## GENERAL MEETING OF THE BOARD OF DIRECTORS OF THE CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY

## **RESOLUTION NO. 03-06**

WHEREAS, the Central Texas Regional Mobility Authority ("CTRMA") is empowered to procure such services as it deems necessary to assist with its operations and to study and develop potential turnpike projects; and

WHEREAS, the Board of Directors deems services of one or more financial advisors to be important to the operations of the CTRMA; and

WHEREAS, the Board of Directors desires to retain one or more outside providers to perform financial advisory services for the CTRMA; and

WHEREAS, the Board of Directors desires that the acting staff initiate the process for procuring financial advisory services by issuing a request for qualifications (RFQ) to firms interested in providing such services; and

WHEREAS, the Board of Directors desires that the acting staff and legal counsel develop and recommend to the Board a process by which the Board may select a financial advisor from among those responding to the RFQ.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the CTRMA authorizes the acting staff to issue an RFQ in substantially the same form as the draft RFQ attached as <u>Attachment "A"</u> to firms interested in providing financial advisory services to the CTRMA; and

BE IT FURTHER RESOLVED, that the acting staff and legal counsel are directed to present to the board a proposal for a process by which the board may select a financial advisor from among those responding to the RFQ.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 29th day of January 2003.

Submitted and reviewed by:

C. Brian Cassidy Legal Counsel for the Central Texas Regional Mobility Authority

Approved:

Chairman, Board of Directors Resolution Number <u>03-06</u> Date Passed <u>1/29/03</u>

## Central Texas Regional Mobility Authority Public Notice Request for Qualifications (RFQ) for Financial Advisor

The Central Texas Regional Mobility Authority (CTRMA) is soliciting statements of interest and qualifications from professional financial advisory firms to provide financial advisory services. Firms responding must demonstrate a history of providing expert advise to governmental agencies, including but not limited to investment of available assets in legally permissible interest-yielding accounts and paper, issuance and servicing of tax-exempt debt, analysis of the financial feasibility of potential turnpike projects, and continuing financial review and analyses of previously issued tax-exempt turnpike financings.

Proposed fees and/or budgets shall not be submitted with any initial response or other communication of a firm. Qualifications filed with the CTRMA will be reviewed by the CTRMA Board of Directors and, as appropriate, a consultant selection committee to identify those most qualified and experienced respondents who may best serve the CTRMA on specific assignments. The final financial advisor selection, if any, will be made following completion of the review of responses, firm interviews (if necessary) and negotiation of a satisfactory fee.

Firm responses must include the following information and should present this information in the same order as is appears below:

- 1. General firm information and principal contact.
- 2. Number of Public Finance offices and employees in Texas and the number of Public Finance professionals located in the Central Texas Region.
- 3. Three (3) references, with telephone and email contact information.
- 4. Key members to be assigned to this engagement, with anticipated role of each person, including brief biographies of each individual (full resumes may be included as appendix material, but should not be included in the main body of the firm's response.
- 5. Summary of firm's experience in serving as a Financial Advisor in connection with the issuance of tax-exempt bonds for public entities in the State of Texas for the past five years (1998, 1999, 2000, 2001 and 2002).
- 6. Summary of firm's experience in serving as a Financial Advisor in connection with the issuance of healthcare and/or educational tax-exempt transportation, healthcare and utility bond financing for past five years (1998, 1999, 2000, 2001 and 2002).

Attachment A

- 7. Summary of firm's experience in serving as the Financial Advisor in connection with the issuance of contract revenue bonds for public entities in the State of Texas for the past five years (1998, 1999, 2000, 2001 and 2002).
- 8. Summary of Texas public entities that have appointed firm Financial Advisor on their issues since 1998. Indicate whether the firm continues to serve as Financial Advisor to such entities and state whether any such entities have terminated Financial Advisor relationship and why.
- 9. Identify any litigation (including any formal administrative proceedings) in which the firm is currently involved or has been involved since 1998 resulting from the firm's services as Financial Advisor. Indicate the current status or disposition of such litigation or proceedings.
- 10. Identify any litigation, complaint or filing against the firm regarding equal employment, discrimination or sexual harassment and the disposition of any such complaint.
- 11. Indicate any formal or informal agreement the firm or staff has with any investment banking, investment broker or consultant or other corporation that may be determined by the CTRMA to be a conflict of interest or create the appearance of a conflict with the firm's services as Financial Advisor.

It is the intent of the CTRMA to encourage the participation of Historically Underutilized Businesses ("HUBs"), minorities, and women in all facets of the CTRMA's activities. To this end, the extent to which HUBs, minorities, and women participate in the ownership, management and professional work force of a firm will be considered by the CTRMA in the selection of a firm to provide accounting consulting services. Respondents shall submit a summary of the firm's affirmative action program and current firm profile with its response to this RFQ.

One original and nine (9) copies of the firm's response must be received in the offices of Locke, Liddell & Sapp, 100 Congress Avenue, Suite 300, Austin, Texas 78701 clearly marked to the attention of C. Brian Cassidy before 4:00 PM CST, February xxx, 2003 to be eligible for consideration.

Questions concerning this RFQ shall be directed in writing to the CTRMA Board of Directors, in care of Michael J. Weaver, Prime Strategies, Inc., 1508 S. Lamar Blvd., Austin, Texas 78704. Prospective proposers are prohibited from contacting any of the CTRMA Board Members about this procurement until it is completed

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