



**GARLAND INDEPENDENT SCHOOL DISTRICT**

**PURCHASING DEPARTMENT**

501 SOUTH JUPITER ROAD

Garland, Texas 75042

972/487-3009

**September 20, 2022**

**ADDENDUM 2, RFP #261-22**

**Bank Depository Services**

This addendum modifies the original document as listed below and is hereby incorporated to the contract documents. Acknowledge receipt of this addendum by returning the completed and signed form with the solicitation response. Failure to submit the addendum will be used as an evaluated factor.

The documents for RFP 261-22 are available at:

<https://drive.google.com/drive/folders/1xfBDP2IJd9UPAn88nqfl2qAC8mtkXHDp>

1. **Replace contact email for RFP 261-22 Change/Add PURCHASING CONTACT:**

- a. FROM: Diane Fields [dfields@garlandisd.net](mailto:dfields@garlandisd.net)
- b. TO & ADD: Nancy Nunez [NRNunez@garlandisd.net](mailto:NRNunez@garlandisd.net) AND [bids@garlandisd.net](mailto:bids@garlandisd.net)

2. **Change “Proposal Submission,” last paragraph to “The bank must submit the proposal in both paper and electronic form **by including a flash drive with the documents duplicated. Include the excel format with the fee schedule.**”**


3. **Questions/clarifications:**

- a. Can the District provide the fee schedule (Attachment A) in Excel format?

**ANSWER:** Yes, select link above.

- b. Please confirm that the District is only needing general information for merchant services and that pricing/fee schedule are not expected at this time. If pricing is requested, we would need more information on current processing volumes by Visa, Mastercard, AMEX and Discover transactions and dollar amount.

**ANSWER:** See “Proposal Form, paragraph Optional Services.” Optional services are informational only, unless the bank can provide further detail without additional details.

  
 Mark A. Booker, RTSBA  
 Executive Director of Purchasing

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Company Name

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Address

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City State Zip

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Signature

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Title