

**CITY COUNCIL
COMMUNICATION:**

03-340

AGENDA:

JULY 14, 2003

SUBJECT:

REQUESTS FOR
PROPOSALS FOR
FINANCIAL
ADVISORY SERVICES

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

SUBMITTED BY:

MERRILL R. STANLEY
FINANCE DIRECTOR

ITEM 44

**OFFICE OF THE CITY MANAGER
CITY OF DES MOINES, IOWA**

SYNOPSIS —

A Request for Proposals (RFP) has been prepared to solicit financial advisory services for the City's general obligation debt, enterprise fund revenue bonds (parking, sanitary sewer, stormwater utility, and Wastewater Reclamation Authority), and related financial planning issues.

FISCAL IMPACT —

Financial advisor fees related to services rendered for the issuance of bonds are usually paid from bond funds, at closing. However, there may be services rendered for financial planning that would need to be paid from future operating or capital budgets.

RECOMMENDATION —

Approval and authorization to distribute the RFP for financial advisory services.

BACKGROUND —

In 1998, the City issued an RFP for financial advisory services. That competition was won by Public Financial Management, Inc. (PFM), which is headquartered in Philadelphia, with an office in Des Moines. PFM has served ably as the City's financial advisor for the past five years, but their contract is ending September 30, 2003, and it is appropriate to open the contract to competition.

Prior to recommendation to City Council, proposals will be evaluated by the City Manager, City Attorney, and the Finance Director/Treasurer, or their representatives. The evaluation criteria are: provision of information mandated by the RFP (10 percent); technical qualifications and municipal experience (65 percent); and cost (25 percent).

The RFP schedule calls for proposals to be submitted by August 8, 2003, with Council consideration on September 8, 2003. The length of the contract should again be for a period of three years, with the option of two annual renewals.

