



City of San Antonio

Agenda Memorandum

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Agenda Date: 10/20/2020

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
FINANCE DEPARTMENT
INTERDEPARTMENTAL CORRESPONDENCE**

TO: Erik Walsh, City Manager

FROM: Troy Elliott, CPA, Deputy Chief Financial Officer

COPIES: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor

SUBJECT: Pre-Solicitation Briefing for Financial Advisor Services

DATE: October 20, 2020

The Finance Department will present a pre-solicitation briefing for the selection of qualified firm(s) to perform professional Financial Advisor Services which is presented in the Biannual High Profile Report. These services will 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. This briefing will allow an opportunity for input and direction from Committee members.

This pre-solicitation briefing will cover estimated contract value, projected timeline, high profile designation, scope of the project, terms of the contract, proposed scoring criteria, evaluation committee members, project consideration, local preference program applicability, veteran owned small business preference program applicability and SBEDA Program requirements.

The City, from time to time, will consider the utilization of various types of debt including, but not limited to, general obligation bonds, certificates of obligation, tax notes, commercial paper, revenue bonds, conduit financing and other types of financing which will facilitate the most efficient and cost-effective method of financing projects. The Local Preference Program and the Veteran-Owned Small Business Preference Program are applicable to this solicitation. This project will result in a three year contract with one, two-year renewal option.