



Legislation Text

File #: 21-592, Version: 1

Memorandum

Date: June 22, 2021

To: The Honorable Bruno Sabatier, Chair, Lake County Board of Supervisors

From: Carol J. Huchingson, County Administrative Officer

Subject: Approve of Agreement for Investment Advisory and Management Services

Executive Summary: (include fiscal and staffing impact narrative):

On October 28, 2020, per your Board's direction, a request for proposals (RFP) was issued for Investment Advisory and Management Services. Proposals were received from three different firms, and ultimately Chandler Asset Management Inc. (Chandler) was selected with the highest score after the review process was completed.

Chandler will assist the Treasurer - Tax Collector by providing a variety of services, including advisory functions and the production of comprehensive reporting on the County's investments. As part of the process, Chandler will review the County's investment policy and help create an investment portfolio that most effectively serves the County's needs.

The agreement would begin on July 1, 2021, and the compensation is based on a variable percentage depending on the balance of the County's portfolio. A rough estimate of annual cost, based off past balances, would be approximately \$116,800. This would represent an increased cost for the County of approximately \$95,200, however, the increase in costs should be offset by the ability to safely maximize the County's return on investments. Furthermore, the County will benefit from additional services provided by Chandler, including production of investment reporting that is in compliance with applicable laws and regulations.

A copy of the proposed agreement is attached for your Board's consideration.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Consistency with Vision 2028 and/or Fiscal Crisis Management Plan (check all that apply):

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Not applicable |
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Disaster Recovery | <input type="checkbox"/> County Workforce | <input type="checkbox"/> Technology Upgrades |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake | <input checked="" type="checkbox"/> Revenue Generation |
| | | | <input type="checkbox"/> Cost Savings |

If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:

Which exemption is being requested?

How long has Agreement been in place?

When was purchase last rebid?

Reason for request to waive bid?

Recommended Action: Approve of Agreement for Investment Advisory and Management Services