Statement Questions:
- Can you provide statements similar to the previously provided for the development authority accounts that are to be grouped separately? See Attached
- Can you provide the grouped analysis statement for the general sweep concentration group for the month of February 2025? The previously provided is of the sweep account itself. See Attached

Deposit Questions:
- Are all deposit accounts designated as Public Funds? Are any non-Public Fund accounts needed by the City? Yes, all public funds
- Over the next 12 months, what are the expected balances for each of the City's accounts? See Attached

Platform Questions:
- Are there any aspects of the incumbent online treasury platform that are pain points? No, no pain points, everything works very well

Payables Questions:
- Does the City have B2C payments for refunds or other ad-hoc disbursements to individuals? Who are the receivers (i.e. taxpayers, employees of the City, etc.)? How are the B2C funds disbursed today? Yes, utility refunds, employee travel checks and reimbursements, easement payments etc.
- Please describe the current invoice capture, archival, retention, and GL (General Ledger) allocation process today. How are the invoices captured? Where are they saved? Invoices are uploaded to our accounting software and saved under the requisition
- Does the City archive images of originated payments (i.e. check/remittance)? How are the payment/remittance images captured? Where are they saved? Remittance images are not captured and will only be available once cashed as an image of the front and back of check on bank website.
- Does the City currently leverage any account or vendor verification (AVS) tools today? If yes, please describe the process and/or policies for beneficiary validation for electronic payment types. At this time we use very limited EFT for vendors. Need to design a vendor management form
- Does the City currently leverage purchasing card to mitigate PO/invoice workflows within the supply chain/sourcing/purchasing processes? No
- Does the City send an email remittance advice when paying vendors today? We do not send an email remittance advice
- How does the City manage reconciliation of AP items and/or all transactions of all accounts (i.e. including deposits, receipts, etc.)? Process monthly bank reconciliations

Purchasing Card Questions:
- Can you please provide a vendor list (attached excel outlines the information seeking to be included in this listing)? See Attached
- What is the current cycle period and payment terms? 30 days cycle / check pmt. 20 days
- How are cardholders currently coding and submitting their transactions/statements? How are receipts provided? Manually and submitted to Finance
- Are there any challenges with the card program? No
- Do you currently pay any vendors (one-time or reoccurring) with a card? Yes
- Do you have a logo on the cards? No City Logo

Receivables Questions:
- Does the city require remote deposit scanner custom data entry fields (to capture customer account numbers or customer invoice numbers)? No
- Does the city require a remote deposit data transmission? Yes

- Does the city merge electronic lockbox payments with remote deposit scanner payments into one integrated/consolidated data file for posting? No
- Does the city require a customer online payment portal? Yes
  - Does the city accept the following online portal funding sources:
    - ACH?
    - Credit Card? Yes
    - Apple Pay?
    - Google Pay?
    - Pay by Text?
- Does the city accept a single integrated/consolidated receipt payment file that includes check, ACH, and Wire payments to import into AR module? No
- How many receivables payment files are sent to the city daily for posting customer accounts? E-Lockbox
- Does the city support receivables file-based delivery or API connections? E-Lockbox

Merchant Questions:
- Is the City's current merchant processing all in person? Is there any merchant processing via the phone or internet? City accepts phone and internet payments as well.
- Is the City charging a convenience fee to process card payments? Yes
- How many terminals does the City have today? 6

1. **VENDOR REPORT AS OF 5-9-2025** - Please provide the Vendor Purchasing Report as an Excel or CSV file type. Also, please add a column for number of payments made to the vendor during the 5/8/2024-5/9/2025 date range. See Attached

2. **Average Balances:** Please provide total average non-interest bearing and total average interest bearing balances for the 19 bank accounts reflected under CITY OF STATESBORO FINANCIAL INFORMATION on page 2. As of 5/28 Non-interest $56,913.52 & Interest $8,859,898.31

3. **Activity for Additional Accounts**: The redacted statements for the Sweep Concentration account provided on 5/23 reflect the activity for 13 accounts. Please provide account activity for the City's other six accounts. See Attached

4. **M. Merchant Services & Payment Card Processing (page 7):**
   - How are you processing with Tyler and Chase today? Tyler Payments
4. Are you charging a Service Fee? If so, what is the rate? Who is managing the fee (third-party or the City)? Yes it's 2%, but proposed to increase to 3% July 1, and the City manages the fee.
   - Please provide the annual dollar amount processed and either the average transaction dollar amount processed or number of transactions for Internet/eCommerce transactions. $8,540,046.25 / 139,582 trans.
   - Please provide the annual dollar amount processed and either the average transaction dollar amount processed or number of transactions for retail (card present) transactions. $904,203.36 / 9,636 trans.
   - If you take IVR Payments, please provide the annual dollar amount processed and either the average transaction dollar amount processed or number of transactions. $821,856.76 / 18,867 trans.
   - By Department, list POS systems in use today by Company and software name.

- o Which payment gateway is being used to process payments today? Chase
  - What other payment gateways are support by the software? Maybe Open Edge/Global pmts.
- o Are you able to choose a processor other than the preferred provider? Maybe ?
- o Are there terminals in use and do they have an interface to the POS system? Yes
- o If yes, what make, model and quantity are used? Ingenico Lane 3000
  - Are they P2PE validated? Yes
  - Are the terminals integrated to the payment gateway? Yes
  - Do the terminals process PIN Debit transactions? Yes

Could you provide a deposit balance breakdown? See Attached
  - o Average balance As of 5/28-Non-interest $56,913.52; Interest $8,859,898.31
  - o The balance mix between interest bearing and non-interest bearing accounts As of 5/28-Non-interest bal. $227,654.08; Interest bal. $79,739,084.81
- Will you consider Merchant solutions outside of the integration of Tyler Technologies? Maybe
- Is Tyler Technologies tied to any other services you currently utilize? All financial
- Regarding Remote Deposit check scanners, are you currently using single-feed or multi-feed scanners? Multi-feed
- What type of file layout would you need for a 3rd party vendor to do expense management? csv
- Regarding the armored truck service, how many pickups do you currently have per week? Once per week