



**REQUEST FOR THE SOLICITATION FOR  
THE REQUEST FOR PROPOSALS (RFP'S, RFQ'S)  
FAIR & OPEN PROCESS**

Date: 06/13/17

Department FINANCE

1. Service  
(detailed description): BANKING SERVICES

2. Estimated amount for this project: N/A

3. AMOUNT BUDGETED FOR THIS RFP: N/A

4. BUDGETED ITEM: N/A      YES           NO                       
*(If no, is it an ordinance authorized material, service or supply?)*

YES                           NO                           ORDINANCE NO.:                     

(B) Please identify the page number and line item appropriation sub-account:

Budget Page No.                           Account No.                     

5. Check here if:

Federal Funds                           State Funds                     


UEZ Funds                           Davis Bacon Requirements                     

*(If any of the above are checked, the project must be monitored by the department for compliance with prevailing wage rate policy and procedures.)*

6. Date you want to receive proposals by: TBD

7. Special conditions or instructions: MOTION TO ADVERTISE DATE TBD  
PREPERATION OF RFP IS IN PROCESS

8. Requested By: SUSAN BALDOSARO, CFO  
(Name – Please print or type)

  
(Signature)

Attachments:  
     Technical Requirements  
     List of vendors

Send copies to:  
Purchasing Department  
Business Administration