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| BOT Meeting: | April 16, 2018 |
| Solicitation No.: | RFQ 18-029MC |
| References: | Board Policy CH (Local) District Goal: Scalable Systems |
| Description: | <p>Bond Counsel Services</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval to engage Bracewell LLP to provide bond counsel services, and authorization for the Superintendent to negotiate and execute the engagement letter for the five-year term.</p> <p><u>Summary</u></p> <p>Board Policy CH (Local) requires the District to issue a Request for Proposal (RFP) or Request for Qualification (RFQ) for bond counsel no less often than every five years. The expiration date of the current contract with our existing bond counsel, Bracewell LLP is April 24, 2018. Therefore, a Request for Qualifications (RFQ) process for bond counsel services was recently completed for a maximum term of five years. We received five responses to the RFQ.</p> <p>An evaluation committee comprised of the following individuals reviewed the proposals and evaluated each one based upon a standard set of criteria.</p> <ul style="list-style-type: none"> • Steven Bassett, Chief Financial Officer • Dina Edgar, Executive Director of Finance • Kelly Schlacks, Director of Finance, and • Maria Castellanos, Assistant Director of Purchasing. <p>While qualifications and expertise among the firms was very competitive, the evaluation team is recommending the Board approve the engagement of Bracewell LLP to provide bond counseling services to the District.</p> <p><u>Background</u></p> <p>Expenditures in 2016-17 were \$220,114 and 2017-18 year-to-date expenditures are \$191,333. These expenses are part of the costs of issuance for the District's debt transactions. The expenditures are based on the number of transactions, the complexity, and the par amounts. We would not expect future costs to exceed \$350,000 annually.</p> |
| Requested By: | Steven Bassett, Chief Financial Officer |
| Vendor: | Bracewell LLP |
| Budget Sources: | Debt Service |
| Amount: | Not to exceed \$350,000 annually |

| Other Supporting Information | |
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| Sole Source: | No |
| Number of vendors contacted by Purchasing: | 1 |
| Number of vendors contacted by FBISD Notification System: | 10,625 |
| Number of vendors downloaded the solicitation: | 124 |
| Number of responses received: | 5 |
| Number of "no bid" responses received: | 0 |
| Length of commitment: | 5 years |
| Last solicitation date: | February 26, 2013 |
| Supporting documents: | Evaluation Criteria and Rubric |
| Disclosure under Board Policy CH, CV, or DBD (Local): | None |

RFQualifications 18-029MC Bond Counsel Services

Evaluation Summary
 RFP 18-029MC
 Bond Counsel Services
 Board Date: April 16, 2018

| VENDOR | Firm's approach, supporting documentation and evidence of competence to undertake such effort. (20 pts. max) | Firm's past experience in providing Bond Counsel Services for a Texas public school district. Explanation of methodology, unique challenges and any other relevant information. (30 pts) | Qualifications, certifications, experience of personnel/team proposed for this task. (25 pts. Max) | Past experience with FBISD and/or other districts. (10 pts. max) | References from prior clients for which your firm has provided comparable services. Three (3) should be related to K-12 districts. (15 pts. max) | Total Score (100 pts. Max) | Proposer's Ranking |
|-------------------------------|--|--|--|--|--|----------------------------|--------------------|
| Bracewell | 19 | 28 | 22 | 10 | 15 | 94 | 1 |
| Norton Rose Fullbright US LLP | 17 | 27 | 21 | 8 | 15 | 88 | 2 |
| Greenberg Traurig | 15 | 23 | 18 | 6 | 11 | 73 | 3 |
| Haynes Boone | 14 | 21 | 17 | 5 | 10 | 67 | 4 |
| Bates & Coleman, PC | 12 | 20 | 16 | 5 | 12 | 65 | 5 |
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RFQ 18-029MC Bond Counsel Services
 Evaluation Criteria

| FACTOR | WEIGHT |
|---|-------------------|
| 1. Firm's approach, supporting documentation and evidence of competence to undertake such effort | 20 points |
| 2. Firm's past experience in providing Bond Counsel Services for a Texas public school district. Explanation of methodology, unique challenges and any other relevant information. | 30 points |
| 3. Qualifications, certifications, experience of personnel/team proposed for this task | 25 points |
| 4. Past experience with FBISD and/or other districts | 10 points |
| 5. References from prior clients for which your firm has provided comparable services. Three (3) should be related to K-12 districts. List of References should come from past project examples list within this RFQ and should include at least five (5) individuals outside of FBISD. References will be contacted via e-mail with a deadline. If no response received by the deadline, there will be points deducted in this section. | 15 points |
| TOTAL | 100 points |