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ADOPTED—BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
MAY 5, 2022

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

SAFEKEEPING AND CUSTODIAL SERVICES  
BMO HARRIS BANK  
OFFICE OF FINANCE  
DISTRICT OFFICE

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair, upon final approval of the General Counsel as to the legal form of such agreements, to authorize the execution of an agreement with BMO Harris Bank for Safekeeping and Custodial Services for the period from July 1, 2022 through June 30, 2027, at a total cost not to exceed \$125,000.

**VENDOR:** BMO Harris Bank  
111 W. Monroe Street, 5E  
Chicago, IL 60603

**USER:** District Office

**TERM:**

The term of agreement shall commence no sooner than July 1, 2022 and will continue through June 30, 2027 with an option to renew for two additional one (1) year periods, or any other renewal terms which do not exceed seven (7) years.

**SCOPE OF SERVICES:**

The following tasks represent the core services the Custodian shall perform:

**A. Custody of Securities.** The custodian shall hold all securities delivered by the City Colleges of Chicago and/or the Investment Manager to the Custodian in a security depository, in book entry form or in any other manner permitted by law.

**B. Custodial Duties.** The Custodian shall act on any investment instruction received from an authorized officer of the City Colleges of Chicago and/or an authorized CCC Investment Manager. The Custodian shall collect all purchases, proceeds of sales, maturities, income and other dispositions of securities and shall hold such proceeds for investment as instructed by an authorized CCC representative or Investment Manager. Payment of securities shall not be made until the securities are received by the Custodian. Purchased securities shall not be sold or presented for redemption or payment except upon the instructions of CCC or the Investment Manager. The Custodian shall provide the appropriate notification to the CCC and/or the Investment Manager of any transactions related to the securities of safekeeping.

**C. Account Structure.** All services requested in this RFP are provided by BMO Harris Bank. CCC currently has 13 accounts. Three accounts with safekeeping and custodial services and ten accounts are under trust agreements with CDB. The CDB accounts are used to fund capital projects and have a current dollar value of about \$8 million. CCC anticipates opening additional accounts in the future to fund CDB projects.

**D. Interest Bearing Cash Account(s) or Account(s) with Earnings Credit Allowance.** Funds not invested from the sale, call or maturity of securities shall be held in an interest-bearing cash account or an account providing earnings credit allowance. Amounts that exceed the FDIC insurable limit must be collateralized in accordance with CCC Investment Policy (See Appendix). Collateralized securities cannot be released or substituted without the written authorization from the Treasurer or the Chief Financial Officer of CCC.

**E. On-going Reporting Capabilities.** Monthly statements shall be provided by the 4th business day following month-end. These statements shall be available online and identify all transactions; and month end balances.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The Office of Finance has determined that BMO Harris N.A will ensure that CCC securities are safely held and accurately recorded through stringent safety measures and offer comprehensive on-line services that include: cash reporting, security holdings and pledge positions, advices of principle and interest payments, transaction history and upcoming activity.

**VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement Staff in conjunction with the Office of Finance and Request for Proposals (RFP) #SH2201 was publicly advertised on in the Chicago Sun-Times on February 16, 2022. The RFP was sent to three (3) companies and a pre-proposal conference was held on February 25, 2022. BMO Harris Bank submitted its proposal, which was due on March 11, 2022.

The evaluation committee reviewed the response and recommend BMO Harris Bank based on the criteria set forth in the RFP including:

- Experience and Statement of Qualifications
- Implementation Plan and Technical Approach
- Cost Proposal
- Minority/Women Business Enterprise Plan

**MBE/WBE COMPLIANCE:**

The Office of Procurement Services has reviewed the proposed agreement and recommends a waiver of the Board Approved Participation Plan due to the nature of the services and lack of subcontracting opportunities.

**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:** \$125,000

**Charge to:** Office of Finance

**Sources of Funds:** Education Fund

**FY22-23:** 594000-00003-0010026-80000

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**May 5, 2022 – Office of Finance/ District Office**