



KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM

REQUEST FOR PROPOSAL ADDENDUM

SOLICITAION NO.: RFP-0335
ADDENDUM NO.: 1
RFP ISSUE DATE: June 10, 2025
ADDENDUM DATE: June 25, 2025
OPENING DATE: July 3, 2025 @ 4:00PM EST

The following information is being provided in response to questions for this RFP:

- 1) Can the ATMs be bolted to the floor or wall?
a) Floor is preferred, but both can be accommodated.
- 2) Can you provide a historic breakdown of surcharged and non-surcharged ATM withdrawals per ATM or as a total? If the answer is no, is there any form of historical data you can provide?
a) See attachment A for the information available to ECTC.
- 3) What is the current surcharge at each ATM?
a) NA – current machine is disconnected.
- 4) What is the commission split and/or rent paid by the current provider?
a) NA – current machine is disconnected.
- 5) How much is the minimum rental payment?
a) NA – current machine is disconnected.
- 6) Who is the current ATM provider?
a) Current machine is disconnected; however, in the past services have been provided by Abound Credit Union.
- 7) What is the monthly transaction volume for the previous 36 months?
a) See attachment A for the information available to ECTC.
- 8) What was the previous fee structure (convenience fees, transaction fees, etc.)?
a) No previous structure.
- 9) What was the previous revenue split?
a) There was no previous revenue split.
- 10) Are there any restrictions to the additional services we are able to conduct on the ATM, e.g., credit card cash advances; currency conversions; crypto currency sales and purchases?
a) ECTC is open to additional services in the proposals, but reserve the right to disallow any services that do not meet the needs of the institution and students.
- 11) Is the solicitor supportive of vendor establishing third party relationships to achieve low / no-cost consumer transaction fees?
a) ECTC is supportive only upon review and approval.
- 12) What are the specific equipment requirements for the ATM machines? Such as: Is there a specific brand or model of machine that you require? Also do you require multiple denominations or is one demonization sufficient?
a) ECTC does not require a specific brand or model of machine. ECTC requires the following denominations: \$1; \$5; \$10; \$20; \$50; \$100
Coin change as well

- 13) If applicable, what is the make and model of the current ATM equipment in use?
a) There is currently no equipment in use for ATM services at ECTC.
- 14) If applicable, how many terminals are currently deployed?
a) One. ECTC is open to multiple terminals at different locations on campus.
- 15) Can we bolt ATMs to the floor?
a) Yes.
- 16) Are armored services required? If so, will the cash loaders be able to enter the ATM locations within the airport with their sidearms?
a) ECTC is not an airport. Armored services are not required; however can be used at the choice of the awarded supplier.
- 17) Is there a security clearance level required to enter the airport ATM service areas?
a) ECTC is not an airport. No security clearance provided.
- 18) What type of bill denominations do you require to be dispensed to ATM customers?
a) ECTC requires the following:
\$1; \$5; \$10; \$20; \$50; \$100
Coin change as well

Bidders must acknowledge receipt of this and any addenda either with solicitation or by separate letter or email prior to award of contract. If by separate letter, the following information should be placed in the lower left-hand corner of the envelope:

RFP No.: RFP-0335
Title: ATM Services – Elizabethtown Community & Technical College

Name of Firm: _____

Authorized Signature: _____

ATTACHMENT A

	Total Withdrawal Transactions	Number of Surcharges
May-23	25	8
Jun-23	37	9
Jul-23	28	4
Aug-23	55	8
Sep-23	45	10
Oct-23	47	9
Nov-23	0	0
Dec-23	0	0
Jan-24	21	7
Feb-24	42	9
Mar-24	58	15
Apr-24	38	17
May-24	31	11
Jun-24	23	7
Jul-24	22	5
Aug-24	38	14
Sep-24	39	8
Oct-24	49	16
Nov-24	55	19
Dec-24	31	8
Jan-25	29	7
Feb-25	47	13
Mar-25	n/a	n/a
Apr-25	n/a	n/a
May-25	n/a	n/a