



County of Jefferson

State of Missouri

BETH MAHN
COLLECTOR OF REVENUE

**JEFFERSON COUNTY
ADMINISTRATION CENTER**
PO BOX 100
HILLSBORO, MO 63050

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March 1, 2011

To Whom It May Concern:

In March 2011 Jefferson County will publish a notice requesting bids on the Jefferson County Depository Agreement. All bids must be submitted to the Clerk of Jefferson County by 2:00 p.m. on March 29, 2011. The Agreement will be in effect from May of 2011 through May of 2015. The County shall have the option to rebid in 2013.

Enclosed is a packet of information that we feel is necessary for you to complete your bidding process, however if further information is required, please don't hesitate to contact either Mark Abel, the Jefferson County Treasurer or Beth Mahn, the Jefferson County Collector.

We will be contacting each entity after the bid opening has taken place. We will reserve a time to meet with your representatives to go over your bid and clarify all phases of your proposal.

We thank you for the compliments we received during the 2007 bidding process, and you can once again be assured that we will put forth every effort to assure you that every bidder receives a fair and accurate appraisal of your proposals.

Once again, please don't hesitate to contact either of us if you should have any questions concerning the bid process.

Mark Abel
Treasurer
Jefferson County

Beth Mahn
Collector of Revenue
Jefferson County

COUNTY DEPOSITORY AGREEMENT
NOTICE OF BIDS

**GENERAL REVENUE, ROAD AND BRIDGE, LAW ENFORCEMENT AND
COUNTY COLLECTOR'S FUNDS**

Notice is herewith given that the Jefferson County, Missouri, Council, during the May 2011 term thereof, and on March 29, 2011, will receive bids for County Depositories in compliance with the provisions of Section 110.130 et. seg., Chapter 110, R.S. Mo. 2000. The County Council anticipates that it may be necessary to borrow approximately \$750,000.00 per year for the life of the agreement. Sealed bids should indicate what terms, conditions, and rates of interest are proposed for loaning money to the County. The County Council will also select a depository for monies received by the County Collector under the provisions of Section 52.360, Chapter 52 R.S. Mo. 2000. The said depositories will be selected for the term from May 2011 to May 2015, with an option for the County to re-bid in 2013. Therefore, the Council does issue its request for bids herein in accordance with the specifications and bid criteria on file with the County Treasurer and County Collector of Jefferson County, Missouri. Bid packages may be obtained by contacting the office of Contracts and Grants at 636-797-6083, Monday through Friday 8:00 a.m. to 5:00 p.m.. The Council reserves the right to reject any and all bids, 3 complete copies of sealed bids must be filed with the County Clerk of Jefferson County, Missouri at 729 Maple St., Hillsboro, MO 63050 not later than 2:00 p.m., local time, on March 29, 2011.

**DESCRIPTION AND CONDITIONS CONCERNING
THE DEPOSITORY PLEDGE AND LOAN AGREEMENT
FOR JEFFERSON COUNTY
2011 - 2015**

Jefferson County is requesting proposals from local banks who are interested in becoming the County Depository. The Depository will be chosen for a four year period beginning May 2011. The County shall have the option to re-bid in 2013.

The County's goal is to maximize earnings on its funds while utilizing bank management's systems. The County is interested in proposals for services which would enhance its operation.

All banks are invited to participate in this depository agreement procedure. Preference will be given to participating banks that bid on all sections.

The County Council, the County Treasurer and the County Collector reserve the right to accept or reject any and all proposals regarding the Depository Pledge and Loan Agreement.

LEGAL REQUIREMENTS

Collateral

Bank depository to collateralize and secure all deposits and investments: as required by Missouri Law in Sections 110.020, 110.010 and 30.270 RSMo.; all security so pledged shall be held by a third party institution with preference given to third party holding by the Federal Reserve Bank in St. Louis. Safekeeping receipts for pledged collateral and securities shall be delivered to the designated officer and said collateral and securities shall be released only when authorized by the County through a statement signed by the designated officer or the County Executive. If pledged security is not held by the Federal Reserve Bank the depository agrees to have the third party holder provide the designated officer with a monthly listing of security pledged on or before the tenth day of each month. The monthly listing shall detail the holdings as of the last working day of the immediately preceding month along with the purchase date, the coupon interest rate, the maturity date, the par value of each security, the total par value of all securities, the market value of each security and the total market value of all securities. The County reserves the right to reject or request replacement of any security pledged. A listing of acceptable securities under Missouri law is included in this proposal.

EXHIBIT A

SECURITIES ACCEPTABLE FOR THE SAFEKEEPING OF DEPOSITS ARE:

1. Bonds or other obligations of the United States.
2. Bonds or other obligations of the State of Missouri.
3. Bonds of the Federal Farm Mortgage Corporation.
4. Bonds of the Federal Home Loan Banks.
5. Any bonds or other obligations guaranteed as to payment of principal and interest by the government of the United States of any agency or instrumentality thereof.

SERVICES NEEDED

General: Provision for daily deposits*

Provide full service checking and savings accounts

Proposal for borrowing approximately \$750,000.00 per year for the life of the contract

Stop payment provisions

Pre-encoded, pre-printed deposit slips for all accounts

*Special provision and cost quotes should be presented if the bidding institution is located outside of Hillsboro City limits. (Daily armored car transportation cost).

Please make special note of addressing the following issues:

- (A) We now have the availability to access our account directly by personal computer. Would this be available through your institution?
- (B) Presently our daily deposits are picked up by armored car at approximately 1:30 p.m. When would this deposit be credited to our account?
- (C) When would we receive canceled checks?

Treasurer's Funds:

Proposal for approximately 6 to 8 wire transfers monthly.

Provide electronic access to cleared checks sorted in numerical order.

Provide month end transmission of cleared check file.

Now-Account with sweep capabilities.

Possibility of daily listing of cleared checks.

Cost of approximately 10 corporate credit cards. Each on a separate account.

Collector's Funds:

Proposals for ach transfers of monthly tax distributions to approximately 65 different taxing entities. (Currently 47 @ month)

Investments of protested tax payments with the ability to track interest earnings from date of deposit to payout.

Proposal for future possibility of accepting credit card payments for individual's tax liability. (Currently accept Discover Card)

Pre-encoded, pre-printed checks for use with personal computer software.

Use of debit cards for payment of taxes.

If there are any other figures that we have omitted that you feel would be helpful in preparing your bid, please don't hesitate to call either Beth Mahn, Collector of Revenue at (636) 797-6441 or Mark Abel, County Treasurer at (636) 797-5367.

2011 BANK BIDS

In order to more efficiently expedite the processing of our bank bids, please furnish the amounts your Financial Institution will charge for the following items:

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|--------------------------------|-------|------------------------------|-------|
| 1) Returned Items | _____ | 15) On Line Access to Checks | _____ |
| 2) Redeposit of Returned Items | _____ | 16) Checks | _____ |
| 3) Incoming Fed Wires | _____ | 17) Deposit Tickets | _____ |
| 4) Mail Advise | _____ | 18) Safe Deposit Box | _____ |
| 5) Stop Payments | _____ | 19) Direct Deposits | _____ |
| 6) Ledger Credits | _____ | 20) Armoured Car | _____ |
| 7) Ledger Debits | _____ | 21) Credit Cards | _____ |
| 8) Deposited Items | _____ | 22) FDIC Insurance | _____ |
| 9) Currency & Coin | _____ | 23) On Line Wire Transfer | _____ |
| 10) Cancelled Checks | _____ | 24) CR ROM | _____ |
| 11) Monthly Maintenance | _____ | 25) ACH Maintenance | _____ |
| 12) Monthly Sweep Fee | _____ | 26) ACH File Transmission | _____ |
| 13) Account Reconciliation | _____ | 27) Loan Rates | _____ |
| 14) Software | _____ | 28) Repo Rate | _____ |
| | | 29) Cleared Check File @ EOM | _____ |

COLLECTOR'S ACCOUNTS	#	COST	TOTAL
RETURN ITEMS	605		
NOTICE	605		
RECLEAR ITEMS	378		
STOP PAYMENTS	10		
INCOMING WIRE	4		
WIRE ADVICE CHG	4		
LEDGER CREDITS	781		
LEDGER DEBITS	924		
ACH DEBITS	303		
ACH CREDITS	1577		
ACH ORIGATION CREDITS	773		
DEPOSITED ITEMS	116,744		
CHECKS WRITTEN	1100		
MONTHLY MAINTENANCE			
MONTHLY SWEEP FEE			
SOFTWARE			
CHECKS			
DEPOSIT TICKETS			
CURRENCY & COIN			
ARMoured CAR			
ACH FEES			
FDIC INSURANCE			
TOTAL			

COLLECTOR'S ACCOUNT			
AVERAGE SWEEP EARNINGS			
	AVERAGE BALANCE	RATE	EARNINGS
JANUARY	\$ 44,111,166.50		\$ -
FEBRUARY	\$ 4,767,884.89		\$ -
MARCH	\$ 3,283,446.36		\$ -
APRIL	\$ 1,743,442.73		\$ -
MAY	\$ 1,284,271.06		\$ -
JUNE	\$ 1,021,111.03		\$ -
JULY	\$ 871,838.56		\$ -
AUGUST	\$ 961,549.18		\$ -
SEPTEMBER	\$ 945,791.51		\$ -
OCTOBER	\$ 613,710.91		\$ -
NOVEMBER	\$ 1,002,310.55		\$ -
DECEMBER	\$ 41,426,984.29		\$ -
TOTAL EARNINGS			\$ -
AVERAGE DAILY BALANCE IN SWEEP ACCOUNT			\$ 8,502,792.30

COLLECTOR'S		
CURRENCY & COIN DEPOSITED		# OF DEPOSITS
JANUARY	\$ 226,717.12	94
FEBRUARY	\$ 346,295.28	48
MARCH	\$ 360,031.87	55
APRIL	\$ 259,751.18	45
MAY	\$ 227,379.60	42
JUNE	\$ 216,917.41	44
JULY	\$ 203,229.03	43
AUGUST	\$ 348,682.25	47
SEPTEMBER	\$ 130,357.04	41
OCTOBER	\$ 129,839.19	42
NOVEMBER	\$ 255,019.46	64
DECEMBER	\$ 616,503.19	160
TOTAL	\$ 3,320,722.62	725
AVERAGE MONTHLY CASH DEPOSIT		\$276,726.89

TREASURER'S ACCOUNTS				
	#		COST	TOTAL
RETURN ITEMS	41			
RECLEAR ITEMS	92			
INCOMING FED WIRES	9			
OUTGOING WIRES	16			
STOP PAYMENTS	30			
LEDGER CREDITS	272			
LEDGER DEBITS	17,522			
ACH DEBITS	491			
ACH CREDITS	2,617			
DEPOSITED ITEMS	56,771			
CHECKS WRITTEN				
MONTHLY MAINTENANCE	12			
MONTHLY SWEEP FEE	12			
SOFTWARE				
CHECKS	Purchase our own checks			
DEPOSIT TICKETS				
CURRENCY & COIN	Avg. / month \$103,944.00 / per year = \$1,247,339.53			
ARMoured CAR				
FDIC INSURANCE				
TOTAL				

TREASURER'S ACCOUNT

AVERAGE SWEEP EARNINGS

	AVERAGE BALANCE	RATE	EARNINGS
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January	\$ 25,043,764.00		
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February	\$ 32,339,400.00		
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March	\$ 26,239,954.00		
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April	\$ 25,585,727.00		
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May	\$ 24,802,350.00		
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June	\$ 24,487,772.00		
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July	\$ 23,482,721.00		
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August	\$ 24,599,227.00		
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September	\$ 24,630,952.00		
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October	\$ 23,561,400.00		
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November	\$ 21,642,600.00		
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December	\$ 22,515,000.00		
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TOTAL EARNINGS: \$			
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AVERAGE DAILY BALANCE IN SWEEP ACCOUNT: \$24,910,905.00

TREASURER'S		
CURRENCY & COIN DEPOSITED		
		# of Deposits
January	\$ 68,535.35	19
February	\$ 120,470.75	19
March	\$ 103,708.23	22
April	\$ 177,531.90	22
May	\$ 73,421.40	20
June	\$ 83,726.64	22
July	\$ 143,987.25	21
August	\$ 184,862.24	22
September	\$ 78,364.53	21
October	\$ 83,623.90	20
November	\$ 69,069.34	20
December	\$ 60,038.00	22
	\$ 1,247,339.53	
Average Monthly Cash Deposit		\$103,944.96