

Office of the Illinois State Treasurer  
Michael W. Frerichs

Request for Proposals  
Electronic Payment Processing Services  
370-300-16-002

Addendum 2  
July 28, 2016

The Request for Proposals Electronic Payment Processing Services (370-300-16-002) (“RFP”) published by the Office of the Illinois State Treasurer (“Treasurer”) on June 15, 2016 is hereby amended as follows:

1. All references to “August 11, 2016” in the RFP are hereby changed to “August 19, 2016.”
2. The first sentence of Section II.B is hereby amended as follows:

E-Pay’s Current Vendor has entered into **four** separate sub-contracts for merchant processing services (“Processor”) for internet, POS, and telephone solutions.
3. Section II.G.2 of the RFP is hereby amended as follows:
  2. **Permit** the Participants **to** elect to have E-Pay activity fund to a bank/bank account of their choosing. However, Participants that elect this option will incur a premium by means of the E-Pay fee schedule
4. Section III.C.1.d of the RFP is hereby amended as follows:
  - d. Customer service for Participants ~~and Customers~~;
5. Section III.C.3 of the RFP is hereby amended as follows:
  3. Provide the Treasurer “view” access to Contractor’s Customer Relationship Management system for ticketing and resolution of Participant ~~and/or Customer~~ issues, in the event Contractor has such a system
5. Section III.C.6 of the RFP is hereby amended as follows:
  6. Provide monthly contributions to the Treasurer’s E-Pay marketing budget, **if the Contractor does not provide an E-Pay marketing program pursuant to Section III.E.6 of the RFP.**

6. The following is added at the end of Section III.E of the RFP:

**6. Manage and provide, with the Treasurer’s approval, a robust E-Pay marketing program.**

7. Section IV.A of the RFP is hereby amended as follows:

**A. Schedule**

The following is the schedule for this RFP:

<b>Date</b>	<b>Event</b>
June 15, 2016	RFP published on the Treasurer’s website.
June 28, 2016	Notice of intent to participate in the Bidder’s Conference due by 12:00 pm CT.
June 29, 2016	Mandatory Bidder’s Conference at 11:00 a.m. CT.
July 12, 2016	All Respondent questions due by 12:00 p.m. CT.
<b>August 1, 2016</b>	Responses to all questions posted on the Treasurer’s website by 4:00 p.m. CT.
August <b>19</b> , 2016	Responses to RFP due at 12:00 p.m. CT.
<b>August 19 through September 6, 2016</b>	<b>Evaluation of responses.</b>
<b>September 6</b> , 2016	Selection of potentially acceptable candidates.
<b>September 7</b> through <b>September 23</b> , 2016	If applicable, interviews and site visits.
September <b>28</b> , 2016	If applicable, best and final offer due by 12:00 p.m. CT.
<b>September 28 through October 3, 2016</b>	<b>Final evaluations.</b>
Week of <b>October 3</b> , 2016	Notification of award and begin negotiation of Agreement.

These dates are subject to change at the Treasurer’s discretion.

8. Section V.8.59 of the RFP is hereby amended as follows:

**59. Discuss what Respondent would provide pursuant to Section III.E.6 of the RFP, if it is willing to provide this optional service.**

**Answers should include Respondent's** ability to develop marketing collateral, including concept, design, and copy writing.

9. Section V.B.76-80 of the RFP is amended as follows:

Diversity

76. **Is the Respondent or its affiliates female, minority, persons with disabilities, or veteran-owned or managed? Please provide the number and percentage of Respondent's owners who are female, minority, military veterans, or persons with disabilities. Please cite with supporting data.** For purposes of this RFP, "female, minority, persons with disabilities, or veteran owned or managed" shall mean being owned or managed by 51% or more of a combination of female, minority, persons with disabilities, or military veteran.
77. Please provide the number and percentage of Respondent's senior leaders (e.g. partner, president, COO, or managing director) who are female, minority, persons with disabilities, or military veterans. Please cite with supporting data.
78. **Using the definition provided above, what is the percentage of Respondent's intended use of subcontractors for this project, if any, that are female, minority, persons with disabilities, or veteran owned or managed? Please cite with supporting data.**
79. **Please highlight any activities, projects, or services the Respondent administers to alleviate societal issues and enhance its commitment to corporate social responsibility. Please cite with supporting data.**
80. **Please explain how the Respondent pursues supplier diversity and note whether the Respondent maintains a supplier diversity program. Please provide a summary of objectives and cite supporting data (e.g. data on performance).**

10. Section V.C.4 of the RFP is hereby amended as follows:

4. In Table 4, provide the monthly per Participant dollar amount Respondent would provide the Treasurer for marketing assistance. **This amount shall be paid to the Treasurer, if the Respondent does not wish to provide a marketing program pursuant to Section III.E.6 of the RFP or the Treasurer rejects the Respondent's proposed marketing program;** and

11. Section VII.E. of the RFP is hereby amended as follows:

**E. Term of Agreement**

The term of the Agreement shall be six (6) years, ~~beginning on November 1, 2016~~, unless terminated in accordance with the terms of this Agreement. The Treasurer may, with the consent of Contractor, elect to extend the Agreement for additional periods, not to exceed a total term of ten (10) years, including the initial six (6) years.

Please e-mail Chief Procurement Officer Jim Underwood at [junderwood@illinoistreasurer.gov](mailto:junderwood@illinoistreasurer.gov) with questions regarding this addendum or the RFP.