



AD01

**Initial Qualifications and Intent to Propose
RFP# 370-600-20-004**

Respondents must clearly show that product(s) and services meet these initial qualifications or Respondent's proposal will be rejected as non-responsive. Proposals submitted without this written response will be rejected as non-responsive. The Treasurer may choose to determine initial qualifications by reading the Initial Qualifications & Intent to Propose document alone, so submissions should be sufficiently detailed to clearly demonstrate initial qualifications without reference to any other material.

1. Initial Qualifications

The following initial qualifications must be met for Proposals to be eligible for evaluation:

- 1) The proposed solution (including third-party solutions) must meet the Treasurer's Security Standards as defined in AD05: Requirements Specification / Requirements Traceability Matrix (RTM);
- 2) Respondent must have been in the treasury management system solution delivery business for the last seven years providing all services, functions and subfunctions listed:
 - a. Banking;
 - b. Investments;
 - c. Accounting;
 - d. Governmental Fund Accounting / Warrant Processing with Illinois Office of the Comptroller: Funds, Appropriations, Receipts, Paid Warrants ("FARP"); and
 - e. Risk Management;
- 3) The proposed solution must have a successful, consecutive 5-year minimum life in the treasury management software application market in the last seven years;
- 4) The proposed solution must represent an integrated treasury management system which may include third-party solutions; however, all components must be integrated with the core, line of business functionality proposed;
- 5) Respondent must have experience integrating with all third-party solutions being proposed in at least one previous implementation within the last five years (all third-party integration experience not required in the same implementation);
- 6) Respondent must have a minimum of three years' experience in the last five years performing data migrations/conversions of treasury management systems into the proposed solution;



- 7) Respondent must provide business continuity, disaster recovery, and contingency;
- 8) Respondent must have three references of successful implementations, completed within the last five years, of the equivalent treasury management solution being proposed. (“Equivalent solution” is defined as either the same version of the application or one major version earlier and for the same or greater approximate number of daily transactions, users, financial institutions, broker dealers, investments and money managed.);
 - a. References must be governmental within the United States.
 - b. If third-party solutions are being proposed, Respondents may submit 2 additional references to ensure that at least one reference, per each third-party solution implementation, is included in the Respondent references.

2. Letter of Intent to Submit a Proposal

Instructions: The Respondent must include a letter stating its intent to submit a Proposal in response to this RFP. The letter must identify the RFP ID noted at the top of this document. Provide the following information regarding the person responsible for the completion of the Respondent’s response. This person must also be the person that the Treasurer’s Chief Procurement Officer should contact for questions and/or clarifications. The letter must be signed by an authorized representative of the Respondent.

Respondent Representative Information	
Name	Insert response here
Address	Insert response here
Phone	Insert response here
Fax	Insert response here
Email	Insert response here

Subject to acceptance by the Treasurer, Respondent acknowledges that by submitting a Letter of Intent to Submit a Proposal signed in the space indicated below, the Respondent intends to submit a formal offer to meet the requirements and intent of the TMS RFP. The Respondent acknowledges that submission of a Proposal contractually obligates them to comply with all items in this TMS RFP, including referenced provisions, forms, documents, etc.

The Treasurer seeks confirmation that the Respondent has assessed its current capacity and is capable of providing qualified resources to support the project timeline for the duration. By submitting the Letter of Intent to Submit a proposal, the Respondent attests that:

- 1) Respondent’s Proposal will demonstrate its capabilities to provide ample resources to begin the project immediately.
- 2) Respondent’s Proposal will include confirmed resources for consideration and evaluation by the Treasurer. Respondent agrees to immediately replace any resources that do not meet



the Treasurer’s expectations following the review and evaluation.

- 3) The Respondent’s Proposal will include resources that are confirmed to support the duration of the project.

_____/_____
Signature of individual authorized to represent the Company / Date

Name (typed or printed) _____

Title _____

Company name _____

Physical address _____

State of Incorporation _____

By its signature above, the Respondent certifies that:

- 1) The Respondent must comply with all Federal and State laws, rules, and regulations that are in force currently or anytime during the term of any contract arising from this RFP.
- 2) The Respondent is an authorized dealer in good standing of the products/services that will be included in its response to this RFP.
- 3) The Respondent and its principals are eligible to participate in this transaction and have not been subjected to suspension, debarment, or similar ineligibility determined by any Federal, state or local governmental entity and that the Respondent is in compliance with the State of Illinois statutes and rules relating to procurement and not listed on the Federal government's terrorism watch list as described in Executive Order 13224.

3. Respondent Information

Respondent Contact Information

Company Headquarters Information	
Company Name	
Address	
City, State, Zip Code	
Company Type (check one)	<input type="checkbox"/> Private <input type="checkbox"/> Public
Number of Employees	(Total Number of Employees)
Number of Confirmed Resources	(Total Number of Resources available to support this project)