

## Instructions to Bidders

Depository Bid for Three Fiscal Years  
July 1, 2022 – June 30, 2025  
Clarksdale Municipal School District  
Clarksdale, MS

Bid # 2023-01

Opening Date: June 21, 2022

Opening Time: 10:00 A.M.

### Introduction

Pursuant to existing provisions of sections 27-105-1, et seq. 37-7-33, Mississippi Code Ann. (1972), it is the intention of the School Board of the Clarksdale Municipal School District to select a depository or depositories to assist with the banking functions for all funds of the District for a three (3) year period commencing no later than July 1, 2022 and ending no later than June 30, 2025.

### Preparation of Bids

All information shall be entered in ink or typewritten. Mistakes may be crossed out and corrections inserted **before** submission of your bid. Corrections should be initiated in ink by the person(s) signing the bid form.

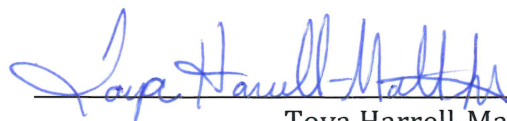
Corrections and/or modifications received after the closing date and time specified **will not be accepted**.

An authorized officer or employee of the bidder shall sign all bids.

To be considered, bids must be submitted by the date and prior to the time specified. Bid **must** be submitted on the "School District Bid Proposal Form" provided by the district. No late bids, faxed, e-mailed or telephone bids will be accepted. Submit bids in a sealed envelope with the following information in the lower left-hand corner.

- Bid Number
- Title of Bid
- Opening Date and Time

Submit To: Clarksdale Municipal School District  
Attn: Jessica Pulley  
P.O. Box 1088  
Clarksdale, MS 38614



Toya Harrell-Matthews, Ph.D.  
Interim Superintendent

## SCHOOL DISTRICT BID PROPOSAL FORM

TO SCHOOL BOARD OF \_\_\_\_\_

We submit the following bid proposal for serving as the deposit for \_\_\_\_\_ School District for the period beginning July 1, \_\_\_\_\_ and ending June 30, \_\_\_\_\_ and thereafter until new arrangements shall be made according to law:

1. \_\_\_\_\_ is insured by the Federal Deposit Insurance Corporation or any successors to such insurance corporation.
  2. \_\_\_\_\_ has met the primary capital to assets ratio of five and one-half percent (5 1/2%) or more as of June 30, \_\_\_\_\_, and has received certification of such from the State Treasurer. **Please attach commission in response.**
  3. \_\_\_\_\_ has \_\_\_\_\_ offices located in \_\_\_\_\_, Mississippi. **Please attach in response a list of all branches located in the county the school district is located. Include address of each branch.**
  4. \_\_\_\_\_ has \_\_\_\_\_ employees located in \_\_\_\_\_, Mississippi.
  5. \_\_\_\_\_ agrees to place on deposit for the \_\_\_\_\_ School District as security with the State Treasurer any of the securities eligible for securing of state funds as provided in Section 27-105-5, Mississippi Code Ann. (1972) in an amount at least equal to one hundred five percent (105%) of the maximum sum to be placed on deposit in such financial institution at any one time exclusive of that portion of accounts insured by the Federal Deposit Insurance Corporation or any successors to such insurance corporation.
- Or, \_\_\_\_\_ is a public funds guaranty pool member under sections 27-105-5 and 27-105-6, Mississippi Code Ann. (1972). The qualified financial institution shall secure those deposits by placing qualified securities on deposit with the State Treasurer as provided in section 27-105-5.
6. \_\_\_\_\_ agrees to execute a Collateral Security Agreement with the District in the form recommended by the State Treasurer of the State of Mississippi for the purpose of complying with Section 1823(e) of FIRREA as necessary to ensure that the District will possess a preferred claim to pledged securities in the event of default by the depository bank. All Collateral Security Agreements will be executed prior to July 1, \_\_\_\_\_.
  7. \_\_\_\_\_ agrees to monitor monthly deposits of the district in order to ensure adequate securities are pledged and to provide the district with an annual report listing accounts reported to the State Treasurer.

8. \_\_\_\_\_ agrees to prepare monthly statements beginning with the first day of the month and ending with the last day of the month, showing debits, credits, balances, and sequential listing of cashed checks within five (5) business days of the statement closing date.
9. \_\_\_\_\_ agrees to pay interest on the District's accounts based on a fixed rate or variable rate. Variable rates shall be equal to the prior month-end U.S. Target Federal Funds Rate plus or minus \_\_\_\_\_ basis points. Current U.S. Target Federal Funds Rate is \_\_\_\_\_.

CURRENT RATES BASED ON ABOVE CALCULATIONS

	<i>Variable</i>	<i>Fixed</i>
<i>DDA Checking Accounts</i>	_____ %	_____ %
<i>Money Market/Savings Accounts</i>	_____ %	_____ %

*Note:* Interest shall be earned on the average daily investable balance.

10. \_\_\_\_\_ agrees to provide earnings allowance on daily District account balances that offset bank service charges. The earnings credit rate (ECR) shall be \_\_\_\_\_ %
11. \_\_\_\_\_ agrees to, if requested, offer advice on cash management and investment strategies necessary to properly utilize the School District's assets.
12. \_\_\_\_\_ agrees to provide the requested information necessary for the completion of the annual audit at no charge to the district or its auditors.
13. \_\_\_\_\_ agrees to allow the district to establish or maintain checking or savings accounts for no charge or minimum charges/fees for deposits credited, checks paid, incoming wire transfers, or returned deposit items. In addition, \_\_\_\_\_ agrees to provide the services listed on the following page at no charge or minimum charge to the district based on account data provided by the school district and data listed below:

<b>Account Data</b>	
<i>Average Monthly Ledger Balance</i>	
<i>Number of DDA Checking Accounts</i>	
<i>Number of Savings Accounts</i>	

Completed By School District			Financial Institution's Response	
Account Services	Services Utilized? (Yes/No/Interested)	Monthly Average Volume	Provided at No Charge (Yes or No)	Direct Fee or Service Charge (Indicate Fee or Charge)
<i>Stop Payments</i>				
<i>Outgoing Wire Transfers</i>				
<i>Incoming Wire Transfers</i>				
<i>Night Depository Services</i>				
<i>Locking Bank Bags</i>				
<i>Keys for bank night drop</i>				
<i>Deposit Slips</i>				
<i>Checks</i>				
<i>Re-deposit of returned deposit items at least once</i>				
<i>Research/Statement Reproduction</i>				
<i>Payroll Direct Deposit Services</i>				
<i>Transactions handled via phone</i>				
<i>Cash in to be counted by teller at time of deposit</i>				
<i>Internet Banking Access</i>				
<i>Overdraft Fees and Penalties</i>				
<i>Positive Pay</i>				
<i>Reconciliation</i>				
<i>Controlled Disbursements</i>				
<i>Stored Value (Payroll) Cards</i>				
<i>Lockbox Services</i>				
<i>Check to ACH Conversion</i>				
<i>Balance and Transaction Services</i>				
<b>Note:</b> Please add any additional services you deem necessary or have interest in under "Service" column				

14. \_\_\_\_\_ agrees to provide ledger credit on the same day as deposits occur (holidays and weekends excluded). This includes same day credit on wire transfer of funds from the federal and state government, and same day credit on deposits made by the District prior to 2:00 P.M. CST.

Financial Institution Name: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Type or Print Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_