



UNIVERSITY OF
ARKANSAS

Associate Vice Chancellor Business Services

**Request for Information (RFI)
Prepaid and Reloadable Card Products**

February 1, 2018

To All Potential Respondents:

The University of Arkansas is currently in the process of gathering information related to pre-paid and reloadable card products currently available in the marketplace. Specifically, the University has product needs in areas such as athlete per diems, payment for research subjects, international travel, and personal and travel reimbursements. We are taking this opportunity to reach out to companies that offer various product(s) in this space.

Please note that this is not a request to participate in a formal bid at this time. We are simply gathering information that will help to inform next steps, which may include the release of a Request for Proposal. The University reserves the right to not conduct a bid. If the University elects to move forward with a formal bid, you will receive notification from the relevant University procurement official. Any costs to prepare for the meeting, including preparation of materials, travel costs, etc., will be borne by the vendor. The University of Arkansas will not be responsible for any costs related to this meeting.

The committee tasked with gathering information would like to invite you to speak with the committee members, either in person or virtually, to learn more about solutions your company offers. We are looking to schedule visits the week of February 26th for 2.5-hour increments. We would appreciate you/your team providing information about products and services available to meet needs like those we've listed above. We also invite you to share your experiences implementing these solutions with other clients, especially higher education clients.

If you are interested, your acceptance of this invitation must be received by 2:30 PM CST on February 9, 2018. Please send your acceptance to Whitney Smith, wesmith@uark.edu by said deadline. Please note that by accepting the University's invitation, you acknowledge that this is not a formal bid request of any sort, nor are there any guarantees of future business.

Susan Slinkard, Director of Cash Management, will be the primary point of contact during the University's information gathering process. She will reach out to you to schedule visits once your acceptance has been received. Then if you have any questions, or need additional information, please do not hesitate to contact Susan.

We thank you in advance for your willingness to participate with the University of Arkansas in this information gathering process and look forward to hearing from you.

Whitney Smith, IT Procurement Coordinator
Business Services
wesmith@uark.edu