



	Approved	Denied
Date Action Taken:	6/12/06	
Other:		
Verified by:	<i>[Signature]</i>	

**WASILLA CITY COUNCIL ACTION MEMORANDUM**

**AM No. 06-28**

**TITLE: AUTHORIZATION OF A THREE-YEAR CONTRACT AND AWARD OF BID FOR BANKING SERVICES TO WELLS FARGO BEGINNING AUGUST 1, 2006 THROUGH JULY 31, 2009.**

Agenda of: June 12, 2006

Date: June 1, 2006

Originator: William A. Miller, Purchasing Officer

Route to:	Department	Signature/Date
	Police Chief Youth Court, Dispatch, Code Compliance	
	Culture and Recreation Services Director Library, Museum, Sports Complex	
	Public Works & Recreation Facility Maintenance Director	
X	Finance, Risk Management & MIS Director Purchasing	<i>[Signature]</i>
X	Deputy Administrator Planning, Economic Development, Human Resources	<i>[Signature]</i>
X	City Clerk	<i>[Signature]</i>

**REVIEWED BY MAYOR DIANNE M. KELLER:** *[Signature]*

**FISCAL IMPACT:**  yes Annual estimate of \$5,600 for Banking Service Fees  
Annual estimate of \$2,850 for Custody & Safekeeping Fees  
Annual estimate of \$6,020 for Merchant Services Fees

**FUNDS AVAILABLE:**  yes  no

**ACCOUNT NAME/NUMBER:** Various

**ATTACHMENTS:** Request for Proposals 0612-0-2006/WM  
Proposal Score Sheet

**SUMMARY STATEMENT:** In accordance with WMC 5.08.120, on May 1, 2006, the City of Wasilla issued Request for Proposal 0612-0-2006/WM for banking services. Other than the "Custody and Safekeeping" fees and merchant services fees for VISA, the \$5,600 banking service fees are offset by the \$140,000 deposited into a fully refundable non-interest bearing deposit account. Estimated annual costs based upon current volume for custody and safe keeping will be \$2,850, and merchant services fees based upon current volume will be \$6,020.

Proposals were received from three institutions: Alaska USA Trust Company, First National Bank Alaska (FNBA) and Wells Fargo. Following a thorough review of the three proposals to ensure each was responsive and responsible, a committee of three scorers (Director of Finance, Staff Accountant and Purchasing/Contract Officer) scored the proposals. Based upon firm experience, fee structure, experience of the institution and its representative assigned to the City, methodology/approach, communication and response from five references, Wells Fargo scored the highest with 280 total points. FNBA scored 242 points and the proposal from Alaska USA Trust Company was deemed non-responsive as they did not bid on all the services requested in the RFP. The primary reason for the difference in the scores was the fact that FNBA charged more for their services than Wells Fargo. For example, Wells Fargo proposed a fee of \$2,850 for "Custody and Safekeeping of Investment Portfolio" whereas FNBA proposed a fee of \$7,800. In addition, FNBA had only four references submitted whereas Wells Fargo had all five which, while not a requirement of the RFP, was a significant scoring factor as outlined on pages 19 and 20 of the RFP.

**ACTION:** Council is requested to authorize the award of a three-year contract for banking services to Wells Fargo. The contract will be effective August 1, 2006 and is a three year contract with the option to renew for two (2) additional one (1) year terms. The continuation of the new Contract beyond the current fiscal year is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the Wasilla City Council. The City may terminate this Contract, and Wells Fargo waives any and all claim(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the funding from City, State, and/or federal sources is not appropriated or is withdrawn, limited, or impaired.