



November 19, 2014

The Pennsylvania Treasury Department anticipates issuing a Request for Proposals (RFP) on or around November 21, 2014 to identify a qualified firm to provide EPC-based payments to claimants whom receive unemployment, workers' compensation, and unclaimed property payments that are processed by Treasury. You are invited to attend a Pre-Proposal Conference to learn more about this procurement. The conference will be held at 1:30 p.m. EST on Tuesday, December 2, 2014 in Room 114 of the Finance Building in Harrisburg, Pennsylvania (please use [this link](#) or enter 613 North Drive Harrisburg, PA 17120 into a GPS for directions).

The Finance Building is open to the public, with no security restraints, on both the North and South entrances to the building. The doors that face Soldiers' Grove (the park behind the Capitol by the water fountain) on North Drive, and the doors that face the Judicial Building on North Street, remain open to the public, without the need for security badges. When you enter the building from the public access facing Soldiers' Grove, you want to turn left to get to Room 114. If you are entering the building from North Street, you will turn right to find Room 114.

The purpose of the Pre-Proposal Conference is to provide interested parties with an opportunity to seek clarification of the RFP. Offerors are encouraged to forward questions by email to [rfp14-001@patreasury.gov](mailto:rfp14-001@patreasury.gov) by 8:30 a.m. EST on Friday, November 28, 2014 to allow the Issuing Office time to prepare answers to provide at the Pre-Proposal Conference. Offerors will also be able to ask questions at the conference.

The Pre-Proposal Conference is for information only. The Issuing Office will attempt at that time to provide oral responses to all questions, including both those submitted in writing in advance and those asked during the Pre-Proposal Conference. Any answers furnished during the conference, however, will be considered preliminary, and will not be official until the Issuing Office has provided them in writing. Following the Pre-Proposal Conference, all questions and written answers will be posted on the Treasury website <http://www.patreasury.gov/rfp14-001> as an addendum to, and shall become part of, the RFP.

Attendance at the Pre-Proposal Conference is not mandatory. Offerors may submit proposals, without any penalty, even if they choose not to attend the conference.

Treasury has elected to provide you with early access to information about Pennsylvania UC and SWIF Cardholder behavior so that you can begin to evaluate this procurement opportunity. The chart on the next page shows program information for the most common transactions that occurred for the 12-month period between August 2013 and July 2014. There were 106,863 active Cardholders, on average,

each month during this period. Any number of factors may lead to changes – whether foreseeable or unforeseen – in future Cardholder behavior. Therefore, Treasury does not guarantee that an Offeror will have a similar experience with its proposed EPC program.

Please respond to [rfp14-001@patreasury.gov](mailto:rfp14-001@patreasury.gov) to acknowledge receipt of this email and to confirm the number of attendees from your firm. In view of the limited facilities available for the conference, please limit your representation to 4 (four) individuals.

Thank you,

Mark Lavelle

<b>August 2013 to July 2014</b>			
<b>Transaction</b>	<b>Total Number of Transactions</b>	<b>Total Amount of Transactions</b>	<b>Average Transaction</b>
Deposit from Treasury	2,120,823	\$959,287,060.48	\$452.32
ATM: Balance Inquiry	1,104,712	n/a	n/a
ATM: In-Network Withdrawals	1,469,886	\$271,107,097.69	\$184.44
ATM: International Withdrawals	4,350	\$774,295.77	\$178.00
ATM: Out-of-Network Withdrawals	1,543,737	\$236,724,247.78	\$153.34
Teller Withdrawal	247,888	\$146,349,493.66	\$590.39
POS: Signature-Based	5,527,819	\$153,490,138.19	\$27.77
POS: PIN-Based	3,921,016	\$130,189,062.88	\$33.20
ACH Transfer to Outside Account	30,860	\$22,461,814.08	\$727.86
Online Bill Pay	2,034	\$510,367.77	\$250.92
IVR Calls	6,432,564	n/a	n/a
CSR Calls	219,296	n/a	n/a