



City of MARYLAND HEIGHTS

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REQUEST FOR PROPOSAL FOR BANKING DEPOSITORY SERVICES

I. Background

The City of Maryland Heights (City) is requesting written proposals for primary banking depository services from full service banking institutions (Contract Bank) with a full-service branch within or near the City boundaries. This Request for Proposal (RFP) is intended to cover all City operating accounts, banking services, safekeeping and collateral requirements and the overnight investment of surplus cash.

The City intends to award these services for five years, with the option to extend for two (2) one-year periods at the City's choice.

The City's audited financial statements are available online at the following address:
<https://www.marylandheights.com/departments/administration/finance.php>

II. Submission Requirements

Banks shall submit sealed original proposals, including requested supporting materials, with three (3) copies or an emailed copy to the City no later than **2:00pm on Friday, May 5, 2023**.

Danielle Oettle
Finance Director
City of Maryland Heights
11911 Dorsett Rd.
Maryland Heights, MO 63043
doettle@marylandheights.com

Below are further requirements regarding submitting proposals to this RFP:

- A. All questions regarding this proposal must be submitted in writing or e-mail.
- B. Proposals shall be clearly marked on the envelope as "BANKING SERVICES PROPOSAL" and include the contact name and address for the Bank submitting said proposal.
- C. All proposals shall contain the requested information in the RFP and the cost of services submitted on **Exhibit C**.

- D. A duly authorized official of the bank must sign the Certification of Proposal (**Exhibit E**).

III. **Minimum Qualifications**

To be considered for award of the banking services contract, a bank must:

- A. Be duly authorized to conduct banking business in the State of Missouri and the City of Maryland Heights and be in good standing with all Federal and Missouri authorities having regulatory power over the bank.
- B. Be insured with the Federal Deposit Insurance Corporation (FDIC).
- C. Maintain a full-service branch within or near the boundaries of the City.
- D. Be able to provide 100% collateralization of all City deposits with acceptable collateral per Section 30.270 RSMo as listed on Exhibit B. The City and successful bank will enter into a security agreement related to the collateral. Please describe the type of collateral to be pledged, where and how this collateral will be held and the bank's procedure for regular valuation of said collateral.
- E. Have the capacity to provide all required services as stated in this RFP.
- F. Be financially stable, in that the City's accounts would comprise less than three percent (3%) of the bank's total deposits.
- G. Be prepared and will comply with the specifications and obligations stipulated in this document.

IV. **Items to be Included in the Proposal**

If a proposal is made on any individual banking service requirements, the proposal will be assumed to meet or exceed the requirements as stated. If a service requirement cannot be met by the proposal, the phrase "Not Available" should be entered on the proposal form for that service. In the case of a "Not Available" remark, the proposal may offer an alternative service.

The following information should be included with each proposal:

- A. Description of the general banking services to be provided.
- B. Functionality of online banking system.
- C. Resumes of key management and staff members to be assigned to the account, how they would interact with the City, and who would be the main contact.
- D. List of at least three (3) references of customers of similar size and complexity to the City's requirements. Government customers are preferred. Reference information should include contact name, business address, phone, and email.
- E. Completed **Exhibit C** to include all annual cost of services provided. If the bank has additional charges other than those outlined in the proposal, they should be added.

Each bank is encouraged to submit information outlining other security and/or cost-saving services that may be worthy of consideration by the City, but these should be listed on a separate document.

- F. Proposal or options for investment of idle funds.
- G. Description of the type of collateral to be pledged, where and how this collateral will be held and the bank's procedure for regular valuation of said collateral.
- H. The two most recent fiscal year-end financial statements.
- I. A copy of the bank's statement of equal opportunity employment practices.

V. Terms and Conditions

The bank covenants that the City may rely upon the authority of any person authorized in writing by the bank to act on its behalf until that authority is specifically revoked in writing and communicated to the City of Maryland Heights Director of Finance.

The City may and will elect to periodically invest in interest-bearing securities with other financial institutions. The Investment Policy of the City is attached.

The City reserves the right to reject any and all proposals, to reject or accept any items in whole or in part, and to award this contract to the financial institution whose overall capabilities will best serve the needs of the City of Maryland Heights.

Selection of the successful bank will be made on the basis of the information submitted with the proposal including capability of the financial institution, in the sole judgment and opinion of the City, to provide the overall level of service, convenience, and commitment required for the City to carry out its operations, total cost of services, and interest rate paid on idle funds and references.

VI. Specifications

The following information and proposal requests are submitted for your consideration.

A. Account Types

1. City Operating Account

The City maintains a general operating checking account for all transactions of the City of Maryland Heights.

- Average Balance in a recent 12-month period maintained in account - \$8,800,000.
- The City issues Accounts Payable checks in-house weekly. Average Accounts Payable checks written monthly – 350. The City is responsible for purchasing and printing all AP check stock.
- Average number of deposits made monthly:
 - Average monthly deposits – 237 (including credit card deposits)
 - Average number of checks deposited monthly - 100
- ACH transfers: Repetitive outgoing - 60 per month

2. Payroll Checking Account (Zero Balance Account)

The City issues payroll checks in-house bi-weekly by Direct Deposit or on blank stock. The City is responsible for purchasing any necessary payroll check stock.

- The City pays employees by direct deposit bi-weekly. The City intends to upload the payroll direct deposit file through the bank's online system in NACHA format.
- Average Payroll and Payroll A/P checks written monthly – 15
- Average number of payroll direct deposits made monthly – 667

B. Interest Rate on Overnight Funds

Daily interest should be paid on the investible balance (defined as all monies on hand each night) of the City's operating account. All proposals shall state the current interest rate the Bank will pay on the assumptions cited above including the method (overnight rate, sweep, etc.), rate as of the submission date, and the percentage of the fed funds rate or other widely published rate on which it is indexed. The City reserves the right to invest outside its banking agreement.

C. Collateral Requirements

Missouri law provides that the depository must pledge to the City of Maryland Heights certain acceptable types of securities having a value to be maintained at all times of not less than 100% of the actual funds on deposit with the depository less the amount insured by the FDIC. Monthly reports must be furnished on all securities pledged as collateral providing at least the following information – CUSIP number, par value, cost, market price, issue date and maturity date. The Contract Bank will be responsible for monitoring the depository balances and determining when collateral should be purchased and sold. All collateral is to be held by a third party in the City's name with safekeeping receipts to be issued to the City.

D. Total Average Balances

The combined average account balance is provided below. The City intends to make longer-term investments with various banks to achieve the best long-term rates.

Operating Checking Account Ending Bank Balances for the last 12 months subject to collateralization.

Month	Month-End Balance
March 2022	7,069,000
April 2022	7,643,000
May 2022	9,101,000
June 2022	7,756,000
July 2022	7,940,000
August 2022	10,812,000
September 2022	7,923,000
October 2022	7,783,000
November 2022	8,379,000

December 2022	9,908,000
January 2023	10,987,000
February 2023	10,299,000
Avg. Bank Balance	\$8,800,000

E. Credit Card Services

Credit card services are not a part of this RFP. The City accepts credit card payments at physical terminals and through online software programs. Eleven merchant accounts post credits to the City’s operating account on a daily basis and post debits (fees) to the account on a monthly basis.

F. On-line Banking Services

The bank shall provide robust online services and the proposal should provide a description of these services and related agreements. At a minimum, these services should include daily access to detailed account transactions, positive pay upload ability, BAI import capability, ACH/Wire Transfer initiation including upload of payroll direct deposits using NACHA format, stop payment, and Missouri’s withholding tax remittances with addendums. The City also requires the ability to view and print copies of cancelled checks. The proposal must list the period for which detailed transactions and cancelled checks are available.

G. Returned Checks

The City receives approximately 35 checks per year which are returned for various reasons including insufficient funds and which should be charged back to the account from which it was deposited. The City is to be notified immediately so adjustments to City accounts can be recorded.

H. Statements and Cancelled Checks

Include information on when month end statements will be available. The City does require online and paper statements. The City will require monthly banking activity, to include cleared check images (front and back), to be provided on an electronic compact disc.

I. Financial Information

The City will evaluate the financial stability of each financial institution submitting a depository proposal. The City’s accounts should not result in a material portion (3% or more) of the financial institution’s assets. Include copies of the last two available year-end financial statements for the bank.

J. Service Charges

Provide the cost of depository services based on Direct fees for services **(Exhibit C)**.

M. Contract Term

The successful Contract Bank will be awarded the City's business for five years, with an option to renew for two (2) one-year periods at the City's choice. If the Contract Bank fails to fulfill its obligations in accordance with its proposal, the City shall give notice by registered mail either of its intention to cancel the contract or to pursue legal action to force compliance. The Contract Bank will then have sixty days to make corrective actions before the contract is terminated at the City's option.

N. Other Services

The City requests the proposing financial institutions to offer any optional services or make any recommendations it believes would enhance the cash management capabilities of the City. All proposing financial institutions are encouraged to make suggestions or add additional information not requested in this proposal.

EXHIBIT A

SECURITIES ACCEPTABLE AS COLLATERAL TO SECURE CITY OF MARYLAND HEIGHTS DEPOSITS

The securities described below are hereby designated as acceptable collateral for City funds on deposit, as required by Section 30.270 RSMo (as amended). The City reserves the right to refuse to accept as collateral any security or securities on this list, or to request the submission of an alternate acceptable security or securities, if the City determines that such action will provide greater security for the deposit of City funds.

The securities described below are designated as acceptable collateral for the deposit of City funds. The listing is not intended to serve as, and should not be considered as, a listing of legally authorized investment instruments.

1. Marketable Treasury securities of the United States.
2. The following debt securities of the State of Missouri and its state authorities:
 - A. General obligation debt securities issued by the State of Missouri.
 - B. Revenue bonds issued by the Missouri Board of Public Buildings or Department of Natural Resources.
 - C. Revenue bonds of the Missouri Housing Development Commission, Missouri Health and Education Facilities Authority, Missouri Higher Education Loan Authority, Missouri Environmental Improvement and Energy Resources Authority, Missouri Agricultural and Small Business Development Authority, Missouri Industrial Development Board, or state-owned educational institutions, so long as any of the above are rated "A" or better by Moody's or Standard & Poors (M1 on notes), or are secured by a federal agency guarantee (directly or through guaranteed loans).
3. General obligation bonds of any city in this state having a population of not less than two thousand (2,000).
4. General obligation bonds of any county of this state.
5. General obligation bonds, approved and registered, of any school district situated in this state.
6. General obligation bonds, approved and registered, of any special road district in this state.
7. General obligation state bonds of any of the 50 states.

8. Debt securities of the Federal Farm Credit system.
9. Debt securities of the Federal Home Loan Banks (FHLB) (excluding Zeros).
10. Other debt securities guaranteed by the United States or its agencies or instrumentality's, as follows:
 - A. Debt securities of the Federal National Mortgage Association (FNMA).
 - B. Debt securities of the Student Loan Marketing Association (SLMA).
 - C. Debt securities of the Government National Mortgage Association (GNMA).
 - D. Debt securities of the Federal Home Loan Mortgage Corporation (FHLMC) (excluding FHLMC Mortgage Cash Flow Obligation).
 - E. Guaranteed Loan Pool Certificates of the Small Business Administration (SBA).
 - F. Federal Home Administration insured notes (CBOs).
 - G. Public housing notes and bonds ("project notes and bonds") issued by public housing agencies, guaranteed as to the payment of principal and interest by the government of the United States or any agency or instrumentality thereof.
11. Bonds of any political subdivision established under the provisions of Section 30, Article VI, of the Constitution of Missouri.
12. Tax anticipation notes issued by any first-class county in Missouri.
13. Surety bonds issued by an insurance company licensed under the laws of the State of Missouri whose claims-paying ability is rated in the highest category by at least one nationally recognized statistical rating agency. The face amount of such surety bond shall be at least equal to the portion of the deposit to be secured by the surety bond.
14. An irrevocable standby letter of credit issued by a Federal Home Loan Bank possessing the highest rating issued by at least one nationally recognized statistical rating agency.

EXHIBIT B

CITY OF MARYLAND HEIGHTS, MISSOURI INVESTMENT POLICY

I. Scope

This investment policy applies to all short-term operating funds of the City of Maryland Heights.

- 1) These funds are accounted for in the City's Annual Comprehensive Financial Report and include:
 - a) General Fund including the Reserve Fund
 - b) Special Revenue Funds
 - c) Debt Service Funds
 - d) Capital Projects Funds
 - e) Trust and Agency Funds
- 2) Longer-term funds, including the City's retiree health benefits fund, are excluded.
- 3) Pooling of Funds – Except for cash in certain restricted and special funds, the City of Maryland Heights will consolidate cash balances from all funds to maximize investment earnings. Investment income will be recognized in the General Fund unless legal or grant requirements provide otherwise.

II. General Objectives

The primary objectives, in priority order, of investment activities shall be safety, liquidity and yield:

- 1) Safety – Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
 - a) Credit Risk – The City of Maryland Heights will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:
 1. Limiting investments to the safest types of securities.
 2. Pre-qualifying the financial institutions, broker/dealers, intermediaries and advisers with which the City will do business.
 3. Diversifying the investment portfolio so that potential losses on individual securities will be minimized.
 - b) Interest Rate Risk – The City will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates by:
 1. Structuring the portfolio so that securities mature to meet cash requirements for ongoing

operations, thereby avoiding the need to sell securities on the open market prior to maturity.

2. Investing operating funds primarily in shorter-term securities, money market funds, or similar pools.
- 2) Liquidity – The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accommodated by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in money market mutual funds or local government investment pools which offer same-day liquidity for short-term funds.
- 3) Yield – The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:
 1. A security with declining credit may be sold early to minimize loss of principal.
 2. A security swap would improve the quality, yield, or target duration in the portfolio.
 3. Liquidity needs of the portfolio require that the security be sold.

III. Standards of Care

- 1) Prudence -The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sales of securities are carried out in accordance with the terms of this policy.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligences exercise in the management of their own affairs, not for speculation, but for investment, considering the probably safety of their capital as well as the probable income to be derived.

- 2) Ethics and Conflicts of Interest – Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the

investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City.

- 3) Delegation of Authority -Authority to manage the City's investment program is derived from the Missouri Constitution Article IV, Section 15. Responsibility for the investment program is hereby delegated to the City Treasurer, who shall act in accordance with established procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures include references to safekeeping, delivery versus payment, investment accounting, repurchase agreements, wire transfer agreements and collateral/depository agreements. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the City Treasurer. The City Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

IV. Safekeeping and Custody

- 1) Authorized Financial Dealers and Institutions -A list will be maintained of financial institutions authorized to provide investment services. The Finance and Administration Committee shall approve of all institutions. The City Treasurer shall submit recommended institutions based on qualifications including creditworthiness (e.g., a minimum capital requirement of \$10,000,000 and at least five years of operation). These may include "primary" dealers or regional dealers that qualify under Security and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following, as appropriate:

- a) Audited financial statements
- b) Proof of National Association of Securities Dealers (NASD) certification
- c) Proof of State registration
- d) Completed broker/dealer questionnaire
- e) Certification of having read and understood and agreeing to comply with the City's investment policy

A periodic review of the financial condition and registration of qualified financial institutions and broker/dealers will be conducted by the City Treasurer.

- 2) Internal Controls – The City Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the City Treasurer shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- a) Control of collusion
 - b) Separation of transaction authority from accounting and recordkeeping
 - c) Custodial safekeeping
 - d) Avoidance of physical delivery securities
 - e) Clear delegation of authority to subordinate staff members
 - f) Written confirmation of transactions for investments and wire transfers
 - g) Development of a wire transfer agreement with the lead bank and third-party custodian
- 3) Delivery vs. Payment – All trades where applicable will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities will be held by a third-party custodian as evidenced by safekeeping receipts.

V. Authorized and Suitable Investments

1. Investment Types – The following investments will be permitted by this policy and pursuant to Missouri statutes governing permissible investments by political subdivisions:
 - a) U.S. government obligations, U.S. government agency obligations and
 - b) U.S. government instrumentality obligations, which have a liquid market with a readily determinable market value;
 - c) Certificates of deposit and other evidences of deposit at financial institutions;
 - d) Repurchase agreements whose underlying purchased securities consist of the foregoing;
 - e) Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities consisting of investments that comprise legally permissible securities and maturities as defined in this policy; and
 - f) Local government investment pools, either state-administered or through joint powers statutes and other intergovernmental agreement legislation.
2. Collateralization – Full collateralization will be required for certificates of deposit in excess of FDIC insurance. Pursuant to Section 67.085 of Missouri Revised Statutes the placement of a certificate of deposit with one financial institution that arranges for the deposit of public funds in certificates of deposit in other financial institutions located in the United States with each institution providing FDIC insurance at 100% of the deposit and interest.
3. Repurchase Agreements – The City Treasurer shall exercise special caution in selecting and evaluating the creditworthiness of parties with whom repurchase transactions are conducted and shall be able to identify the parties acting as principals to the transaction. Safekeeping shall be performed by a third-party custodian. Duties of the custodian shall be outlined in a written agreement. The purchased securities associated with the repurchase

agreement should have a market value in excess of the value of the repurchase agreement (called margin, "haircut," or over securitization). Market valuing the purchased securities regularly during the term of the repurchase agreement shall be a mandatory practice in order to ensure the purchased securities maintain sufficient market value. A master repurchase agreement shall be employed, subject to appropriate legal and technical review.

VI. Investment Restrictions and Prohibited Transactions

To provide for the safety and liquidity of the city's funds, the investment portfolio will be subject to the following restrictions:

1. Borrowing for investment purposes is prohibited.
2. Instruments commonly considered a "derivative" is prohibited. Derivative securities are a financial instrument which has a value or return linked to another asset or index separate from the contract or obligation itself.
3. Contracting to sell securities not yet acquired in order to purchase other securities for purposes of speculating on trends in the market is prohibited.
4. Diversification limits as provided herein should be adhered to as investment type, maturity and issuer.

VII. Investment Parameters

1. Diversification – The investments shall be diversified by:
 - a) Limiting investments to avoid over concentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities);
 1. No limitation on the amount of U.S. Treasury notes or bonds.
 2. No more than 75% of outstanding investments shall be made up of U.S. government agencies and instrumentalities with no more than 5% of outstanding investments consisting of any one issuer
 3. No more than 50% of outstanding investments shall consist of certificates of deposit of financial institutions with no more than 5% with any one financial institution.
 - b) Investing in securities with varying maturities; generally (absent cash flow needs) investments shall mature in a level stream over a period of two to five years. No less than forty percent (25%) of the total outstanding investments shall mature within one year of any date.

- c) Continuously investing a portion of the portfolio in readily available funds, such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

(1) For overnight repurchase agreements the underlying collateral shall consist of U.S. Treasury notes or bonds, government agency bonds and government instrumentalities with the total collateral having a market value in excess of the repurchase amount.

(2) The maximum limitations on permitted securities do not apply on the collateral overnight repurchase agreements

- 2. Maximum Maturities – To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in security maturing more than five (5) years from the date of purchase, unless circumstances warrant other consideration, as approved by the City Council.
- 3. Debt Service Reserve funds and other funds with longer-term investment horizons may be invested in securities exceeding five (5) years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of funds.

Because of the inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds, such as Local Government Investment Pools (LGIP), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing operations.

VIII. Reporting

- 1) Methods – The City Treasurer shall prepare an investment report at least quarterly, including a management summary that provides an analysis of the current investment portfolio and transactions made over the last quarter. This management summary will be prepared in a manner which will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report shall be provided to the Finance and Administration Committee. The report shall include the following:
 - a) Listing of individual securities held at the end of the reporting period.
 - b) Realized and unrealized gains or losses resulting from appreciation or duration that is not intended to be held until maturity.
 - c) Average weighted yield to maturity of portfolio on investments as compared to applicable benchmarks.

- d) Listing of investment by maturity date.
- e) Percentage of the total portfolio which each type of investment represents.

- 2) Performance Standards- The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. A series of appropriate benchmarks shall be established against which portfolio performance shall be compared on a regular basis
- 3) Marking to Market – The market value of the portfolio shall be calculated at least quarterly and a statement of the market value of the portfolio shall be issued at least quarterly.

EXHIBIT C

**CITY OF MARYLAND HEIGHTS, MISSOURI
REQUEST FOR PROPOSAL FOR BANKING SERVICES**

Bank Name: _____

To allow for comparison, list service charges for each line item or a total if all included.

Activity for All Accounts	Estimated Annual Units	Unit	Estimated Annual Cost
Account Maintenance	36.00		
Debits/Checks	4,508.00		
Deposits/Credits	2,153.00		
Non-Bank Items	10,125.00		
Deposit Assessment			
Paper Transaction Block	12.00		
On-Line Stop Pay	12.00		
Returned Items	35.00		
Zero Balance Disburse	43.00		
ACH Maintenance	29.00		
ACH Debits	956.00		
Electronic Deposits	1,769.00		
Ach Credits oOriginated	15,255.00		
Ach Addendas	890.00		
ACH Return Item	17.00		
ACH Filter	12.00		
ACH Credits	4,600.00		
ACH Debits Originated	2.00		
ACH Detail Reversal	6.00		
ACH Same Day Credit Origina	400.00		
Partial Reconciliation Maintena	19.00		
Positive Pay Maintenance with	12.00		
Partial Reconciliation Per Item	325.00		
Positive Pay Per Item	4,050.00		
ARP File Transmission	31.00		
CD Rom Per CD	15.00		
Repo Acct Maintenance	19		
Direct Monthly Maintenance	19.00		
UMB Direct Transfer Module M	18.00		
Return Item Teclear	9.00		
ARP Manual Entry-Per Item	101.00		
Incoming Domestic Wire	1.00		
Positive Pay Exception	85.00		
Outgoing Domestic NRP Wire	3.00		
Remote Deposit Monthly Main	12.00		
Remote Deposit Fee	130.00		
On-US Items	4.00		
Total Annual Cost			

**EXHIBIT D
CITY OF MARYLAND HEIGHTS, MISSOURI
REQUEST FOR PROPOSAL FOR BANKING SERVICES**

Other value added services or fees (specify)

Please attach as additional exhibits any other services offered by your financial institution that may be attractive to the City to enhance its' cash management program. Also, any comments or suggestions with regard to bank account structure would be welcomed.

EXHIBIT E
CITY OF MARYLAND HEIGHTS, MISSOURI
REQUEST FOR PROPOSAL FOR BANKING
SERVICES

CERTIFICATION OF PROPOSAL

The undersigned attests that the information contained within the proposal is accurate to the best of his/her knowledge, and that the banking institution:

1. Has the ability to adhere to all State of Missouri statutory provisions applicable to the City of Maryland Heights,
2. Agrees with the requested banking services, unless otherwise noted in the proposal,
3. Has included copies of the last two available year-end financial statements and that there has not been any subsequent events which would materially affect the financial institution's financial position,
4. Has not provided any gratuities, favors, or anything of monetary value to any elected official, director, employee, agent or board member of the City for the purpose of influencing favorable disposition toward this proposal,
5. Has not engaged, in any manner, in any practice with any other financial institutions' proposals that might restrict or eliminate competition, or otherwise restrain trade.

Signature

Title

Printed Name

Bank Name

Address

Phone Fax Email

Local Branch Address