

32720
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JULY 9, 2015

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK AND STATE OF ILLINOIS

INVESTMENT MANAGEMENT SERVICES
PFM ASSET MANAGEMENT LLC
OFFICE OF FINANCE
DISTRICT WIDE

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an agreement with PFM Asset Management LLC to provide investment management services for City Colleges of Chicago for the period from July 13, 2015 through June 30, 2020, at a total cost not to exceed \$1,050,000.

VENDOR: PFM Asset Management LLC
222 North LaSalle Street, Suite 910
Chicago, Illinois 60601

USER: District Wide

TERM:

The term of the agreement shall commence no sooner than July 13, 2015 and will continue through June 30, 2020.

SCOPE OF SERVICES:

The scope of services shall include but not be limited to:

- Compliance with all City Colleges of Chicago investment guidelines and policies and/including the statutes of the State of Illinois by which CCC/the District is governed;
- Identifying current or anticipated changes in the market and adjusting the portfolio accordingly;
- Performing credit analyses of security issuers and financial institutions;
- Conducting broker/dealer due diligence;
- Reviewing and evaluating cash flow projections prepared by City Colleges;
- Providing custodial and safekeeping reviews;
- Providing monthly/quarterly statements and being available for meetings with the Board Finance Committee and/or the CCC Board, annually or as needed;
- Providing on-going support services;
- Offering staff training and education as needed; and
- Performing other special projects or investment support services as needed

BENEFIT TO CITY COLLEGES OF CHICAGO:

PFM Asset Management LLC will assist the Treasurer and Chief Financial Officer in managing the current investment portfolio and will make available the necessary data and benchmarks to manage and grow the portfolio. These services will provide the Office of Finance with the ability to improve forecasting and therefore improve cash flow reporting to the Board of Trustees.

VENDOR SELECTION CRITERIA:

A Request for Proposal (RFP) was prepared and advertised through the Office of Procurement Services on March 20, 2015. The RFP was mailed to 23 firms and (4) responses were received from the following firms: 1) PFM Asset Management LLC; 2) ClearArc Capital LLC; 3) Columbia Capital Management, LLC; and 4) Seagall, Bryant & Hamill. Seagall, Bryant & Hamill was deemed non-responsive for failing to comply with M/WBE requirements at the time of bid submission.

The evaluation committee individually scored each proposal and recommended the following top three ranking firms as the District’s finalists: 1) PFM Asset Management, LLC; 2) ClearArc Capital LLC; and 3) Columbia Capital Management, LLC based on the criteria set forth in the RFP including:

- Responsiveness to the RFP
- Qualification of the Firm and Project Team
- Demonstrated Investment Performance
- Portfolio Management Resources and Investment Philosophy
- Proposed Methodology and Approach
- Minority and Women Business Enterprise Participation
- Compliance with All Applicable Laws, Ordinances and Statutes
- Price/Cost/Fees (Proposed Cost of Services)

Each of the remaining 3 firms were required to present their qualifications and respond to five (5) written committee questions via an oral presentation held on May 27, 2015.

The evaluation committee reviewed the responses and based on the composite scores from the written and oral presentations recommends PFM Asset Management LLC to provide the Investment Management Services.

MBE/WBE COMPLIANCE:

The Office of MBE/WBE Compliance has reviewed the proposed agreement and has determined that the vendor is in compliance with the Board Approved Plan:

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Williams Capital Mgmt. 625 N. Michigan Ave. Chicago, IL 60611	MBE	25	Direct	Chicago Minority Supplier Development Council
Peralta Garcia Solutions 516 N. Ogden Chicago, IL 60642	WBE	7	Direct	City of Chicago

GENERAL CONDITIONS:

Inspector General – It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General’s authority under Article 2, Section 2.7.4(b) of the Board Bylaws.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board’s Ethics Policy adopted January 7, 1993, and as amended by the Board.

Contingent Liability – Pursuant to Section 7-14 of the Illinois Public Community College Act, all agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year.

FINANCIAL:

Total: \$1,050,000

Charge to: District Wide

Source of Funds: Education Fund

FY16: 532100-00003-0010026-82000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

July 9, 2015 - Office of Finance