PIVOTAL
REQUEST FOR PROPOSAL

Comprehensive Banking and Investment Management Services
26-05

Pivotal
677 E. Main Street
Centreville, MI 49032

REQUEST FOR PROPOSALS FOR

Comprehensive Banking and Investment Management Services

I. INTRODUCTION

A. Purpose of the Request for Proposals

Pivotal is requesting formal proposals from qualified, FDIC-insured financial institutions willing and able to provide comprehensive commercial banking, treasury management, and cash investment services. Our primary objective is to establish a strategic partnership with an institution capable of delivering maximum yield on liquid checking funds, highly competitive investment returns for surplus reserves, proactive interest rate management, and full FDIC insurance coverage across all organizational assets.

B. Terms of Engagement

As a result of this RFP, Pivotal may elect to contract with a selected financial provider for these services, or choose not to award a contract at this time. If a contract is awarded, the engagement period will begin upon contract execution following board authorization and remain active through the full banking term

II. DESCRIPTION OF ORGANIZATION

Pivotal has been delivering quality services and programs to improve the lives of those we serve for over 50 years. We provide a welcoming and diverse community partnership that collaborates and shares effective resources that support individuals and families to succeed through all life phases. Pivotal works with youth, families, and adults with mental illnesses, intellectual/developmental disabilities, and substance use disorders to help them succeed.

We build on the strengths, hopes, and dreams of those who come in contact with Pivotal. We are fortunate to have dedicated and caring board members, families, individuals served, peers, staff, advocates, providers, and other collaborative partners.

III. SCOPE OF SERVICES

Pivotal is requesting proposals from eligible financial institutions to manage our primary operational and reserve liquidity. Our organization currently maintains approximately 7- 8 million dollars in operational checking balances alongside roughly 6.1 million dollars in reserve and investment holdings. We also have a flexible spending account that is used and pulls from general checking, and a compensated balances account of roughly 540,000 dollars.

Proactive Rate Optimization

We expect our financial partner to take a proactive approach to managing our accounts. Rather than requiring periodic intervention from our leadership, the selected institution must commit to ongoing monitoring of market trends and interest rate changes. The banking partner will automatically adjust our yields or recommend timely portfolio adjustments to guarantee that our organization consistently receives the highest available market rates across both operational checking and investment accounts.

Yield Optimization and Public Act 20 Compliance

We require a high-yield commercial checking account structure or an automated sweep mechanism that provides top-tier market rates on our active operational balance of approximately $ 7-8 million.

For our investment balance of approximately 6.1 million dollars, all proposed investment vehicles, cash management strategies, and depository structures must strictly comply with Michigan Public Act 20 of 1943 guidelines governing the investment of surplus public funds. Proposals should outline compliant liquidity strategies, such as short-term certificates of deposit or government-backed sweep accounts, that maximize returns while maintaining absolute compliance and liquidity.

Full FDIC Insurance Protection

Protecting total capital is a paramount requirement. Proposals must detail mechanisms used to guarantee that 100 percent of our total funds, including checking and investment balances, remain fully insured by the FDIC or backed by approved collateralization methods. We strongly favor institutions utilizing reciprocal deposit networks such as IntraFi Insured Cash Sweep or Certificate of Deposit Account Registry Service programs, allowing our entire asset base to maintain full federal coverage while retaining centralized account management.

Treasury Management and Guided System Transition

The selected financial institution will provide a complete suite of commercial treasury services, including automated clearing house transaction capabilities, positive pay fraud prevention controls, electronic remote deposit capture, wire transfers, and robust online banking controls.

If the contract is awarded to a new banking partner, the institution must provide hands-on, dedicated transition assistance. This includes assigning a dedicated implementation team to manage account migration, reconfigure payroll and vendor automated payments, assist with hardware or software setup, and train staff to guarantee a seamless transition with zero disruption to daily operations.

IV. FP Timeline

Activity	Timeline
Issuance of RFP	7-28-2026
Vendor questions regarding the RFP submitted via e-mail in place of a bidder’s conference. Questions should be submitted to Cameron Bullock at cbullock@pivotalstjoe.org	7-28-2026 through 8-26-2026

Answers regarding the RFP posted on the Pivotal public website.	8-28-2026
Proposals due to Pivotal	9-4-2026 by 4:00 PM
Scoring of proposals and Oral presentations (if needed)	9-7-2026 through 9-18-2026
Recommendation selection	9-21-2026
Board Approval and Notification of Award	9-29-2026
Contract Begins	As able after contract award

V. INSTRUCTIONS FOR PROPOSAL SUBMISSION

A. Response Date

1. **A hard copy** of the proposal may be sent to:
   Pivotal
   Attn: Cameron Bullock, Chief Executive Officer
   677 E. Main Street, Centreville, MI 49032
2. **An electronic copy** of the proposal may be sent to:
   Attn: Cameron Bullock, Chief Executive Officer
   Email: cbullock@pivotalstjoe.org
3. All proposals are due to Pivotal by ***September 4th, 2026, by 4:00 pm***
4. Late proposals will not be accepted.

C. Proposal Content

1. A written response is required for each item unless otherwise indicated. Failure to answer any item will negatively affect the applicant's score.
2. Sections should be clearly labeled
3. An official authorized to bind the vendor to its provisions must sign all proposals.

D. Incurring Costs

Proposals should be prepared simply and economically to concisely describe the vendor's capability to perform the required services. Pivotal will not be responsible for any costs incurred in preparing proposals in response to this RFP. Nor will Pivotal be responsible for any costs incurred if the vendor agency is invited to make an oral presentation to the evaluation team.

D. Effective Period

All proposals submitted in response to this RFP must be valid for 90 days.

E. Withdrawal

The proposal may be withdrawn in person or by written request at any time prior to the opening of submitted bids. Bids cannot be withdrawn after they have been opened.

E. Questions

All questions relating to the preparation and/or submission of a response to this RFP should be directed to cbullock@pivotalstjoe.org

G. Miscellaneous Provisions

1. Acceptance of Proposal Content

Contents of the proposal may become contractual obligations. Failure to accept these obligations may result in the cancellation of the selected vendor, who may be required to reimburse Pivotal for damages incurred.

2. Non-Discrimination

Vendors shall not discriminate against persons with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of age, ancestry, national origin, beliefs, citizenship, culture, mental or physical ability, political affiliation, sexual orientation, gender identity, race, color, religion, national origin, gender, physical appearance (height and weight), family/marital status, or any other criteria that is unrelated to the vendor's ability to perform the duties of a particular job or position. The vendor shall observe and comply with all applicable federal, state, and local laws, ordinances, rules, and regulations, which shall be deemed to include, but not be limited to, the Elliott-Larsen Civil Rights Act and the Persons with Disabilities Civil Rights Act.

3. Non-Collusion

The vendor certifies that this proposal has not been made or prepared in collusion with any other vendor, and the prices, terms, or conditions have not been communicated by or on behalf of the vendor to any other vendor and will not be so communicated before the official receipt of this proposal. This certification may be treated for all purposes as if it were a sworn statement made under oath, subject to the penalties for perjury. Moreover, it is subject to the provisions of 18 U.S.C. § 1001, which relate to making false statements.

4. Freedom of Information Act

Information submitted in response to this proposal is subject to the Michigan Freedom of Information Act and may not be held in confidence after the proposal is opened.

VI. PROPOSAL CONTENT

A. Administrative Requirements

All applicants must submit the following with their RFP Response:

1. Cover Page with the following information
    - Legal Business Name
    - Address
    - Telephone Number(s)
    - Fax Number(s)
    - E-mail/Web Page Address

- Tax ID Number (W-9)
- Owner (name/title)
- Person Authorized to Sign Contracts (name/title)
- Billing Entity Authorized to receive financial reimbursement/payment
- Billing Contact Person and Telephone Number
- Billing Address if different from above

2. Disclosure if the organization or any staff person currently working for the organization has been excluded from a Federal Healthcare Program. To find information on exclusions from a Federal Healthcare Program, please consult the following sites:

   https://www.epls.gov/ (list of excluded parties/organizations);
   http://exclusions.oig.hhs.gov/ (list of excluded individuals/entities).

3. Regulatory Issues: Disclosure of circumstances and status of any disciplinary action taken or pending against the business during the past 3 years with federal or state regulatory bodies.

4. Proof of Insurance coverage to cover the work the vendor intends to perform. Insurance coverage shall include:

   - Workers' compensation, if applicable.
   - Liability and property damage insurance – protection for claims for property damage that may arise from operations under this bid, whether the vendor or any subcontractor conducts such operations.

5. Disclosure of any affiliation or subcontracting relationships, as applicable, statements and/or other pertinent documentation identifying/describing parties that may be subcontracted to provide services for the vendor.

B. Proposal for Services

1. **Business Demographics:** Provide a description of your financial institution, number of years in business, commercial clientele base, available treasury services, and specific experience managing public sector or non-profit municipal deposits.
2. **Relevant Experience:** The proposal should list at least two similar commercial or public agency clients served over the last three (3) years. The list should include:
   a. Name and location of the organization where banking services are provided.
   b. Description of the treasury, checking, and investment structures utilized.
   c. References and contact information for each organizational reference.
3. **Proposed Services and Yield Structures for Pivotal:**
   a. Detail your proposed interest rate structure for both operational checking balances and reserve investment funds, including index benchmarks and your institutional policy for proactively adjusting yields.
   b. Confirm full compliance with Michigan Public Act 20 guidelines for all proposed investment products and detail your mechanism for securing 100 percent FDIC insurance or collateralization across all 14.1 million dollars.
   c. Provide a complete Fee Schedule outlining all account fees, transaction charges, wire costs, positive pay rates, and sweep administrative fees, along with any applicable earnings credit rate structures.

d. Describe your hands-on onboarding approach, implementation resources, and transition support team to guarantee zero service interruption during migration to your platform.
e. Detail why your financial institution's services, yields, and support model would benefit Pivotal over competing financial partners.

VII. EVALUATION CRITERIA

The proposals submitted will be reviewed and evaluated by a committee designated by Pivotal comprised of persons with operational, administrative, financial, and technical knowledge of the specifications in this RFP. Evaluation criteria include, but are not limited to, interest rate competitiveness, proactive yield management commitment, full Public Act 20 compliance, total FDIC safety and collateralization structures, fee schedule transparency, dedicated transition support, treasury platform capabilities, and overall institutional strength.

VIII. SELECTION PROCESS

Pivotal reserves the right to request additional information or clarification from vendors, to allow correction of errors or omissions, and to waive irregularities and/or formalities when so doing may serve the best long-term interests of the organization.

Pivotal reserves the explicit right to modify, suspend, or terminate this Request for Proposal process at any time, in whole or in part, at its sole discretion and without prior notice. Pivotal reserves the right to accept or reject any and all proposals received, to negotiate separately with any qualified source, or to cancel this RFP entirely without awarding a contract if deemed in the best interest of the organization.

Pivotal reserves the right to award the contract to the firm that it believes, in its sole discretion, best meets the organization's needs, whether or not that vendor offers the highest nominal interest rate or lowest fees in its proposal. RFP responders may appeal a decision within 14 calendar days of the notification of the award date. The internal review process will be limited to alleged violations of the procurement process and shall not address the qualitative review by the Review Team.

Appeal determinations will be made within 2 weeks of the receipt of all required information from the bidder.