



NOTICE INVITING

PROPOSALS

FOR

BANKING SERVICES

PROPOSALS DUE:

February 24, 2012

PROPOSAL CONTACT:

BOBBY KAHN

Phone: (559) 675-7768

NOTICE INVITING PROPOSALS FOR:

Banking Services

The Madera County Economic Development Commission (MCEDC) is issuing a Request for Proposal (RFP) from qualified firms with experience and success in providing banking services to Government, Joint Power, and/or Non Profit Agencies.

The deadline for submission of proposals for this work is February 24, 2012.  
Please send your proposals to:

Madera County Economic Development Commission  
2425 W. Cleveland Ave., Suite 101  
Madera, CA 93637  
Attn: Bobby Kahn

## **BACKGROUND**

Madera County Economic Development Commission (MCEDC) is a Joint Powers Agency with agreements with the County of Madera, City of Madera and the City of Chowchilla. The services provided by the Commission are to bring large scale projects to Madera County, find sites for new locations, assist in the development of small business, expand existing business, and locate financial resources for business.

MCEDC currently maintains a primary banking relationship with one depository institution. MCEDC has determined that a review of the services offered by qualifying institutions is appropriate at this time. MCEDC seeks proposals from Financial Institutions interested in providing banking services for MCEDC. We encourage financial institutions to submit the most comprehensive proposal possible offering the highest quality of service while providing opportunities for improving the current management of cash flow.

Determination of best value to MCEDC shall be based upon, but not limited to, the following considerations: cost; the ability, capacity, and skill of the proposer to provide the services; the ability of the provider to deliver timely services; the character, integrity, reputation, judgment, experience, efficiency of the provider and the ability to support MCEDC in their mission. No single factor will determine the final award decision. Please describe all other services that may be used in the determination for award of bid. All costs directly or indirectly related to the presentation of a response to the Request for Proposal.

## **SUBMITTAL REQUIREMENTS**

To be considered for the work, three copies of your proposal must be received at Madera County Economic Development Commission, 2425 W. Cleveland Ave., Suite 101, Madera, CA 93637 Attn: Bobby Kahn, no later than 5pm on February 24, 2012. Proposals may also be submitted by facsimile, at (559) 675-3252 or electronic mail to [lgrow@maderacountyedc.com](mailto:lgrow@maderacountyedc.com)

## **QUALIFYING REQUIREMENTS**

### **A. Qualified Depository & Term of Agreement**

Any financial institution submitting a proposal must be a qualified public depository, as defined by California General Statutes, and must perform its obligation under this proposal in compliance with all applicable federal and state laws and regulations, statutes and policies. The intent of this RFP is to identify a financially secure federal or state institution that can offer the highest quality of service at the lowest overall cost to MCEDC.

B. Federal Reserve Member

The bank must be a member of the Federal Reserve System. The bank must be a federally or State of California chartered financial institution and in good standing among other comparable banks.

C. Capitalization

Respondents must be adequately capitalized to accommodate MCEDC's cash and investment management needs.

**GENERAL INFORMATION**

Proposals will include the financial institution name, office address, address of the office to provide services, name of contact person and contact information.

Proposals shall outline any fee schedule and fully describe the services to be provided.

The proposal shall be signed by an official authorized by the firm and shall contain a statement to the effect that the proposal is valid for at least ninety (90) days.

MCEDC will not pay for any costs incurred by any firm or persons submitting a proposal in response to the RFP. MCEDC reserves the right to reject, modify or cancel, in part or in its entirety this RFP at any time. All responses to this RFP shall become the property of MCEDC and will be retained and disposed accordingly.

Incomplete proposals may be rejected as nonresponsive. MCEDC reserves the right to waive any irregularities in the proposals.

**SELECTION PROCESS**

From the proposals submitted, MCEDC, Executive Director, with MCEDC's Selection Committee may select the firm best able to meet the needs for this agency. And/or may create a short list of several firms to meet with and discuss their proposals. MCEDC is not obligated to select the person or firm with the lowest fee proposal to perform these professional services.

Each firm submits a proposal at its own risk. No compensation will be due any firm for preparation of a written proposal or for meeting with staff after a short list has been determined. No obligations or commitments are incurred by MCEDC in solicitation of these proposals and selection.

The deadline for submission of proposals for this work is February 24, 2012.

Please send three copies of your firm's proposals to:

Economic Development Corporation of Madera County  
2425 West Cleveland Ave, Suite 101  
Madera, CA 93637  
Attn: Bobby Kahn, Executive Director

Should you have any questions or require additional information, please call (559) 675-7768.