

ENGINEER, BOND COUNSEL, and FINANCIAL ADVISOR - REQUEST FOR QUALIFICATIONS

The Ames-Minglewood Water Supply Corporation requests the submission of qualifications statements, which will lead to the possible award of a contract to provide Engineering, Bond Counsel, and Financial Advisor services for a project involving the Corporation's utility improvements.

General Scope of Work, not comprehensive

The services to be obtained for the Engineer require:

- Preparation of an Engineering Feasibility Report and, if required an Environmental Information Document in accordance with requirements of the Texas Water Development Board (TWDB)
- Preliminary and final design plans and specifications
- Preparation of the bid packet and construction documents
- Construction phase engineering and inspections (interim and final)
- Other special services as may be required

The services to be obtained for the Bond Counsel require:

- Assist in preparing legal documents in connection with the financing program.
- Render an objective legal opinion with respect to assessing the viability of authorizing and issuing evidences of indebtedness.
- Examine applicable law.
- Prepare the Ordinance and other authorizing documents.
- Consult with the parties to the transaction prior to the issuance of the Obligations.
- Secure TWDB and Texas Attorney General approval of the Obligations and the registration of the Obligations by the Comptroller of Public Accounts of the State of Texas.
- Review certified proceedings.
- Undertake such additional duties as deemed necessary to render the opinion with respect to each Obligations issue.

The services to be obtained for the Financial Advisor require:

- Direction and coordination of all programs of financing, specifically including preparation and coordination of filing an application with the TWDB for loan or grant assistance
- Advise the Corporation of current bond market conditions
- Recommend method of sale of debt instruments
- Advise publications of forthcoming sales
- Arrange for reports of independent consultants
- Recommend as to the advisability of obtaining credit ratings and coordinate preparation and submission of information to rating agencies
- Coordinate, prepare and submit required information to recognized bond insurance companies for insurance qualification, including for a TWDB loan
- Coordinate efforts for delivery of debt instruments and preparation and verification of closing figures
- Maintain liaison with Bond Counsel in preparation of all legal documents
- Counsel in selection of paying agent/registrar
- Print all debt instruments
- Deliver schedule of annual debt requirements on debt instruments
- Attend meetings as requested
- Advise of changes in Federal and State laws and regulations
- Advise on investment of funds as requested
- Advise and assist in exercising any call and/or refunding
- Advise and assist in the development of long-range financing plan
- Provide all financing planning services as requested

- Make recommendation on matters of credit enhancement

Guidelines for Content of Qualification Statements

DO NOT INCLUDE COST INFORMATION with the qualification statement. Responses that include cost or pricing information will be rejected and will not be considered by the Corporation. Detailed instructions on preparation of the qualification statement must be obtained from the Corporation. For more information on preparing and submitting the qualification statement, contact Reuben Williams, Corporation Consultant, at (936) 336-5883. This information should be requested as soon as possible in order to allow time to prepare the document and comply with the procedures.

Submittal Deadline

Three copies of the qualifications statement must be filed with the Corporation by: **4:00 PM on August 17th, 2021.** Submit by mail PO Box 1598 or email at amesminglewoodwater@outlook.com

Minimum Qualifications and Selection Criteria

The Corporation will evaluate the proposals to determine which firm has the best qualifications.

Contract Terms and Negotiation Schedule

The consultant for Bond Counsel, Financial Advisor, and Engineering services is expected to negotiate an agreement for services that is acceptable to the Corporation. If an acceptable contract cannot be negotiated, the Corporation may formally end negotiations and begin negotiating with the next highest qualified person or firm.

This contract is contingent upon release of funds from the Texas Water Development Board (TWDB) and/or the Environmental Protection Agency (EPA).

Any contract or contracts awarded under this Invitation for Bid (IFB) or Request for Qualifications (RFQ) are expected to be funded in part by a loan or grant from the TWDB and/or EPA. Neither the State of Texas nor any of its departments, agencies, or employees are or will be a party to this IFB, RFQ, or any resulting contract.

RFQ's are issued in accordance with Section 2254 of the Texas Government Code (Professional Services Act).

This contract is subject to the Environmental Protection Agency's (EPA) Disadvantaged Business Enterprise (DBE) Program, which includes EPA-approved fair share goals toward procurement of Minority and Women-owned Business Enterprise (M/WBE) firms.

EPA rules require that applicants and prime contractors make a good faith effort to award a fair share of contracts, subcontracts, and procurements to M/WBEs through demonstration of the six affirmative steps. For more details of the DBE Program and the current, applicable fair share goals, please visit www.twdb.texas.gov/dbe.

The Ames-Minglewood Water Supply Corporation is an affirmative action/equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap or national origin. Small, minority, and women-owned business enterprises are encouraged to submit proposals.