

Banking Services RFP Open Items

VENDOR 2

Section 7:

1. Do the wholesale lockboxes require an Oklahoma P.O. Box address?

Each lockbox currently operates with an Oklahoma P. O. Box.

State agencies prefer an Oklahoma P.O. Box address, however, it is not a requirement.

2. Section 7.79 Reporting Requirements: Which accounting solution or treasury workstation is OST referencing that it uses here? Is it part of the State's PeopleSoft ERP or is OST using other internally developed or vendor solutions? If the latter, who is the provider and what version is OST running?

The accounting solution refers to the specific program system that is being utilized by each state agency that has a lockbox account. The following agencies are using vendor solutions as noted:

<u>Agency</u>	<u>Vendor Solution</u>
<u>OU Physicians Tulsa</u>	<u>Allscripts</u>
<u>OU Physicians OKC</u>	<u>GE Centricity</u>
<u>OU Pathology</u>	<u>McKesson Technology Solutions</u>

Copy of Pricing Schedule 6 Positive Pay

1. Can the State provide volumes associated with the services listed?

Warrant volumes are provided in Appendix H.

The following information was determined from reviewing daily activity:

<u>Positive Pay Input File</u>	<u>2 – 4 daily</u>
<u>Positive Pay Output File/Back to Bank with Decisions</u>	<u>1 daily</u>
<u>File Load Exception Handling</u>	<u>15% of daily volume is misread and requires correction before Positive Pay comparison</u>
<u>Check Image File</u>	<u>1 daily</u>
<u>Cancel by Statute/Stale Dated Items</u>	<u>1 – 10 daily</u>
<u>Stop Payment</u>	<u>1 – 5 daily</u>
<u>Amount Variance</u>	<u>1 – 3 daily</u>
<u>Duplicate Item</u>	<u>1 – 3 daily</u>
<u>Not Our Item/Non Issued Item</u>	<u>1 – 2 monthly</u>
<u>Paid Without Issue Record</u>	<u>10 – 25 daily</u>
<u>Forgeries</u>	<u>1 – 2 monthly</u>
<u>Suspicious/Couonterfeit/Altered Items</u>	<u>1 – 2 monthly</u>
<u>Paid Check Detail Transmission</u>	<u>1 daily</u>

Exception Items Report/Download
Returned Items Report/Download
Fed Settlement Account Debit

1 daily
1 daily
2 – 4 daily

VENDOR 4

1. (Appendix C(1)) Please provide descriptions of the following services that appear on the Bancfirst analysis statement:

- TMA Code 050000 L/B Wholesale Monthly Maintenance – There are two line items with this description totaling 14. How many lockboxes is the state utilizing?

OST is currently utilizing seven (7) lockboxes. CompSource lockbox totals were not represented in this section of the RFP because this agency will become a private company on Jan. 1, 2015. Uniform Building Code Commission volumes are attached. College of Dentistry has 4 separate PO Box numbers and their volumes are attached.

- TMA Code 05001Z L/B Custom Process – Please provide a description of what the custom process provides.

This is specific to each agency and will be determined by the agency with the vendor who is awarded this service. An example would be a request to record the post mark date on the invoice.

- TMA Code 05011M L/B Wholesale Photocopy – What items are being photocopied?

This is specific to each agency and will be determined by the agency with the vendor who is awarded this service. An example would be a request for a photocopy of the check attached with the invoice.

- TMA Code 050110 L/B Wholesale Detail Sorting – Please provide details on which lockboxes receive sorts and the number of sorts for each.

This is specific to each agency and will be determined by the agency with the vendor who is awarded this service. The name of the agency that receives this service is listed below along with the number of sorts provided by the current vendor.

Employee Group Insurance Board – 5
OU Physicians OKC – 5
OU Physicians Tulsa – 1
OUHSC Pathology - 3

- TMA Code 050120 L/B Wholesale Keyed Fields – are these truly fields being keyed or keystrokes? What information is captured and keyed for each lockbox.

The item counts are for keyed fields and not key strokes. Each agency will determine what information is captured and keyed for their lockbox account. Below is a list of the keyed fields processed by the current vendor.

Employee Group Insurance Board
Insured First Initial

Insured Last Name

Invoice Number

Group ID

Division ID

Serial Number

Amount

OU Physicians Tulsa

Payor

Patient Name

Serial Number

Amount

OU Physicians OKC

Payor

Patient Name

Serial Number

Amount

OU College of Dentistry

Payor

Serial Number

Amount

Commissioners of the Land Office

Serial Number

Amount

Oklahoma Uniform Building Code Commission

Serial Number

Amount

- TMA Code L/B Wholesale Multiple Payees – Please list the payees for each lockbox.

This is specific to each agency and will be determined by the agency with the vendor who is awarded this service. Listed below are the current acceptable payees with the current vendor.

Acceptable payees or any variation below for Commissioners of the Land Office are as follows:

Commissioners of the Land Office

Oklahoma Capital Improvement Authority

Oklahoma Department of Wildlife

Acceptable payees or any variation below for OU Physicians OKC are as follows:

Accept all Payees

Acceptable payees or any variation below for OU Physicians Tulsa are as follows:

Accept all Payees

Acceptable payees or any variation below for OUHSC Pathology are as follows:

OUHSC Pathology Laboratory

Oklahoma University Laboratory

Acceptable payees or any variation below for Employees Group Ins Division are as follows:

OK State Ins
Employee Group Ins
OK State Employees Ins
OK State Education Employees Ins
OSEEGIB
Healthchoice
HP Admin
OMES-EGID

- TMA Code 050406 L/B Electronic Notice – Please describe what this line item is and what services it relates to.

Email notifications sent to the state agencies regarding their lockbox activity.

- TMA Code 050420 L/B Image Break – Please describe what this line item is and what services it relates to.

Fee for Standard TIF Image File

- TMA Code 40005Z Info Reporting / Internet – BOB PKG – How many accounts are utilizing the online banking portal?

Three

2. (Appendix G) What data elements are required on data files for: Employee Group Insurance, OU/HSC Pathology, OU Physicians - Tulsa, OU Physicians - OKC & Commissioner's Land Office?

EGID receives a payment file from the current Lockbox Services Bank and the file layout is attached.

OU Physicians – no data file.

OU Pathology – receives a standard TIF Image file from the current Lockbox Services Bank.

OU Physicians (Tulsa) – no data file

CLO – no data file

3. (Appendix G) Please provide any remittance advices, invoices, explanation of billing documents for: Employee Group Insurance, OU/HSC Pathology, OU Physicians - Tulsa, OU Physicians - OKC & Commissioner's Land Office.

Included in the attachments.

4. (Appendix G) Are remittances for Employee Group Insurance, OU/HSC Pathology, OU Physicians - Tulsa, OU Physicians - OKC & Commissioner's Land Office delivered to the same PO Box?

No

5. (Appendix G) Can any credit card merchant be used for credit card processing?

No, Appendix G reflects credit card processing for OU Physicians OKC and they have a credit card contract with First Data United Merchants.

The following questions are specifically related to the healthcare lockboxes – OU Health Science – Department of Pathology, OU Physicians-Tulsa, and OU Physicians-Oklahoma City

Section Seven – Retail/Wholesale Lockbox Services:

26. Please provide the name of the clearinghouses used by the state agencies listed above.

The state agencies listed above utilize a third party provider for their clearinghouse services, this information is not tracked by OST.

27. Do the state agencies listed above currently utilize a healthcare receivables solution in lockbox? Please explain current processes.

Each of these agencies works independently with a third party provider for their healthcare receivables solutions. This information is not tracked by OST.

28. Are ancillary documents currently stored in the image archive system provided by the current financial institution for the state agencies listed above? If so, approximate volume by state agency? And, is any data entry performed on these documents by the financial institution?

Some agencies have elected to receive standard tiff images for storage in internal imaging systems. An example of ancillary documents would be envelopes, payment coupons, bankruptcy notices or correspondence. Ancillary documents are not tracked by OST.

29. Are the state agencies listed above receiving image files in addition to the image viewer system provided by the current financial institution?

Yes

30. Please provide the keyed fields and number of keystrokes per field for the state agency lockboxes listed above.

Keystrokes per field are not billed by the current vendor, they bill by the number of wholesale keyed fields and this information is provided on Appendix G.

31. Is the current financial institution converting consumer/eligible checks to ARC items in lockbox for the state agencies listed above? If so, please provide approximate volume per lockbox.

No

VENDOR 7

1. Remote Capture – Does OST require the checks be converted to ACH?

At this time OST requires only eligible checks cashed at OST's cashier window to be converted to ACH.