



MEETING OF: February 9, 2016

---

TITLE: Award Request for Proposals (RFP) 16-50-C20 – Financial Advisor Services and Investment Banking Services

---

ITEM #: 7

---

Information:

Study:

Action: X

---

PURPOSE:

Approval to award Financial Advisor Services as the first part of Request for Proposals 16-50-C20 - Financial Advisor and Investment Banking Services. All information contained in the proposals shall remain confidential until award of the entire Request for Proposals. This is in compliance with AZ Administrative Code R7-2-1045.

---

DESCRIPTION AND JUSTIFICATION:

RFP No. 16-50-C20 has been issued to procure Financial Advisor and Investment Banking Services on behalf of the District for a potential bond issue, refinancing of existing bonds and other financial advisory assistance. It has been determined to award this contract in two parts; the first part is for Financial Advisor Services and the second part is for Investment Banking (Underwriting) Services. The first part for Financial Advisor Services is what the current recommendation is for, currently before the Board. The second part for Investment Banking (Underwriting) Services may be brought to the Board in February 2016.

The Request for Proposals was electronically sent to 204 vendors using the District on-line bidding service, AZPurchasing.org. Seven (7) vendors submitted proposals for consideration and 45 vendors submitted no-bids. The Request for Proposals was also posted on the AZPurchasing.org website during the solicitation period in addition to being posted on two separate dates in the legal notice newspaper for Pima County. Proposals were evaluated and scored by an evaluation committee.

The recommended vendor was determined to have submitted a proposal most advantageous to the District. The proposals were evaluated using the weighted criteria contained in the RFP. An Executive Summary and the committee's award recommendation will be sent separately to the Governing Board for review as information within the proposals is confidential until all parts of the contract are awarded.

This is a multi-term contract beginning upon award, with yearly renewal options through 2020 for a term no longer than five (5) years. The cost is dependent on the dollar amount of bonds issued/refinanced.

Karla Soto, Chief Financial Officer, will be present to answer questions regarding the use of the Financial Advisor Services contract.

Kevin Startt, Director of Purchasing, will be present to answer questions regarding the procurement process.

---

BOARD POLICY CONSIDERATIONS:

Governing Board Policy DJ - Purchasing Procedures

---

LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

\_\_\_\_\_  
Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

_____	District Budget
_____	State/Federal Funds
X _____	OtherBond Proceeds
<u>Budget Cost</u>	<u>Budget Code</u>
TBD	001.100.2510.6311.5011.00000.5011


Budget Certification (for use by Office of Financial Services only):

Date  
I certify that funds for this expenditure in the amount of \$ are available and may be:  
Authorized from current year budget  
Authorized with School Board approval  
Code: Fund:

INITIATOR(S):

Kevin Startt, Director of Purchasing	1/22/2016
Name	Title
	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<b>ATTACHMENTS:</b>
Click to download
 <a href="#">Confidentiality Notice</a>

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM  
CONTINUATION SHEET