

**REQUEST FOR PROPOSALS NO. PS20190184**

**PROVISION OF A TREASURY MANAGEMENT SYSTEM**

**QUESTIONS AND ANSWERS NO. 1**

**ISSUED ON FEBRUARY 18, 2019**

<b>Q1</b>	Is a private organization required to submit two years' worth of financial statements as part of the RFP submission, or can the financial statements be submitted at a later time during the evaluation of proposals?
<b>A1</b>	<p>The City suggests that a City of Vancouver Mutual Non-Disclosure Agreement be executed by the City and the proponent, in order for the City to receive the financial statements as part of the proposal submission.</p> <p>Particularly for a short-listed proponent, in order for the City to complete its evaluation and select a successful proponent, the City requires the proponent's financial statements.</p>
<b>Q2</b>	Is a proponent allowed to suggest edits or revisions to the City's Software-as-a-Service Agreement terms and conditions?
<b>A2</b>	Please complete and submit as part of the proposal, Appendix 9 [Proposed Amendments to Form of Agreement], for the City's review and consideration: however, the City may not accept the edits or revisions suggested by a proponent.
<b>Q3</b>	Would the City consider using the proponent's form of agreement?
<b>A3</b>	The City may review the proponent's form of agreement if submitted in the proposal; however, the City has a strong preference for using the City's Software-as-a-Service ("SaaS") Agreement which has been included in the RFP document.
<b>Q4</b>	Section 5.14 of the City's SaaS Agreement mentions PCI compliance, but the 'Note to draft' states removal of the PCI Requirements table. Is PCI compliance a contractual requirement?
<b>A4</b>	The City's will assess and confirm PCI compliance requirements as part of the evaluation process, and as part of the contracting process: therefore, the contract language pertaining to PCI compliance is subject to revision.
<b>Q5</b>	Can a proponent suggest using the proponent's own Service Level Agreement ("SLA"), rather than using the City's SLA which is in the City's Software-as-a-Service Agreement? Can a proponent suggest edits or revisions to the City's SLA?
<b>A5</b>	The proponent may submit the proponent's own SLA, for the City's review and consideration; however, the City may not use the proponent's SLA. Proponent's suggested edits or revisions to the City's SLA should be submitted in Appendix 9 [Proposed Amendments to Form of Agreement], for the City's review and consideration: however, the City may not accept the edits or revisions suggested by a proponent.