

MARYLAND STATE TREASURER'S OFFICE

Louis L. Goldstein Treasury Building
80 Calvert Street, Room 109
Annapolis, Maryland 21401

DATE: January 31, 2025

TO: All Prospective Proposers

FROM: Kris Chewlin
Procurement and Compliance Manager

RE: **Amendment 1:** General, Tax Refund, and Payroll Disbursement and Custody Services

RFP #DISB-12122024

The following amends the above referenced RFP documents. Receipt of this Amendment is to be acknowledged by completing the enclosed "Acknowledgement of Receipt of Amendment/Addenda Form" and including it in the proposal. The Solicitation Schedule is subject to further change modification, as required by the Office.

- **Section 2.3.7.10.2 – (located on Page #25 of 106 on the RFP)** - is hereby deleted and replaced with the following language:

“Offeror agrees to cash any State of Maryland check drawn on their bank without fees to an individual or vendor, regardless of whether the presenter maintains an account with the Offeror. Reasonable federal or state identification may be required.”

- **Section 2.3.7.1.3 – (located on Page #17 of 106 on the RFP)** - is hereby deleted and replaced with the following language:

“The Offeror must implement and execute all Agency account requests and services within twenty (20) business days of receiving written approval from STO.”

- **Section 2.3.6, paragraph 3 – (located on Page #15 of 106 on the RFP)** – is hereby deleted and replaced with the following language:

“Additionally, MSRPS submits a Positive Pay file containing check benefit payments for processing on all business days. Furthermore, MSRPS transmits a positive pay file generated by the Create-A-Check software via the File Transfer Manager software provided by the current disbursement bank each day.”

- **Key Information Summary Sheet – Contract Duration (located on Page #iii of 106 on the RFP)** – is hereby deleted and replaced with the following language:

“Five (5) Year base period with two (2) two-year renewal options.”

**ACKNOWLEDGEMENT OF RECEIPT OF AMENDMENT/ ADDENDA
FORM**

RFP NO.: **DISB-12122024**

TECHNICAL AND FEE PROPOSAL DUE DATE: February 28th, 2025 on
or before 4:00 PM ET

RFP FOR: **General, Tax Refund, and Payroll Disbursement and Custody
Services**

NAME OF OFFEROR: _____

ACKNOWLEDGEMENT OF RECEIPT OF AMENDMENT/ADDENDA

The undersigned, hereby acknowledges the receipt of the following Amendment/Addenda:

Amendment/Addendum No. 1 dated January 31, 2025.

Amendment/Addendum No. _____ dated _____

Amendment/Addendum No. _____ dated _____

Amendment/Addendum No. _____ dated _____

This form is to be included in the Transmittal Letter of our Technical Proposal

Signature: _____

Printed Name: _____

Title: _____

Date: _____

END OF FORM