

Audit and Accountability Committee



Pre Solicitation Briefing for Financial Advisor Services

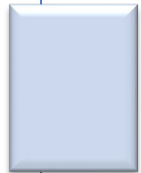
Date: October 20, 2020

Presented by: Troy Elliott, CPA, Deputy Chief Financial Officer
Finance Department

Project & Solicitation Overview

Project Scope/Overview -

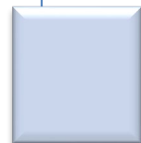
Financial Advisor services assist the City in the management of its various debt programs and the design and issuance of bonds, certificates, tax notes, and other financial instruments as may be required.



Solicitation Type:
Request for Proposal
(RFP)



Proposed Term:
3 years with 1, 2 year
option to renew



Estimated Value:
\$2.5 Million



Current Contract Status:
Expires March 31, 2021

Solicitation Overview

Outreach	
NIGP Codes Identified	NIGP code(s) and description: 94648 - Financial Advisor
Number of Vendors to be Notified	Central Vendor Registry: 46 Veteran Owned Small Business (SBA/SCTRCA): 1 Targeted Vendor Outreach: 48
Advertising	TVSA Channel 21 COSA Bidding Opportunities website Express News

Evaluation Voting Members
Ben Gorzell, Jr., Chief Financial Officer, City Manager's Office
Troy Elliott, Deputy Chief Financial Officer, Finance Department
Margaret U. Villegas, Assistant Director, Finance Department
Alejandro Tijerina, Financial Management Administrator, Finance Department
Phyllis Garcia, Treasurer, San Antonio Water System
Evaluation Member, to be determined

Solicitation Requirements

Evaluation Criteria

Experience, Background, Qualifications: 30 points
Proposed Plan: 40 points
Pricing: 5 points
SBE Prime Contract Program: 5 points
M/WBE Prime Contract Program: 5 points
Local Preference Program: 10 points
Veteran Owned Small Business Preference Program: 5 points

Additional Requirements

SBEDA Subcontracting Requirements: Not Applicable
Audited Financial Statements: Required

Goal Setting Committee Members

Alejandro Tijerina, Financial Management Administrator, Finance Department
Shuchi Nagpal, Interim EDD Administrator
Troy Elliott, Deputy Chief Financial Officer, Finance Department
Nikki Ramos, Goal-Setting Committee Chair

Project Timeline

