

Questions and Answers – Electronic Payments RFP – Port of Port Angeles

1. What is an On Behalf Of (OBO) payment example?

An OBO payment is when a Port customer calls, gives their credit/debit/ACH information to a Port employee and asks/expects the Port employee to input the electronic payment transaction on the customer's behalf.

2. a. How did you arrive at 1,000 and 2,000 transactions count estimates in B-2?

The Port wanted to get an idea of how transaction costs varied with volume – that is all.

b. Is this based on current slip or guest visits?

No (but see 2d. below).

c. Are gas dock payments expected, or are those paid with a card-present when the gas is dispensed?

We expect customers will use their personal credit/debit cards to pay for gas via the proposed electronic payments system.

d. Do you have some listing of the types of payments we might expect?

| Port of Port Angeles Income Types | | | |
|-----------------------------------|-------------|---------|----------------|
| | | Average | Potential |
| | Number | Invoice | Monthly |
| Department | of invoices | Amount | Revenue |
| Moorage | 215-300 | \$331 | \$99,300 |
| Hangar rental - FIA | 51-63 | 167 | 10,521 |
| Hangar rental - Sekiu | 13 | 65 | 845 |
| Rental Property - FIA | 6 | 701 | 4,206 |
| Hangar pad rental - FIA | 8 | 1,215 | 9,720 |
| Property rental - Sekiu | 1 | 500 | 500 |
| Rental Property - MT/LY | 9 | 2,775 | 24,975 |
| Rental Property - Commercial | 37-40 | 5,335 | <u>213,400</u> |
| | | | \$363,467 |

3. a. Does the Port now have any online customer transaction based system similar to what you are describing in Sec. 5.1.2?

No, but we are currently working with Progressive Systems Solutions to add a bill pay customer portal to our website in the next few months. The electronic payments solution will need to integrate with the newly-developed bill pay customer portal.

- b. Does your accounting system (MS Dynamics SL 7.0 SP...) provide API access directly to the vendor for pulling all the billing, payment history, etc. data outlined in 5.1.2, or do you anticipate providing this in a daily batch FTP type upload to the vendor?**

Currently, our accounting system does not provide API access directly. We are considering working with Sandler-Kahne Software which has an AP module designed for Microsoft Dynamics SL that would give us this capability.

- c. Are your bills now available in PDF format or is this just data that needs to be formatted?**

It is data that needs to be formatted.