Division and Department of Public Utilities utilize this same ERP software.
2	Would it be possible to obtain last three months of detailed statements?	Yes, they are included as part of this Addendum 1, in the shared folder which may be accessed using the link provided.
3	On Exhibit B do you require a wet signature or is electronic signature accepted?	Electronic signature is acceptable
4	In addition to bank statements, can we also have account analysis statements to understand volumes?	Yes, they are included as part of this Addendum 1, in the shared folder which may be accessed using the link provided.
5	Please provide the account analysis statements for November 2024 and December 2024 and the months that cover second half collection timeframe as well.	Yes, they are included as part of Addendum 1, in the shared folder which may be accessed using the link provided.
6	Can you provide the number of deposit accounts you will require for different entities within the county, and any special considerations or requirements that may differ for those accounts?	Currently there are thirteen (13) accounts but that may vary over time. The County sometimes use a fiscal agent account to pass through proceeds from the state to recipients that should be non-interest bearing, otherwise there are no special considerations.
7	To confirm, the preferred file format is Excel?	The County prefers Excel; however, CSV file format is acceptable as well and will be considered.

8	Will the county accept the use of Insured Cash Service (overnight sweep into FDIC insured participating banks) for collateralization?	While the County prefers traditional pledged collateral, please describe your bank's collateralization approach, how it is allowable by law, and explain how the County's funds would be returned at 100% value in the event of a default. Also keep in mind the County maintains balances greater than \$20 Million, so explain how you would meet the pledge requirements to sweep into that many FDIC participating banks, and the accounting and reporting associated with such.
9	Is there anything specifically you are looking to improve in services?	The County has listed its requirements. Anything above and beyond may be proposed in the additional services section of your response.
10	How does lockbox work?	<p>A. The County requires the following options for the purpose of County utility customer payments, and County Assessor semi-annual property tax payments:</p> <ol style="list-style-type: none"> 1. County customers may mail such payments to a designated and agreed upon PO Box; the bank will have control of the key to the PO Box and pick up payments at least one (1) time per business day and, before the beginning of the next business day, deposit payments to County's designated bank account. 2. In addition to the service described in 1. above, the selected Contractor must accept walk-in payments at its physical facility(ies) in Los Alamos County. Proposers are requested to provide the physical address of said facility(ies). <p>B. Proposers are also requested to describe any additional locations, such as an ATM, where County utility customer payments and County Assessor semi-annual property taxes could be accepted.</p>