

Jackson Public School District



**Jackson Public School District
662 South President Street
Jackson, MS 39201**

Contact Information
Project Administrator: Earl Burke
601-960-8801
eburke@jackson.k12.ms.us

**Title: RFP 2024-16
Issue Date: Thursday, March 28, 2024**

Submission Deadline: Friday, April 26, 2024

Time: 10:00 a.m. (Central Standard Time)

PLEASE SUBMIT ORIGINAL RFP/Q DOCUMENTS IN THE FORMAT/DESIGN ISSUED ALONG WITH OTHER SUPPORTING DOCUMENTS ATTACHED TO THE PROPOSAL, BY MAIL, HAND DELIVERY, OR BY UPLOADING TO www.centralbidding.com

If you want the tabulation for this RFP/Q after Board Approval, please go to www.jackson.k12.ms.us. Double-click on Departments and select Finance and Operations. Open the Purchasing page. Select Purchasing Approved Bids/RFP/Qs. These documents will give you the tab sheet the Jackson Public School District Board of Trustees approved. Contact the Purchasing Office at 601-960-8799 for assistance if the RFP/Q is not listed.

Questions regarding proposal specification will be addressed to the Project Administrator.

PROPOSAL FORM

**Board of Trustees
Jackson Public School District
Jackson, Mississippi**

Ladies and Gentlemen:

We propose to furnish and deliver all items and/or to perform all services according to all sections of this RFP/Q document (Proposal Form, Instructions and Conditions, Specifications, and Addendum if applicable) and in the quantities at the indicated prices, as called for in the document(s). All requested amounts shown have been verified, and both unit price and total price (where requested) have been submitted with the understanding that we shall be responsible for making complete and satisfactory delivery within the required time frame (if applicable).

All items in this RFP/Q shall be as specified, or JPSD approved equal. For any item(s) proposed which is other than as specified, a complete and detailed cut and description for each item(s) must accompany the RFP/Q, if the item(s) is to be considered. Please carefully read each section of this RFP/Q.

The Jackson Public School District reserves the sole discretion and right to:

- Waive minor irregularities in proposals. A minor irregularity is a variation that does not affect the bid, gives one offeror an advantage or benefit not enjoyed by other offerors, or adversely impacts the school district's interests.
- Determine and accept the "lowest and best" RFP/Q, which, in their judgment, assures JPSD the product(s) or service(s) has the best performance and the highest level of function, quality, and value.
- Reject or disqualify the lowest-priced proposal submission if it does not comply with the requirements stated within this RFP/Q.
- Reject submissions not meeting the submission deadline as unopened.
- Request additional information or conduct discussions after the RFP/Q deadline with any or all responders to secure a final selection to award RFP/Q should such action be in the best interest of JPSD.
- See Pages eleven (11) and twelve (12) for further instructions.

I understand and agree that neither the award of this RFP/Q nor receipt of a notice of acceptance of this RFP/Q shall constitute the making of a contract. Any binding agreement shall be conditioned upon the execution of a formal, written agreement.

Respectfully submitted,

Printed signature _____ Written signature _____

Title _____ Date _____

Company _____

Address _____

Phone _____ Fax _____

E-mail address _____

Check the operating status of your business as indicated: ☐ Woman-Owned ☐ Non-Minority ☐ Minority.

The Board of Trustees of the Jackson Public School District (hereafter referred to as "JPSD") is soliciting sealed, written formal Requests for Proposals (RFP/Q) from qualified vendors (hereafter referred to as "Vendor") for the purchase of furniture, equipment, supplies, materials, labor, or services as outlined in the following specifications. JPSD shall receive a sealed RFP/Q in the Business Office of the Jackson Public Schools, 662 South President Street, Jackson, Mississippi, until the time specified on the RFP/Q Opening Schedule (front page of the formal RFP/Q document). At this time, all RFP/Qs shall be publicly opened and read aloud. Neither dating of the RFP/Q form nor placing the RFP/Q in the mail by this date shall meet legal requirements; the formal RFP/Q document must be **received in the Business Office** of the Jackson Public School District on or before the date and time stated.

JPSD reserves the right to reject any RFP/Qs received and to waive any informalities. Vendors are encouraged to read all sections of this RFP/Q document before submitting an RFP/Q proposal. Any agreement generated due to an award may be terminated by the District without cause upon one week's prior notice to the vendor.

Vendors must provide a current copy of their company's Certificate of Insurance with Workers Compensation included in the coverage for not less than \$1,000,000.00. JPSD must be listed as an insurer under the coverage provided. This insurance must be maintained throughout the contract. This coverage must be submitted and kept on file with JPSD.

It is the basic philosophy of JPSD to extend to all responsible Vendors equal consideration and the assurance of unbiased judgment in determining whether their product or service meets specifications and the school district's educational needs. JPSD shall fairly evaluate all formal RFP/Q proposals submitted and base all decisions on the "lowest and best" RFP/Q concept, purchasing only those products or services that meet the written specifications. All decisions rendered shall strive to achieve the most significant value from every tax dollar expended. JPSD shall make no discrimination based on race, color, creed, religion, or national origin in the product evaluation or in transacting business with Vendors or Vendor representatives.

The advertising and publishing of this RFP/Q have met all legal requirements (Mississippi Code of 1972, Annotated, §31-7-13); hence, the condition to offer public notice of the intent of JPSD to solicit RFP/Qs via this RFP/Q document has been satisfied.

This document is to serve as an invitation to all qualified vendors to extend to JPSD an offer for the sale of all products or services specified herein. This RFP/Q document aims to clearly define "open" and "competitive" product or service RFP/Q specifications. All items on this RFP/Q must be **as specified, or JPSD approved equal**.

Addendum: The vendor shall acknowledge the receipt of all addendums issued during this RFP/Q. If specified in the text of the addendum, in addition to acknowledging receipt of the addenda below, the addenda may require additional information required for the RFP/Q (e.g., pricing), in which case the Add RFP/Q Addendum shall not only be acknowledged below but shall be completed and attached to the RFP/Q at the time the RFP/Q proposal is submitted. Receipt of the following Addendum issued during the course of this formal RFP/Q is now acknowledged:

Addendum Number		Date	
Addendum Number		Date	
Addendum Number		Date	

It is acknowledged that this RFP/Q proposal consists of the following sections: **PROPOSAL FORM, INSTRUCTIONS AND CONDITIONS, SPECIFICATIONS,** and any **ADDENDUM** (if applicable).

Net Prices

In all cases, prices quoted are to be net, including all applicable discounts. A separate price shall be offered for each item and not in combination with other items (unless the grouping of items is otherwise allowed as defined in the specifications). Unit price shall prevail in case of a conflict between unit and total price (extension); written price shall prevail in a conflict between written and enumerated pricing. Vendors are instructed to **round off all unit pricing and extensions to the nearest whole cent, i.e., round the pricing to two places to the right of the decimal point.** JPSD will only accept pricing, which is stated in this manner. All items for which pricing is submitted other than two places to the right of the decimal shall be accepted; however, all digits beyond a whole cent (more than two places to the right of the decimal) shall be ignored in the RFP/Q analysis process. The unit price indicated on the purchase order shall be to the nearest whole cent for each item involved.

Payment and Invoicing

Unless otherwise indicated in the detailed specifications of this RFP/Q document, JPSD shall make remittance in a **single lump sum payment following satisfactory delivery of all items** listed on the purchase order or following satisfactory performance (final inspection) of all services as specified in the contract. JPSD remits by "completed purchase order" only; remittance shall not be made upon receipt of partial shipments or performance or the receipt of invoicing for same, but only after all items included on the purchase order or contained in the contract are delivered or satisfied.

It is mutually understood that invoices submitted against Multi-Year or Open Purchase Orders and remittances are processed based on the contracted scheduled agreement before the purchase order is generated. Only **Multi-Year and Open Purchase Orders** have multiple invoices received for remittance for payment. Professional Services, materials, and other such services; invoices are submitted for payment in intervals following satisfactory delivery of ALL services or performance of ALL services indicated in the contracted agreement between the said vendor and JPSD for that period, following inspection if applicable. **Any freight/shipping cost incurred for tangible items, such as books, pamphlets, handouts, materials needed for presentations, etc., must be included in the total price proposal submitted if applicable.**

Performance Penalty

The Vendor is subject to a 10% penalty on this agreement for the **2024-2025** school year if the objectives of this agreement are not satisfied. After the objectives are satisfied, the District will withhold 10% of the total contract for final payment.

Default and Delays

Upon failure of the Vendor to deliver all of the items ordered or to render service within the time set or allowed, the successful Vendor shall be considered in default, in which case JPSD reserves the right to terminate the purchase order or contract and to purchase similar supplies, services, or furniture and equipment, on the open market or secure the manufacture, delivery, and installation thereof by contract or otherwise. The Vendor shall be charged with any cost occasioned by JPSD, whether the price is the same as initially accepted or any excess fee.

Damage to School Property

Any damage or loss to JPSD property as a result of any action by the Vendor in the delivery, execution, or performance of any item or service stated in these specifications shall be repaired or replaced to the satisfaction of designated JPSD personnel at the Vendor's cost, within a reasonable time.

Guarantee

By presenting an RFP/Q under these specifications, each vendor binds himself to ensure that all goods are entirely up to the standards set by the specifications. Should it be discovered within a reasonable period from the date of the purchase order or contract that such goods or services are not up to standard, JPSD shall have the right to have such goods or services replaced by others conforming to the standard requirements and the entire expense be borne by the Vendor. The Vendor shall agree to guarantee and warrant all equipment provided as a result of this RFP/Q for a period equal to the stated guarantee/warranty in the specifications. All such warranties shall provide coverage as indicated in the specifications.

Acceptance and Award of RFP/Q Proposals

The Vendor's RFP/Q proposal, once submitted and accepted as a valid RFP/Q by JPSD, shall be deemed by both parties to constitute a legal and binding offer on the part of the Vendor to sell to JPSD as per the terms of the RFP/Q specifications all products or services contained therein. RFP/Q proposals are subject to acceptance by JPSD at any time within forty-five (45) calendar days following the RFP/Q opening date. Consequently, all price quotations shall be effective for a minimum of forty-five (45) calendar days and a maximum period as indicated in the specifications. All RFP/Qs must be valid for the effective dates stated in the specification if applicable.

Award of a contract shall be made to the responsible Vendor whose RFP/Q, conforming to the specifications, is deemed the most advantageous to JPSD, price, and all other factors considered. The Vendor acknowledges the right of JPSD to reject the RFP/Q, in part or in total, if the Vendor fails to submit the data required in the specifications or if the RFP/Q is incomplete or irregular. Under no circumstances may a Vendor deliver, install, or perform any service as specified in these specifications without written authorization from JPSD (i.e., a duly issued purchase order or signed contract). The Board shall approve all RFP/Qs of Trustees before the final award.

The Vendor shall be issued a purchase order document, which shall be deemed acceptance of the RFP/Q proposal offer made by the Vendor for all items or services approved by the Board of Trustees and awarded as a result of this RFP/Q. However, if, in the opinion of JPSD, a contract document is required to authorize the award of the RFP/Q, the Vendor agrees to sign and execute all such contract documents as required in the written specifications. NOTE: If Vendor policy requires that JPSD sign Vendor contract documents, a sample of all such documents shall be included with the RFP/Q proposal and become part of the Vendor's RFP/Q proposal.

All awards are based on the availability of funding. In the event of a reduction of funds, this award can be rescinded at any time.

Grievance Procedure

JPSD has adopted a Vendor Grievance Procedure to address and resolve any Vendor grievances or disputes resulting from or arising from JPSD's RFP/Q process. If the Vendor disagrees with any aspect of the RFP/Q process, the Vendor shall adhere to the following procedure. The vendor shall submit a letter or written statement of protest to the Purchasing Agent, with a copy to the Superintendent, identifying the RFP/Q, including the RFP/Q number, title, opening date, and, if applicable, the item number(s) at issue, and explaining, in detail, the nature of and reason(s) for the protest. JPSD shall acknowledge no verbal protest. Vendor protests must be received by the Purchasing Agent not later than five (5) business days before the date of the Board meeting at which the Board is to act upon the RFP/Q that is the subject of

the protest. A review committee appointed by the Superintendent shall evaluate the rally and render a decision expeditiously. The review committee's decision shall be based on evidence presented by the Vendor, the Purchasing Agent, and other appropriate parties, to be determined at the committee's discretion. At the committee's sole discretion, the committee may conduct a hearing on Vendor's protest. The review committee's decision shall be submitted to the Superintendent for approval. The protesting Vendor shall be informed, in writing, of the Superintendent's decision not later than two (2) business days before the date of the Board meeting at which the Board is to act upon the RFP/Q that is the subject of the protest. The Superintendent's decision shall be final unless the Vendor appeals such decision to the Board of Trustees. **Suppose the Vendor wishes to appeal the Superintendent's decision.** In that case, the Vendor shall deliver its appeal in writing to the Office of the Superintendent no later than noon on the date of the Board meeting at which the Board is to act upon the RFP/Q that is the subject of the appeal. Appeals shall be presented to the Board at the meeting at which the Board acts upon the RFP/Q that is the subject of the appeal, and the Vendor, upon written request, will be granted up to five (5) minutes to appear and present to the Board at such meeting its protest and appeal. After the Board takes final action upon an RFP/Q, no appeals or protests will be acknowledged by JPSD. The decision of the Board shall be final, subject to the Vendor's right to pursue a legal remedy.

ASSURANCE AND SIGNATURE FORM

In submitting this application, I certify that:

1. The organization will comply with federal, state, and local policies and procedures.
2. Services will be provided under the supervision of highly qualified teachers and administrators.
*
3. The organization will maintain professionalism and confidentiality.
4. The organization is fiscally sound and will be able to complete services to the local educational agency.
5. The organization will ensure that the services provided are aligned with the Mississippi Curriculum Frameworks and scientifically research-based practices. *
6. The organization will comply with applicable federal, state, and local health, safety, and civil rights laws.
7. Provisions that subject all individuals employed by or otherwise associated with the approved provider, including volunteers, support staff, etc., who have direct contact with students, to the fingerprint and criminal history record check contained in the law, including Education Laws 305(30), 1125(3), 1604(39), 1604(40), 1709(39), 1709(40), 1804(9), 1804(10), 1950(4)(11), 1950(4)(mm), 2503 (18), 2503(19), 2554(25), 2554(26, 2590-h (20), 2854(3)(a-2), 2854(3)(a-3), and 3035.
8. All services will be secular, neutral, and non-ideological.
9. The organization will provide the local educational agency with information regarding the implementation of proposal initiatives in increasing achievement in a format, and to the extent practicable, a language or other mode of communication such that district personnel, parents / legal guardians, and community members can understand. *

The undersigned certifies that I am authorized to act on behalf of the organization in submitting this application and assurances. To the best of my knowledge, I certify that all of the information provided herein is true and accurate. I understand that the discovery of deliberately misrepresented information contained herein may constitute grounds for denying the applicant's request for approval.

Name of Organization

Printed Name of Authorized Representative

Signature of Authorized Representative

Date Signed*For Educational/Instructional proposals

Submission of RFP/Q Proposals Instructions if not emailed to the email address listed:

- Responses, once completed, should be placed in an opaque, sealed envelope.
- On the outside of the envelope, list the Company's name/address, RFP/Q number, title, opening date, and addressee information as they appear in the RFP/Q proposal so that the response may be accurately delivered and registered upon receipt. A designated official who is a legal representative of the Company must list the required signatures that are noted before submitting the sealed proposal.
- Failure to comply with the above submittal instructions will cause proposals not to be registered or cataloged to the appropriate file or received timely. The original documents must be displayed in front of all copies submitted by interested parties.
- Please submit Original RFP/Q Documents in the Format Outlined along with Six (6) Copies and any Documentation submitted with the Proposal when Mailed or Hand Delivered to:
- Any proposal not received by the stated deadline/time will not be considered or opened. The submission will be returned to the Vendor at the Vendor's expense.
- The District accepts no liability for late submissions due to the actions of the United States Postal Service, Federal Express, United Parcel Service, or any other delivery methods.

Page (22): The cover page will be placed on the front of the vendor's proposal. If this page is not displayed when the proposal's opening occurs, it will not be acknowledged or allowed to be presented or evaluated. Place this page on the very front of the submitted documents. This is required on all submitted proposals, whether mailed, hand-delivered, or electronically Uploaded. An authorized official must sign the submitted proposal to bind the offeror to the proposed provisions.

Proposals received after the due date and time will NOT be considered. Incomplete submissions will not be accepted in the evaluation process or returned for revisions. No faxed or emailed copies will be accepted. The Proposal Cover Page is located on page (22) of this document.

Please submit the proposal when mailed or hand-delivered to the below address:

**Jackson Public School District
Business Office
Attn: Michele Mays
662 S. President Street
Jackson, MS 39201**

Or

The mailed or hand-delivered proposal must include the Original and six (6) copies. Proposals may be uploaded to www.centralbidding.com before the designated date and time. No documents are warranted if uploaded electronically.

Please follow the proposal submittal instructions.

Insert page numbers when submitting electronic proposals.

Please submit RFP/Q documents in the original format and other supporting documents attached to the proposal and upload them to www.centralbidding.com.

For any questions concerning the process or how to register, please contact central bidding at 225-810-4814.

For this proposal to be accepted for evaluation, all information must be completed, and all instructions must be followed.

Until further notice, all hand delivery proposals delivered between 9:00 a.m. and 9:59 a.m. (local prevailing time) on the date the bid is scheduled to open must be returned to JPSP Board Room, 621 South State Street, Jackson, MS 39201.

RFP/Q openings will be video recorded for the public to view on the above date and time at Jackson Public School District, Central Office 621 S. South State Street, Jackson, Mississippi 39201.



JACKSON PUBLIC SCHOOL DISTRICT

Bid Title Page and General Information

Jackson Public School District
662 South President Street
Jackson, MS 39201

Bid Name: **RFP 2024-16**

Title: **Jackson Public School District Depositories**

Issue Date: **Thursday, March 28, 2024**

Submission Deadline: **Friday, April 26, 2024**

Time: **10:00 a.m. (Central Standard Time)**

Contact Information:

Name:	Mr. Earl Burke, Chief Operations Officer (COO)
Telephone:	601-960-8801
E-mail:	eburke@jackson.k12.ms.us

General Information:

Please review all instructions carefully. The final RFP awardee(s) list and tabulation sheet will be available after Board Approval. It can be accessed at www.jackson.k12.ms.us. Double-click on Departments and select Business Services. Open the Purchasing page. Select Purchasing Approved Bids/RFPs. Contact the Purchasing Office at 601-973-8582 for assistance.

Questions regarding proposal specification will be addressed to the Contact listed above.



NOTICE AND INSTRUCTION TO BIDDERS

JACKSON PUBLIC SCHOOL DISTRICT DEPOSITORIES FOR THREE (3) YEARS

July 01, 2024, and ending June 30, 2027

SUBMISSION OPENING DATE AND TIME: Friday, April 26, 2024 @ 10:00 A. M

LOCATION: Jackson Public School District

Office of Finance and Operations: Purchasing
662 S. President Street
Jackson, MS 39201

For additional information or clarification, contact:

Mr. Earl Burke, Chief Operations Officer
Telephone: (601) 960-8801
E-mail: eburke@jackson.k12.ms.us

INTRODUCTION:

Notice is with this given to all qualified financial institutions according to existing provisions of Sections 27-105-315, 27-105-305, 27-105-5, and 37-7-333, Mississippi Code Ann. (1972), it is the intention of the Board of Trustees of the Jackson Public School District (JPSD) to select one or more depositories to assist with the banking functions for funds of the Jackson Public School District for a three (3) year period commencing not later than July 1, 2024, and ending June 30, 2027, and until new arrangements shall be made according to law.

The legal provisions for naming the Jackson Public School District depositories are outlined in Section 37-7-333, Mississippi Code Ann. (1972), and related statutes.

PREPARATION OF PROPOSALS:

1. Proposals (1) Original and (1) Copy must be sealed and submitted as specified above.
2. Sealed proposals shall be delivered to the above address any time before but by 10:00 a.m. on Friday, April 26, 2024.
3. All responder information must be entered in the appropriate space on the proposal form. Failure to do so may disqualify your offer.
4. All information shall be entered in ink or typewritten. Corrections will be initialed in ink by the person(s) signing the bid.

5. Corrections or modifications shall not be accepted after the specified closing time.
6. An authorized officer or Bidder employee shall sign all applicable proposal documents.
7. To be considered “on time,” bids must be submitted by the opening date and before the time specified. No late bid submissions will be accepted.
8. Proposals must be submitted in a sealed envelope with the following information written or typed on its face:
 - a. Bid Name: RFP 2024-16
 - b. Title: Jackson Public School District Depositories
 - c. Submission Deadline: Friday, April 26, 2024 @ 10:00 A. M
 - d. Time: 10:00 a.m. (Central Standard Time)

ACCOUNT INFORMATION:

JPS Account information will be provided upon request.

EVALUATION PROCESS:

The Chief Operations Officer (COO) or designee will evaluate all proposals submitted. After the bid opening, the COO will recommend one or more depositories for the Board of Trustees’ approval at the most appropriate regular school board meeting.

The criteria that will be used to make the selection include, but are not limited to, the following, not necessarily in the order listed:

1. Type of third-party institution holding collateral.
2. The financial strength of the institution.
3. Interest Rates offered on accounts.
4. Branch locations. Proposals should include a listing of all branches in Jackson (Proposal Document Form Item #3) and information detailing any negative remarks about the institution’s Community Reinvestment Act status over the past five (5) years.
5. Automated Clearing House (ACH) Service** via the Internet for online banking, Federal/State Tax Payments, and Payroll Direct Deposit.
6. Services that are offered at no cost to the JPSD.
7. Other investment opportunities available to the JPSD through the bank.
8. And any additional services offered.

**The JPSD requires full service provided by ACH in the following areas (but not limited to) the following: viewing of all JPSD deposits, inter-fund transfer capability, 24-hour account balance viewing, stop payments issued online, canceled check viewing with endorsements, federal/state tax deposits, payroll, and accounts payable direct deposits.

ADDITIONAL INFORMATION AND RESERVATIONS:

JPS reserves the right to request additional information regarding the bid after bids are opened, which will help determine the successful Bidder.

JPS reserves the right:

1. To award based on individual accounts, groups of accounts, or all Jackson Public School District accounts.
2. To reject any or all bids or any part thereof.
3. To waive any or all irregularities and formalities.
4. To designate one or more banks submitting bids as depositories and to deposit JPSD funds with any depository from time to time during the fiscal year according to the best interests of the Jackson Public School District, including but not limited to interest rate, cost, services offered and convenience to the Jackson Public School District.
5. Accept the bid that is the most responsive and responsible in the best interest of the Jackson Public School District.

Proposals cannot be withdrawn thirty (30) days after the bid opening date.

No bid proposals may be withdrawn once accepted by the JPS Board of Trustees.

JPS reserves the right to deposit any surplus funds, including bond funds and any surplus operating funds, with any bank qualified as a depository for state funds or as otherwise allowed by law.

The decision of the JPSD Board of Trustees shall be final.

Jackson Public School District
Office Finance and Operation/Purchasing
662 S. President Street
Post Office Box 2338 - Jackson, Mississippi 39225-2338
Telephone: 601-973-8582
Fax: 601-960-8967



DEPOSITORY PROPOSAL FORM

JACKSON PUBLIC SCHOOL DISTRICT DEPOSITORIES FOR THREE (3) YEARS

July 01, 2024, and ending June 30, 2027

SUBMISSION OPENING DATE AND TIME: Friday, April 26, 2024, at 10:00 a.m.

LOCATION: Jackson Public School District
Office of Finance and Operations: Purchasing
662 S. President Street
Jackson, MS 39201

For additional information or clarification, contact:

Mr. Earl Burke, Chief Operations Officer
Telephone: (601) 960-8801
E-mail: eburke@jackson.k12.ms.us

FINANCIAL INSTITUTION INFORMATION

Financial Institution:	
Address:	
City, State, Zip Code:	
Telephone Number:	
Fax Number:	
E-mail Address:	

TO THE BOARD OF TRUSTEES OF THE JACKSON PUBLIC SCHOOL DISTRICT:

We, the Bidder, acknowledge and submit the following bid proposal for serving as the depository for the Jackson Public School District for the period beginning July 01, 2024, and ending June 30, 2027, and until new arrangements shall be made according to law. We have read all items in this form and initialed each to indicate our acceptance.

Below is the volume and balances that Jackson Public School currently has. The information is based on (1) month of services.

MONTHLY ACTIVITY	VOLUME
Number of Bank Accounts	99
Average Daily Book Balance	\$96,250,416.00
Checks Paid (monthly)	663
Items Deposited (monthly)	796
Electronic Credits	432
Number of Deposits	770
ACH Returns	16
ACH Items	4194
Print and E Statements	64

Initials	Required Response Items
	The Bidder certifies its current and ongoing compliance with all applicable Mississippi Code sections for Depositories of Funds of Local Governments as provided by Sections 27-105-315, 27-105-305, 27-105-5, and 37-7-333, Mississippi Code Ann. (1972). The Bidder will provide JPS with additional written assurances or evidence of its compliance upon request.
	The Bidding financial institution is thoroughly familiar with Sections 27-105-305, 27-105-315, and 27-105-5, Mississippi Code of 1972, and agrees to abide by the provisions thereof.
	The Bidder is insured by the Federal Deposit Insurance Corporation, the Federal Savings and Loan Insurance Corporation, or any successors to such insurance corporations.
	The Bidder has met the primary capital-to-assets ratio of five and one-half percent (5 1/2%) or more as of June 30, 2024, and has received certification from the State Treasurer.
	The Bidder has ten (10) or more offices throughout the City of Jackson, Mississippi, reasonably close to JPS schools/locations.
	The Bidder is a qualified public funds depository approved by the State Treasurer under sections 27-105-5 and 27-105-6, Mississippi Code Ann. (1972). The qualified financial

	<p>institution shall secure those deposits by placing qualified securities on deposit with the State Treasurer as provided in Section 27-105-5.</p> <p>The Bidder agrees to remit a report detailing by entity and tax ID number to the State Treasurer and the average daily account balances for JPSD funds. The average daily balances are to be calculated at the end of the month or as otherwise required by the Mississippi State Treasurer or Mississippi State law. Bidder will comply with all legal deposit collateralization requirements, including either (check as appropriate):</p> <p>_____ Pledged securities will be in place for 105% of the average daily balances after appropriate allowances for FDIC (Federal Deposit Insurance Corporation) coverage., or</p> <p>_____ The Bidder satisfies the requirements of Section 27-105-5 (2) and 27-105-6, Mississippi Code Ann. (1972) and will meet its security obligation under the 52 ½% collateralization requirement of Section 27-105-5. The depositories are also required to report detailed collateral information. FDIC coverage will be allowed as provided by law.</p> <p>Suppose at any time the securities deposited with the Mississippi State Treasurer should depreciate or be deemed insufficient by the Mississippi State Treasurer. In that case, the undersigned financial institution agrees that upon demand by the Mississippi State Treasurer, it shall deposit additional securities (as required herein) with the Mississippi State Treasurer to ensure sufficient securities on deposit.</p> <p>As a condition to the acceptance of this bid, it is understood that failure on the part of the institution to deposit any additional security (as required herein) shall forfeit its rights as a depository, and all JPS funds in its hands shall be immediately returned to the JPSD.</p>
	<p>The Bidder agrees to execute a Collateral Security Agreement and a Custodial Agreement with the JPSD in the form recommended by the State Auditor of the State of Mississippi and the Mississippi Bankers Association to comply with Section 1823(e) of FIRREA as necessary to ensure that the JPSD will possess a preferred claim to pledged securities in the event of default by the depository bank.</p> <p>All Collateral Security and Custodial Agreements will be executed before July 1, 2024. All current Agreements in force must be re-executed before July 1, 2024.</p>
	<p>The Bidder agrees to allow for collateralization under the Treasurer of the State of Mississippi Collateral Pool Program.</p>
	<p>The Bidder agrees to prepare monthly statements beginning with the first day of the month and ending with the last day of the month, showing debits, credits, balances, and sequential listing of cashed checks within five (5) working days of the statement closing date.</p>
	<p>The Bidder agrees to allow the Jackson Public School District to establish or maintain checking or savings accounts with no service charges or fees for deposits credited, checks paid, incoming or outgoing wire transfers, or returned deposit items.</p>

	The Bidding financial institution agrees and understands that if this bid is accepted, this Bid Proposal Form shall be and constitute a part of the depository agreement between the undersigned and the Jackson Public School District.
	In addition, the Bidder agrees to provide the following services at no charge or a minimum charge to the Jackson Public School District:
	The bidder agrees to offer Positive pay to include such services as payment of matching checks by check number, vendor name and check amount, exception reports, return instructions, and holdover exceptions. Describe the procedure and timeline for paying or returning exception items and default disposition if a decision response is not received. Please insert documents to support this matter

SERVICE PROVIDED (Indicate if not available)	PROVIDED AT NO CHARGE (Indicate Yes or No)	DIRECT FEE OR SERVICE CHARGE (Indicate Fee or Charge)
Stop Payments		
Wire transfers in and out		
Night depository services		
Locking bank bags		
Keys for Night Depository Drop		
Pre-printed Deposit slips (2-part, NCR)		
Checks, except for payroll and accounts payable clearing. (3 to page)		
Re-deposit items @ least once		

Research/Statement Reproduction		
Automated Clearing House (ACH) ** internet capabilities related to (but not limited to):		
Federal/State Tax Payments		
Online Banking		
Payroll Direct Deposit		
Stop Payment		
24-Hour Balance Viewing		
Interfund Transfers		
Cancel Check Viewing & Endorsement		
CD of Cancelled Payroll and Accounts Payable Checks		
Banking software for bank-to-bank and book-to-book transfers		
Sweep accounts		
Electronic transactions – detail fees if any		
Purchasing card program		
Reconciliation software		
Imaged checks		
Imaged deposits		
Overdraft fees		

SERVICE PROVIDED (Indicate if not available)	PROVIDED AT NO CHARGE (Indicate Yes or No)	DIRECT FEE OR SERVICE CHARGE (Indicate Fee or Charge)
Remote deposit services		
Any other fees – PLEASE LIST		
ACH Alert (Fraud Alert)		
Maintenance Fee		
Checks Paid and Debit Items		
Items Deposited		
Electronic Credits		
Uncollected Funds		
Deposits		
Deposit Items Returned		
Currency Straps Sold		
Currency/Coin Deposited per \$100		
Check Cashing Fee		
ACH Returns		
Positive Pay		

[Type here]

	The Bidder agrees to provide ledger credit on the same day as deposits occur (holidays and weekends excepted, same-day credit on a wire transfer of funds from the federal and state government, and same-day credit on deposits made by the JPSD before 2:00 p.m.
	<p>The Bidder offers to pay the Jackson Public School District interest on all checking and money market accounts based on either of the following options to be selected by the JPSD:</p> <p><u>Fixed Rate:</u> The Bidder agrees to pay interest to the Jackson Public School District each month on the average daily investable balance of each checking and money market account based on a fixed, guaranteed annualized interest rate of _____ % (checking) and _____ % (money market)</p> <p><u>Variable Rate:</u> The Bidder will pay interest to the Jackson Public School District each month on the average daily investable balance of each checking account based on a variable interest rate calculated from time to time as explained below (Attach additional sheets if necessary):</p> <p>The minimum rate that will be paid to the Jackson Public School District under this option is: _____ % (checking) and _____ % (money market).</p> <p>As of the date hereof, the interest rate under the variable option is: _____ % (checking) and _____ % (money market).</p>
	Other than checking and money market accounts, the interest rate on any investments made with the depository will be subject to negotiation between the Bidder and the Jackson Public School District when such investment is made.
	The Bidder agrees to, if requested, offer advice on cash management and investment strategies necessary to utilize the Jackson Public School District's assets properly.
	The Bidder agrees to provide the information necessary to complete the annual audit at no charge to the Jackson Public School District or its auditors.
	The Bidder agrees and understands that if this bid is accepted, this Bid Proposal shall be and constitute a part of the depository agreement between the Bidder and the Jackson Public School District.

By my signature below, I represent that I am authorized to and do bind the offeror to the provisions of the attached proposal. The undersigned offers and agrees to fulfil the specified provisions outlined in the Request for Proposals. Furthermore, the undersigned fully understands and assures compliance with the Conditions of Solicitation and Standard Terms and Conditions contained in the RFP (Request for Proposals). The undersigned is fully aware of the evaluation criteria for approval in Vendor selection. I further certify respondent is in good standing and capable of providing the products/services included in the proposal submitted in response to the RFP.

Authorized Signature:

|

Type or Print Name:

Title of Person Signing:

Date of Signature:

[Type here]

Jackson Public School District

Proposal Submission Cover

Page



Jackson Public School District

Office of Finance and Operations: Purchasing

662 S. President Street

Jackson, MS 39201

RFP Proposal # _____

RFP Title _____

Submission Deadline Date and Time: _____

Participating Vendor Name _____

Address _____

Hand written Signature _____

Addendums Acknowledge Yes _____ or No _____

Combined Proposal Total Cost _____

This cover page is to be placed on the very front of the vendors submitted proposal. In the event that this page is not displayed when the deadline opening date occurs; it will not be acknowledged or allowed to be presented. Place this page on the very front of the submitted documents. This applies to all submitted proposals weather mailed, hand delivery or electronically emailed.

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