

## **BORDENTOWN SEWERAGE AUTHORITY**

### **ADDENDUM NO. 1 – 2025 Banking Services RFP**

**DATE: October 20, 2025**

#### **BIDDER QUESTIONS**

- Q. How many accounts have check writing capabilities?  
**A. Checks are disbursed from three accounts.**
- Q. How many incoming wires do you receive per month?  
**A. One incoming wire each month.**
- Q. How many users do you have for online banking?  
**A. Four users.**
- Q. How many transfers between internal accounts do you initiate per month?  
**A. Approximately ten transfers between internal accounts occur each month, but that number can vary plus or minus five.**
- Q. How many accounts will require ACH detailed addenda information?  
**A. One**
- Q. How many returned deposited items do you have per month?  
**A. Average is two returned items per month.**
- Q. For Payroll, are you utilizing direct deposit or issuing checks to the 15 employees?  
**A. Both direct deposit and issuing checks.**
- Q. How many payroll periods per month?  
**A. Bi-Weekly pay, twenty-six pay periods per year.**
- Q. If using direct deposit, do you originate your own ACH files or do you utilize a 3<sup>rd</sup> party payroll provider?  
**A. Nacha File is created by the Authority's payroll software.**
- Q. Do you originate ach transactions for anything other than direct deposit?  
**A. Yes**
- Q. If so, what for (ie. Vendor payments).  
**A. Vendor Payments**
- Q. How many files per month and how many items per file?  
**A. One payment per ACH, at least one ACH a month.**
- Q. For Check Positive Pay with payee verification, how many issue files do you submit per month?  
**A. Currently four or five files per month.**
- Q. Do you use ACH Positive Pay? If so, how many filters?  
**A. Per MEL Banking Best Practices the Authority needs to comply with the ACH payment requirements detailed in number four. (Pages 11-13 of 29 in RFP)**

Q. Do you use Remote Deposit Capture? If so, how many machines? How many items per month total?

**A. No, deposits are hand delivered to the local branch.**

Q. Do you use Zero Balance Accounts? If so, how many?

**A. No**

Q. Do you use Reconciliation Services? If so, is it Full or Partial Recon? How many accounts? If Full, how many files per month? How many items per month?

**A. No**

Q. Would you be able to provide us with 3 months of account analysis statements?

**A. No**