



OPENCAPE

Creating Regional Broadband Opportunities

PO Box 762 | West Barnstable, MA | 02668-1599

(888) 253-2561 V | (508) 375-4162 F info@opencape.com | www.opencape.com

March 16, 2010

The OpenCape Corporation is seeking proposals from full service banking institutions for banking services.

RFP Timeline

- **March 15, 2010** – RFP released
- **March 22, 2010** – Closing date for RFP inquiries
- **March 24, 2010** – RFP inquiry response due by OPENCAPE
- **March 29, 2010** – All RFP submissions due
- **April, 2010** – Vendor meetings scheduled as needed

RFP Response:

One (1) electronic copy of the reply must be emailed to info@opencape.com **on or before 3:00pm on March 29, 2010.**

Sincerely,

Daniel J. Gallagher
President and Chairman



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OPENCAPE, Inc.

REQUEST FOR PROSOSAL

Banking Services
Supporting OpenCape Corporation

1. Overview

The OpenCape Corporation is a 501 (C) (3) non-profit corporation dedicated to improving the broadband network infrastructure on Cape Cod and the southeast Massachusetts region.

The non-profit OpenCape Corporation announced on March 2, 2010 that it was awarded a \$32 million Broadband Technology Opportunity Program (BTOP) grant by the National Telecommunications and Information Administration (NTIA) from American Recovery and Reinvestment Act (ARRA) stimulus funds. The \$32 million BTOP grant will be combined with matching funds totaling \$8 million from the Commonwealth of Massachusetts, RCN Metro Optical Networks and Barnstable County to construct a comprehensive middle mile network to support the economic, educational, public safety and governmental needs of the southeast Massachusetts region.

The OpenCape Corporation is soliciting responses from qualified banking service providers.

1.2. The Process for Evaluating RFP Responses

OpenCape requires banking services as quickly as possible and therefore the time for response to the RFP is short. The deadline for submitting responses to this RFP is **March 29, 2010** (*Please refer to Section 4 for additional detail*). OpenCape Corporation will engage potential partners in subsequent discussions to clarify responses as is necessary but hopes to conclude an agreement(s) no later than mid-April.

2. Evaluation Process and Criteria

2.1. Evaluation criteria

Responses will be evaluated on the degree to which they help OpenCape Corporation meet its objectives. We will look at the following dimensions of each response:

- Scope of services – Proposal responses will be evaluated based upon the completeness of their ability to meet the required banking services detailed in section 3 as well as any relevant additional service proposed.
- Expertise – Evaluations will include both factors of demonstrated competency in all the required services, particularly as provided to non-profit organizations.
- Timeliness –The ability to begin work with OpenCape promptly is considered important.
- Cost – Proposals will be evaluated based upon the overall cost effectiveness to OpenCape.

2.2. Right of Evaluation

OpenCape Corporation will have the sole responsibility of evaluating the Responses based on the above criteria. At its discretion, OpenCape Corporation may elect not to pursue an Agreement for any of the services requested in this RFP, or to pursue an Agreement with one or more respondents for some or all of the requested services.

2.3. Response Requirements

All responses should be submitted electronically, using a standard file format (e.g., Adobe PDF, Microsoft Word) to the email address shown below. Unless a different email address is specified in the submittal, acknowledgement of receipt of proposals will be made via return email: info@opencape.com.

2.4. Questions Regarding RFP

Any questions regarding this RFP should be submitted no later than **March 22, 2010** (*Please refer to Section 4 for additional detail*) to the following e-mail address: info@opencape.com.

All questions received by the deadline, along with the corresponding responses, will be distributed via email to all respondents by the end of the business day on **March 24, 2010** (*Please refer to Section 4 for additional detail*). Please be sure to include the email address to which the summary of questions and responses should be sent.

2.5. Availability of Proposals

Any items that the vendor wishes to cover under a non-disclosure agreement should NOT be included in this response.

3. Scope

3.1. General description / requirements

OpenCape anticipates receiving funds from four-six sources that will likely be isolated within specific accounts. Capital funds associated with the \$40 million construction of the OpenCape network will be received and expended rapidly in quarterly increments rather than as a lump sum. Alternative recommendations for account distribution are welcome. The source of these funds will include:

- Federal ARRA grant of \$32 million to be expended over three years during construction period.
- State grant match of \$5 million to be expended over three years during construction period.
- Private partner match of \$2 million to be expended over three years during construction period.
- Additional grants for operational expenses related to community application development.
- Operational revenues

OpenCape requires a full range of banking services to manage the deposit of these funds and their disbursement to vendors.

Respondents will provide descriptions of or affirm the service availability for each of the following within their institution:

- Location of bank headquarters or principal offices in Massachusetts and location of branch offices on Cape Cod.
- A current “Certificate in Good Standing” from the Commonwealth of Massachusetts.
- Veribanc, Inc. bank rating report for the latest quarter available.
- Membership in the Federal Deposit Insurance Corporation (FDIC).
- Membership in the Automated Clearing House (ACH).
- Collateralize deposits through letter of credit
- Online services and account access
- Business credit card account services
- Reconciliation services
- Interest rates for checking accounts
- PCI Compliance for credit card services
- The respondent’s ability to provide and the cost of the following services:
 - Monthly Maintenance Fee
 - Per Deposit Made
 - For Check Deposited
 - Per Checks Paid
 - Per Non-local Check Deposited
 - Per Debit/Credit Advice
 - Per Returned Item Reclear
 - Per Returned Item Chargeback
 - Per Electronic Debit/Credit
 - Per Wire Transfer (incoming and outgoing)
 - Audit Confirmations
 - Per Monthly Statements
 - Internal Transfers
 - Automatic Investment
 - EDI Remittance Advice Checking services
 - Stop payments
 - Research and retrieval of cashed checks
 - Canceled check storage

3.2. References / Experience

Respondents should provide additional relevant information describing the organization’s experience, expertise, and track-record relevant to supporting the non-profit 501(c)3 OpenCape Corporation.

3.3 Timeline

Respondents must provide the earliest possible date that they could begin to work with OpenCape.

4. Due Dates

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