

Date of Action: 5/23/16	
Approved <input checked="" type="checkbox"/>	Denied <input type="checkbox"/>
By: Sarah White	

**CITY COUNCIL ACTION MEMORANDUM**

**AM No. 16-17: Awarding A Three (3)-Year Contract To Wells Fargo For Banking Services Beginning August 1, 2016 Through July 31, 2019.**

Originator: April Dwyer, Purchasing

Date: 5/9/2016

Agenda of: 5/23/2016

Route to:	Department Head	Signature	Date
X	Chief of Police	[Signature]	5/11/16
X	Public Works Director	[Signature]	5/11/16
X	Recreation & Cultural Services Director	[Signature]	5/11/16
X	Finance Director	[Signature]	5-11-16
X	Deputy Administrator	[Signature]	5/11/16
X	City Clerk	[Signature]	5/11/16

Reviewed by Mayor Bert L. Cottle: [Signature] 5:11:2016

**Fiscal Impact:**  yes or  no      **Funds Available:**  yes or  no

**Account name/number/amount:**

Professional Services - Other      001-4150-415-30-34  
 Other Purchased Services (various)      xxx-xxxx-xxx-50-90

Attachments: RFP 0226-0-2016/AD Banking Services Proposal score sheet.

**Summary Statement:** In accordance with WMC 5.08.120, on February 26, 2016, the City of Wasilla issued Request for Proposal No. 0226-0-2016/AD for Banking Services.

Proposals were received from two institutions: Wells Fargo Bank and First National Bank Alaska. Following a thorough review of the two proposals to ensure each was responsive and responsible, a committee of four scorers (Director of Finance, Controller, Public Works Director, and Library Director) scored the proposals.

Proposals were scored by the evaluation committee based on their experience and qualifications, approach and methodology, and references. The following table lists the scores:

Wells Fargo	193
First National Bank Alaska	179

Proposals were then scored for cost by the Director of Finance and Controller. Wells Fargo received 32 points and First National Bank Alaska received 40 points. The below table represents the cost for services by institution:

<u>Institution</u>	<u>Banking Services</u>	<u>Merchant &amp; Trust</u>	<u>Year 1 Cost</u>	<u>Year 2-4 Cost</u>	<u>TOTAL</u>
Wells Fargo	\$11,977	\$7,998	\$18,310	\$41,615	\$59,925
First National Bank Alaska	\$9,973	\$9,501	\$17,851	\$40,571	\$58,422

The combined scores are:

Wells Fargo	225
First National Bank Alaska	219

Although Wells Fargo presented a slightly higher cost for banking, merchant, and trust services, their overall proposal is still ranked first and is recommended for contract award.

**Staff Recommendation:** It is recommended that Council adopt AM No. 16-17 and award a three (3) year contract to Wells Fargo for banking services beginning August 1, 2016.

City of Wasilla  
RFP Scoring Sheet  
RFP No.0226-0-2016/AD  
Banking Services  
Due: April 8, 2016 @ 4pm

Proposals received from: **First National Bank** **Wells Fargo**

1 Proposal received on time?	YES	YES
2 Is there 1 original proposal marked "MASTER"?	YES	YES
3 Is there 4 identical copies?	YES	YES
4 Is the Cost Proposal separate from Narrative Proposal?	YES	YES
5 Is the RFP completed and signed?	YES	YES

Scoring for: **First National Bank** **Wells Fargo**

1 **Approach and Methodology (25 points)**

Evaluator 1	20	21
Evaluator 2	22	22
Evaluator 3	20	24
Evaluator 4	14	12.5

2 **Experience and Qualifications (25 points)**

Evaluator 1	24	22
Evaluator 2	20	25
Evaluator 3	18	23
Evaluator 4	10	12.5

3 **References (10 points)**

Evaluator 1	6	6
Evaluator 2	8	8
Evaluator 3	7	7
Evaluator 4	10	10

**Total of all Scores Without Cost:**

179	193
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4 **Cost (40 points)**

The lowest total cost is assigned 40 points.

The fee points are awarded based on the following formula.  $\text{Lowest Sum Proposal} / \text{Proposer's Sum Proposal}$

$\times 40 \text{ points} = \text{Fee Proposal Points}$

40	32
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**Total of all Scores With Cost:**

219	225
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