



DEPARTMENT OF THE AIR FORCE
78th Air Base Wing (AFMC)
Robins Air Force Base Georgia

MAY 10 2016

Colonel Dawn C. Lancaster
Vice Commander
620 9th Street, Suite 230
Robins AFB, GA 31098

Mrs. Christiane Jacobs
Executive Assistant
Association of Military Banks of America
70 Main Street, Suite 33
Warrenton, VA 20186

Dear Mrs. Jacobs

Robins Air Force is soliciting local area banks for interest in installing and maintaining an ATM presence at our location. The Department of the Air Force Comptroller will grant final approval based on evaluation of the proposals received. All financial institutions on Department of Defense (DoD) military installations must follow the policies outlined in the DoD Financial Management Regulation (FMR), Volume 12, Chapter 33 and DoD Instruction 1000.11. These references are available on-line at: <http://www.dtic.mil/whs/directives/corres/pdf/100011p.pdf>.

The financial institution selected will be expected to be insured by the Federal Deposit Insurance Corporation or by another insurance organization specifically qualified by the Secretary of the Treasury.

Space for banking operations will be provided by the Army Air Force Exchange Service (AAFES) and the 78th Air Base Wing (78 ABW). The selected financial institution must be willing to enter into agreement(s) with AAFES and 78 ABW separately for the purposes of space utilization. Hours of operation will be dependent on the type of machine the financial institution chooses to utilize – either indoor or outdoor and the hours of operations of the facility.

Please distribute this solicitation to member banks of the Association of Military Banks of America that meet the criteria for their information for ATM services.

The review of proposals will include the following information and must be submitted by 31 May 2016 using the attached ATM Solicitation Questionnaire.

- (1) Total services offered
- (2) Service fees/charges
- (3) Extent of logistical support required

Written proposals and any questions should be directed to my point of contact, Mr. Jeffrey McClain, (478) 327-4259/jeffrey.mcclain.1@us.af.mil, 236 Milledgeville St, Suite F26, Robins AFB, GA 31098.

Sincerely,

Dawn C. Lancaster
DAWN C. LANCASTER, Colonel, USAF
Vice Commander

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Attachment:

Questionnaire for Proposal

cc:

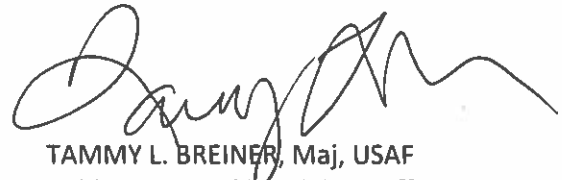
Mr. Michael Windsor, AF Banking Manager
Mr. Gary Schneider, 78 CEG
Maj. Tammy Breiner, 78 CPTS/CC
Mr. Douglas Frank, 78 CEG/CEIAM

MEMORANDUM FOR RECORD

10 May 2016

SUBJECT: Extension, ATM Solicitation Response

The response for Robins AFB ATM installation solicitation is extended from 31 May to 17 June, 2016. If you have any questions, please contact Mr. Jeffrey McClain at 478-327-4259.

A handwritten signature in black ink, appearing to read 'Tammy L. Breiner', is written over the typed name and title.

TAMMY L. BREINER, Maj, USAF
Robins AFB Banking Liaison Officer
Commander, 78th Comptroller Squadron

QUESTIONNAIRE FOR PROPOSED BRANCH OPERATIONS AT ROBINS AFB

- 1. Financial institution: _____
- 2. Address: _____

- 3. Proposed ATM Service:

PROPOSED SERVICES	TO BE OFFERED	CHARGES ASSOCIATED (IF APPLICABLE)
A. ATM provided (specify model type)		
B. Number and location of machines		
C. Surcharge for non-customers (specify amount)		
D. List of local, regional and national networks ATM is linked to (Cirrus, AAFN, Plus, etc.)		
E. Services provided by ATM (cash dispense, deposits, etc.)		

Signed: _____ Date _____

Printed Name: _____

Position or Job Title: _____