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Addendum No. 3

DATE: October 8, 2026

Project: *RFP 26-21*
Banking Services

In accordance with documents prepared by: *The Worcester Housing Authority*.

TO: BIDDERS

Acknowledge receipt of all *Addenda* on the FORM FOR GENERAL BID. **Failure to do so may subject the bidder to disqualification.**

The attention of bidders submitting bids for the above subject project is called to the following addendum to the Term of Contract and the Questions and Clarifications. The items set forth herein, whether of omission, addition, substitution, or clarifications are all to be included in and form a part of the bid submitted.

This Addendum No.1 consists of **ITEM 1**, which are hereby incorporated into the Bidding Documents:

ITEM NO. 1: QUESTIONS/CLARIFICATIONS

Q1. Is the lockbox for monthly rent collections? **Yes**

Q2. Do you provide return envelopes? Please provide a few examples. **No**

Q3. Are there any special processing requirements the Bank needs to consider? **No**

- Q4. Please provide your process when onboarding/modifying a vendor for ACH?
Vendors (primarily Section 8 landlords) complete EFT – Direct Payment Authorization Form and provides WHA with Bank Routing Number and Account Number.
- Q5. Would the Worcester Housing Authority accept other forms of insurance across accounts such as FDIC sharing? **No**
- Q6. Has WHA considered an online payment portal? **No**
- Q7. Would WHA have interest in accepting credit cards as a form of payment? **No**
- Q8. In Addendum No. 1 sent on 10/5, Q2 confirms that the totals listed on pages 13 & 14 are annual, however, in Q21, the number of checks received via Lockbox is listed as 400 monthly. Can you please confirm if the 400 checks received via lockbox is an annual or monthly figure? **Annual**
- Q9. Would WHA consider extending the due date? **No**