

THE CONNECTICUT STATE UNIVERSITY

P.O. Box 2008 • New Britain, Connecticut 06050 • (203) 827-7700

RESOLUTION

concerning

THE ESTABLISHMENT OF A BANKING FACILITY

AT

EASTERN CONNECTICUT STATE UNIVERSITY

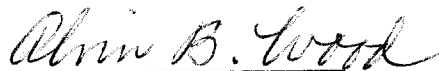
September 13, 1985

WHEREAS, That the Board of Trustees for the Connecticut State University endorses the attached lease conditions for an automatic teller machine (ATM) to provide a needed banking service at Eastern Connecticut State University, be it

RESOLVED, The Trustees authorize the President of the Connecticut State University to proceed cooperatively with the campus administration, Department of Administrative Services - Bureau of Public Works and other appropriate agencies to solicit proposals for the installation of an automatic teller machine to provide banking facilities at the most advantageous terms possible to the student body, faculty and staff at Eastern Connecticut State University, and be it further

RESOLVED, That the President of the Connecticut State University is empowered to sign the aforesaid agreement on behalf of the Board of Trustees.

A Certified True Copy:


Alvin B. Wood
Vice-Chairperson

EASTERN CONNECTICUT STATE UNIVERSITY

WILLIMANTIC, CONNECTICUT

GENERAL CONDITIONS FOR LEASE OF SPACE

The word "PROVIDER" means the organization with the successful proposal: The Lessee.

The word "UNIVERSITY" means The State of Connecticut, Eastern Connecticut State University: The Lessor.

1. An Automatic Teller Machine (ATM) will be installed in the Student Center on the campus of Eastern Connecticut State University. The ATM will be installed on the left (west) of the main entrance of the Student Center. The installation of the ATM will provide customer access from outside the Student Center. Operating and peripheral equipment associated with the ATM will be housed on the inside of the Student Center within a secure closed room. This inside room will occupy a floor space of approximately 8 x 6 feet and its design and construction will be considered part of the ATM installation. The customer operating space outside of the Student Center will be approximately 8 x 6 feet. Arrangements to view the area of installation can be made by contacting the UNIVERSITY'S Student Center Director, Mr. Kenneth Bedini (203 - 456-2231). The letter of proposal should include installation plans for the ATM, including the inside room construction.
2. The letter of proposal will describe the services provided by the ATM. The UNIVERSITY expects that the ATM will be connected to the Connecticut Yankee twenty-four system and the National Network "PLUS" system. The UNIVERSITY expects that the ATM will be operational 24 hours per day.
3. The UNIVERSITY will provide electricity for the ATM installation and operation. The UNIVERSITY will also provide snow, ice and rubbish removal from the outside customer access area.
4. The ATM PROVIDER will install and maintain the ATM, any associated peripheral equipment and the inside room at the PROVIDER'S expense and in accordance with plans and specifications approved beforehand by the Connecticut Department of Administrative Services--Bureau of Public Works and any applicable federal regulatory agency. The plans must be prepared by the PROVIDER and must meet the requirements of the State Building Code and State Fire Safety Code. The installation of the ATM and any necessary repairs or renovation will be provided on a timely basis so as to cause a minimum of inconvenience to the users of the ATM services. The PROVIDER will take action to insure against unauthorized access to the Student Center through the ATM installation area during installation and associated construction. Expenses involved in filing any necessary applications, permit and approvals will be borne by the ATM PROVIDER.
5. The UNIVERSITY expects that the ATM installation will assimilate the Student Center interior and exterior aesthetics.

GENERAL CONDITIONS FOR LEASE OF SPACE (cont'd)

6. The UNIVERSITY will lease the space to the PROVIDER for a 5-year period with option to renew in annual increments thereafter. The ATM PROVIDER'S compensation to the UNIVERSITY will be reviewed on an annual basis throughout the lease period. The UNIVERSITY'S compensation will be by mutual agreement between the ATM PROVIDER and the UNIVERSITY, and may change as a result of the annual review.
7. At the termination of the lease, the ATM and any associated equipment installed by the PROVIDER will be removed at the PROVIDER'S cost and expense. The ATM PROVIDER will restore the Student Center to its original condition. Any item left in the space will be left with the UNIVERSITY'S agreement and title will revert to the UNIVERSITY.
8. The ATM PROVIDER will insure itself against any liability, including liability pertaining to the activities of installation, operation, testing, repair, calibration, maintenance, alteration, modification or renovation of the ATM, its associated equipment and the inside room throughout the lease period, including the time required to restore the Student Center to its original condition.

Personnel engaged in these activities will be working for the ATM PROVIDER or subcontractor thereof. All labor relation responsibilities regarding the personnel engaged in these activities will be borne by the ATM PROVIDER or the subcontractor to the PROVIDER.
9. The letter of proposal will state the UNIVERSITY'S compensation for the lease arrangement.
10. The PROVIDER shall comply with all laws, rules, and regulations and orders of any governmental authority in carrying out the installation, maintenance and operation of the ATM.
11. The ATM shall remain the property of the PROVIDER. The UNIVERSITY shall not be liable for any damage to or loss of the ATM by reason of theft, vandalism, fire, water, power failure, accidents to or defects in plumbing, heating or for any reason or other cause whatsoever.
12. The UNIVERSITY shall not allow any other PROVIDER the privilege of installing an ATM on the UNIVERSITY campus throughout the lease period.

EASTERN CONNECTICUT STATE UNIVERSITY

Statistical Data Relating to ATM Installation

1. Eastern Connecticut State University's enrollment is approximately 3,500 students. Full-time enrollment is 2,500 students.
2. The number of students residing on the campus of the University is 1,300. Approximately 600 of the University's commuting students reside in the City of Willimantic.
3. The University employs a permanent staff of approximately 340. In addition, the University employs 180 temporary lecturers and 300 student workers.
4. The University's last fiscal year payroll costs exceeded \$9,900,000.
5. The University's Student Activity Fund and Institutional Welfare Fund annual deposits exceed \$600,000.
6. The University's contractors who operate the food service dining hall and the bookstore have informally indicated their interest in utilizing an automatic telling machine for their business operations on the University's campus.

If additional statistical data is required, please contact the University's Associate Dean for Administrative Affairs, Mr. Frederick Herbert.

**INTERDEPARTMENTAL
MESSAGE**

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STATE OF CONNECTICUT

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<i>To</i>	NAME, TITLE Mr. Charles D. Slocum, Capital Projects Coordinator	DATE July 22, 1985
	AGENCY, ADDRESS CSU, P.O. Box 2008, New Britain, CT 06050	
<i>From</i>	NAME, TITLE Mr. Frederick G. Herbert, Associate Dean of Administrative Affairs	TELEPHONE 456-2231, Ext. 302
	AGENCY, ADDRESS ECSU, 83 Windham St., Willimantic, CT 06226	

Subject: Request for Proposal -- Automatic Teller Machine

The conditions of the lease for an automatic teller machine installed at Eastern and University statistical data are attached in accordance with your guidelines for the development of the required RFP.

We request that a board resolution be prepared and presented to the Board of Trustees no later than the September meeting.

Please let me know if additional information is required and keep me informed of the administrative process regarding the RFP development.

Thank you very much for your assistance in this matter.

FGH:jag

Attachments

cc: M. Pernal

RECEIVED

JUL 23 1985

**THE CONNECTICUT
STATE UNIVERSITY**

