



July 15, 2022

New Hampton Community School
Jay Jurrens, Superintendent
710 W Main St
New Hampton, IA 50659-0311

Dear Mr. Jurrens and New Hampton Community School Board Members:

Thank you for the opportunity to provide the New Hampton School District with a bid for your account needs. First Citizens Bank (First Citizens) is an independently owned financial institution. We are committed to the community and pride ourselves on our local friendly service.

Our proposal includes the following services (reference with the corresponding number from the RFP)

VI. Qualifications

- First Citizens Bank meets all qualifications set forth. **See below for further information

VII. Items to be submitted with bid

- The New Hampton branch of First Citizens is a full-service bank offering checking, savings, lending, trust and all business account services. A full list of products and services is attached to the end of the RFP.
- The physical location for First Citizens Bank in New Hampton:
 - 124 W Main St New Hampton, IA 50659
- Hours of service Monday- Thurs 8:30-4:00 (Lobby and Drive-Up)

Friday	8:30-4:00 (Lobby)
	8:30-5:00 (Drive-up)
Saturday	8-11:30 (Drive-up only)
- Officers and contacts for First Citizens Bank
 - Robert Savre, Community President (New Hampton) 641-494-5861
 - Jill Fibikar, AVP Retail Banking Officer (New Hampton) 641-494-5863
 - Jon Prebeck, VP Retail (Mason City) 641-380-3369
 - Tiffany Nonweiler, AVP Retail (Mason City) 641-380-3315

VIII. Scope of Services

- First Citizens agrees to offer New Hampton School District checking and/or savings accounts which will pay interest on the collected balances equal to the 90 day T-Bill rate as quoted weekly in the Wall Street Journal. The accounts will have a floor of 0.30%.

As an example: the 90 day T-Bill rate effective for July 15, 2022 was 2.11%.

- First Citizens would provide a monthly activity statement including the interest earned for each account. Interest is calculated by the daily balance method which applies a daily periodic rate to the balance in the account each day. Interest is credited monthly.

-Automated Clearing House (ACH) Transactions

- First Citizens offer two services for ACH direct deposit and direct vendor payments - Shazam ACH or ACH services via our Business Online Banking. Both are web-based tools. Based on New Hampton Community School's volume and its users, First Citizens will help identify which product is the best fit. Either of these options will be at NO COST to New Hampton Schools
 - For ACH receipts that include addenda records, First Citizens subscribes to Federal Reserve Bank Services to deliver reports via email with ACH addenda information directly to the New Hampton Community Schools.
 - First Citizens can accept NACHA files for ACH payment and originating ACH debits.
- First Citizens will execute a wire transfer agreement with New Hampton Schools which will specify the individuals authorized to make requests, their wire dollar limits, and the accounts available for wire origination.
 - Designated individuals will be able to perform wire requests by calling in directly to our Wire transfer department.
 - Pins and wire codes will be issued to assigned individuals to use to execute wire requests. All wires are handled expeditiously.
 - Outgoing wire requests need to be received by 2:00 p.m. CST. Incoming wire requests are accepted and posted same day until 4:00 p.m. CST.

-Availability of Funds

- First Citizen's policy is to make funds from cash and check deposits available on the next business day after we receive your deposit. Cut off times are 4:00 PM, Monday- Friday.

-Stop Payments

- Stop payments for checks can be done through Online Banking, over the phone, or in person at NO CHARGE.

-Returned Check Processing

- First Citizens will present insufficient funds items twice.

-Website access

- New Hampton Schools will have unlimited online access. The online portal will allow the creation of users with different capabilities as the school deems necessary. Features include recent account history, access to check images, stop payments, access to E-statements, and multiple ACH features.

-Account Reconciliation

- Account history can be exported from Online Banking into an Excel, OFX, Quicken or QuickBooks format.

-Account Analysis

- First Citizens account statements end the last banking business day of each month.
- Printed/mailed statements can be expected within the first 10 calendar days of the following month. E-statements can be accessed within 2 days of the end of the month through Online Banking.

-Imaging

- First Citizens includes the front and back of each check within the monthly statements.
- Images of checks can also be accessed through Online Banking.

-Positive Pay

- First Citizens offers Positive Pay at NO CHARGE to our customers. Check information is either entered manually into Positive Pay or a CSV file can be uploaded.
- Items that are flagged for review are available by 8:00am daily. Customers have until 11:00am to make check decisions. If no decision is made, the items will be paid.

-Conversion/Transition

- Upon being awarded the bid for banking services for New Hampton Schools, First Citizens would suggest having a meeting to discuss the steps and documentation necessary to begin the transition process. The meeting will be held immediately at your location upon receiving notification of the change. We will require the Federal EIN, legal documentation for the schools, and identification information from those who will be signers on the accounts. Once we have the necessary information, paperwork will be put together and ready for signatures. Signing of paperwork can be done either in person or via DocuSign (emailed documents). Once signed documents are returned the accounts will be open and active within 3 business days.
- The transition from the prior financial institution to FCB will be a fluid situation and FCB will work diligently with New Hampton Schools to make this transition as quick and smooth as possible.
- Representatives from First Citizens will be available to train the staff of New Hampton Schools on site at their convenience on all new systems and services.

-Additional items from First Citizens

- First Citizens will offer free deposit slips and endorsement stamps for New Hampton Schools.
- Digital Deposit is also available for use by New Hampton Schools. This service would provide scanners so checks could be scanned on site for deposit availability the next business day.
- Merchant Services (Debit cards processing) can be set up for New Hampton Schools to offer as an additional way of accepting payments.

First Citizens not only offers up-to-date products and services, but we are committed to our customers and to the community. First Citizens is here to work together towards a successful banking relationship with The New Hampton School District. If there are questions regarding any of the items covered in this FRP please feel free to contact Bob Savre, Jill Fibikar or Tiffany Nonnweiler. We thank you for the opportunity to present this proposal and we look forward to hearing back with the final decision.

Sincerely,

Jill Fibikar

Jill Fibikar
AVP Retail Banking Officer
New Hampton

**The requirements of Chapter 12C of the Code of Iowa requires banks with branches in Iowa to pledge qualifying collateral if public funds are accepted in excess of their capital. First Citizens monitors daily the public funds held on deposit and we report quarterly to the Superintendent of Banking the amount of Iowa public funds on deposit as of the end of the previous quarter. A sample of the form used for this reporting can be found on the State Treasurer's web site at www.treasurer.state.ia.us. First Citizens currently does, and will continue to, comply with all requirements of Chapter 12C of the Code of Iowa.



New Hampton

CHECKING SERVICES

Basic Checking
BaZing Checking
BaZing Plus
Business Essential Checking
Business Enhanced Checking
Business Elite Checking
Health Savings Account
Reserve Checking (Personal and Commercial)
Non-Profit Organizations Checking With Interest

SAVINGS PLANS

Basic Savings
Christmas Club Savings
High Balance Savings
Platinum Savings
Higher Learning Fund
Power Saver Savings
Tiered Savings
Cash Management (Sweep) Account
Certificate of Deposit Account Registry Service (CDARS®) IntraFI
Certificates of Deposit (CD)
U.S. Savings Bonds
Individual Retirement Accounts:
 Traditional IRA
 Roth IRA
 Coverdell Education Savings Account
 Savings Incentive Match Plan for Employees (SIMPLE) IRA
 Simplified Employee Pension Plan (SEP)

LENDING SERVICES

Ag Loans
Commercial Loans
Consumer Loans
Government Guaranteed Loans (SBA, IDED, FSA, HECM)
Letters of Credit
Fixed Real Estate Loans, Adjustable Rate Mortgage (ARM) Loans, and Home Equity Loans

MISCELLANEOUS SERVICES

Automated Clearing House (ACH) Origination - Commercial Services
Automated Clearing House (ACH) Origination - Consumer Deposit Services
Automated Teller Machine (ATM)
Automatic Transfers and Debits
Bank-By-Mail
Bank Checks:
 Cashiers Checks
 Personal Money Orders
 Loan Transaction Checks
Bill Pay Express
Cash Advances
Check Cashing For Non-Customers
Check Imaging
Coin Counting
Collections
Copies
Credit Card Services:
 Personal Visa/MasterCard®
 Business Visa
Direct Deposit
Electronic Funds Transfer Payment System (EFTPS)
Escrow Services
eStatements
Fax Machine Services
ID TheftSmart
Issue Access Cards:
 Automated Teller Machine (ATM) card
 My Debit Card
 My Debit Photo Card
 Business Debit Card
Ka'Ching Debit Card Rewards
Loan Payment Amortization Schedules
MasterCard® Gift Cards
Merchant Visa/MasterCard® Program
Mobile Banking
Night Depository
Notary Public Service
Online Banking
Overdraft PrivilegeSM Service
Overdraft/Return Items Processing
Remote Deposit Capture
Safe Deposit Box
Signature Guarantee
Special Request Statements
Stop Payments
Telephone Transfers
Uni-Statements
uSave
MasterCard Travel Money Cards
Wire Transfers

TRUST SERVICES

* Trust Services

* Brokerage Services – Cetera Investment Services LLC

* Trust Services and Brokerage Services are available every business day at the Mason City West and Charles City offices, and by appointment at the Clarion, Kanawha, New Hampton, and Osage offices in Iowa and Mora, Minnesota