

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a contract with **US Bank for Trustee and Custodial Services.**

Board Meeting Date: January 7, 2014

Project Name/Contract#: Trustee and Custodial Services/053-2013

Primary Contact: Cathy Bloom Ext. 7150

Purchasing Contact: Sarah Gorsegner Ext. 7348

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contract Amount:

Original Contract Amount: \$ 300,000 over 5 years

Additional \$ Previously Approved: \$ n/a

Invoices over last approval: \$ n/a

Percentage over last approval: n/a %

Amount this Request: \$ 300,000 over 5 years

Resulting Cumulative Total: \$ 300,000 over 5 years

Form of Contract:

Single Purchase
 Services
 Personal Services
 Construction
 IGA
 Price Agreement
 Other

Contracting Method:

Method of Solicitation: Formal Request For Proposal

If applicable, basis for exemption: n/a

Term of Agreement: January 2014-January 2017

Option to Renew? No

Approval for purchases "as needed" for the life of the contract Yes

Narrative:

The Board is being asked to approve a new contract with **US Bank for Trustee and Custodial Services.**

EWEB requires Trustee and Custodial Services to administer and manage debt service funds and accounts, and provide for safekeeping of securities. Contract objectives are to facilitate, manage, and report on bond covenant obligations while maximizing investment returns on excess funds in debt service accounts.

Required services include collection of debt service from EWEB, disbursement of debt service to bondholders, monitoring and investing excess funds, purchasing open market treasury securities, monitoring debt issues for compliance, providing cost-effective access to account information, monitoring and valuing reserve requirements, and ensuring proper debt service payments.

Staff issued a formal Request for Proposals (RFP) in November 2013 to financial institutions that provide Trustee and Custodial Services. Three companies reviewed the solicitation; EWEB received one proposal from US Bank Global Corporate Trust Services of Portland, Oregon. The response was evaluated based on the evaluation criteria stated in the RFP, criteria included company's qualifications, experience, references, and fees.

US Bank was determined to be qualified to provide the services. They have experience supporting over 122,000 bond issues with over \$3.5 trillion in principal issued. They have provided a comprehensive implementation plan, a variety of training options, and offer a competitive fee structure. Staff has issued a notice of Intent to Award the contract to US Bank, pending Board approval.

ACTION REQUESTED:

Management requests Board approve a contract with **US Bank for Trustee and Custodial Services.** Funds for these services were budgeted for 2014 and will be budgeted annually.

SIGNATURES:

Project Coordinator: _____

LT Manager: _____

Purchasing Manager: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____