



## BOONE COUNTY, MISSOURI

### Request for Proposal #: 33-22AUG19 – Credit-Debit Card Processing Services for the Boone County, Missouri Offices of Circuit Clerk, Sheriff, and Prosecuting Attorney

#### ADDENDUM #1 - Issued July 18, 2019

This addendum is issued in accordance with the RFP Response Page in the Request for Proposal and is hereby incorporated into and made a part of the Request for Proposal Documents. Offerors are reminded that receipt of this addendum should be acknowledged and submitted with Offeror's *Response Form*.

Specifications for the above noted Request for Proposal and the work covered thereby are herein modified as follows, and except as set forth herein, otherwise remain unchanged and in full force and effect.

- I. The attached usage report for the Boone County Circuit Clerk is attached for informational purpose.
- II. The County received the following questions and is providing a response:

1. Paragraph 2.2.11. – Is “48” hours to mean business days?

**Response: Business days.**

2. Paragraph 2.4.1. – Does “multiple payors and assemble a payment over multiple accounts” mean multiple card holders or multiple offices taking payments?

**Response: Multiple offices taking payments.**

3. Paragraph 2.9.1. – Equipment: earlier in the RFP it mentions the offeror is required to provide computers, printers, faxes, and other equipment for the use of Credit/Debit Cards. How will an Offeror provide such equipment when all equipment for the county is purchased by the county on the county network to county specifications and kept up to date by the county? 2.9.8 mentions hardware. Is the Offeror required to place the hardware for each office or will the county's computers, printers, faxes be used for the processing of credit/debit cards?

**Response: Delete paragraphs 2.9.8.1., 2.9.8.2. and 2.9.8.4. The Contractor will not be required to provide computers, printers or faxes. Any other paragraphs referencing hardware shall mean Card Reader Devices.**

**Offeror shall outline clearly in their proposal response any hardware needed to be used whether County owned, or Vendor owned that is needed to successfully handle credit-debit card processing.**

4. Are the County's phone lines over VOIP or standard land lines?

**Response: The County has both available including analog and digital on the standard land lines. Our preference for phones is VOIP, our preference for data is analog land lines.**

By:



**Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing**

OFFEROR has examined **Addendum #1** to Request for Proposal# **33-22AUG19 – Credit-Debit Card Processing Services** receipt of which is hereby acknowledged:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Authorized Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Representative Printed Name: \_\_\_\_\_

Boone County Circuit Clerk – previous usage

<b>2017</b>	<b>Judicial Costs</b>	<b>Bail</b>	<b>At Home</b>	<b>Total Per Month</b>
Jan	\$28,158.86	\$4,980.50	\$1,879.67	\$35,019.03
Feb	\$35,075.93	\$23,897.50	\$2,288.01	\$61,261.44
Mar	\$41,360.68	\$33,038.50	\$1,936.57	\$76,335.75
Apr	\$31,198.48	\$21,857.50	\$2,643.70	\$55,699.68
May	\$34,784.55	\$14,194.50	\$1,277.45	\$50,256.50
Jun	\$30,427.14	\$26,040.00	\$1,848.16	\$58,315.30
Jul	\$26,088.99	\$24,511.00	\$2,673.41	\$53,273.40
Aug	\$34,498.23	\$17,951.50	\$1,716.00	\$54,165.73
Sep	\$36,180.85	\$9,868.00	\$2,004.04	\$48,052.89
Oct	\$29,760.88	\$19,360.00	\$1,140.50	\$50,261.38
Nov	\$27,816.91	\$8,337.00	\$1,262.00	\$37,415.91
Dec	\$29,807.05	\$19,137.84	\$1,721.00	\$50,665.89
<b>Total</b>	<b>\$385,158.55</b>	<b>\$223,173.84</b>	<b>\$22,390.51</b>	<b>\$630,722.90</b>

<b>2018</b>	<b>Judicial Costs</b>	<b>Bail</b>	<b>At Home</b>	<b>Total Per Month</b>
Jan	\$30,733.78	\$11,396.50	\$308.50	\$42,438.78
Feb	\$41,279.11	\$25,930.00	\$1,444.00	\$68,653.11
Mar	\$39,026.84	\$18,985.50	\$1,497.50	\$59,509.84
Apr	\$41,290.25	\$15,896.00	\$995.50	\$58,181.75
May	\$34,406.42	\$12,305.50	\$1,596.00	\$48,307.92
Jun	\$36,161.34	\$8,267.50	\$955.00	\$45,383.84
Jul	\$37,648.97	\$6,580.00	\$1,430.50	\$45,659.47
Aug	\$43,380.09	\$8,203.50	\$2,631.00	\$54,214.59
Sep	\$32,614.20	\$18,293.00	\$2,235.50	\$53,142.70
Oct	\$41,139.23	\$33,456.50	\$4,408.83	\$79,004.56
Nov	\$36,854.50	\$7,964.00	\$4,003.65	\$48,822.15
Dec	\$30,734.88	\$26,953.17	\$3,307.73	\$60,995.78
<b>Total</b>	<b>\$445,269.61</b>	<b>\$194,231.17</b>	<b>\$24,813.71</b>	<b>\$664,314.49</b>