



Item: City of Great Falls Request for Proposals – Depository and Banking Services

From: Fiscal Services

Presented By: Fiscal Services Director Melissa Kinzler

Action Requested: Postpone Award for the Depository and Banking Services

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission postpone the bid award for the Depository and Banking Services.”

2. Mayor calls for a second, discussion, public comment, and calls the vote.

Staff Recommendation: The evaluation committee recommends the City Commission postpone the bid award for the Depository and Banking Services.

Background: A Request for Proposals for Depository and Banking Services was sent out to five banks on October 18, 2013. The RFP was advertised in the Great Falls Tribune on October 23 and November 21, 2013 as well as on the City’s web site. A pre-bid conference was held on Wednesday October 30, 2013 with two banks attending. The RFP submittal due date was November 22, 2013.

The last time the City issued a RFP for Depository and Banking Services was January 2004. At that time First Interstate Bank was retained as the City’s primary depository and banking services provider. First Interstate Bank has been our provider since 1994.

Evaluation and Selection Process

An evaluation committee comprised of Commissioner Bob Kelly, Deputy City Manager Jennifer Reichelt, Fiscal Services Director Melissa Kinzler, Fiscal Services Admin Assistant Krista Artis, and Staff Accountant Cheryl Lucas was chosen to review the RFP’s received.

The evaluation committee is requesting additional time to further review and evaluate the proposals.

Alternatives: The City could stay with First Interstate Bank under the contract currently in place.