

LARIMER COUNTY PROPOSAL #P16-20
Municipal Advisory Services
FINANCE DEPARTMENT
JANUARY 27, 2017 AT 2:00 P.M. (OUR CLOCK)

Proposals to consider contracting with a qualified vendor to provide Municipal Advisory Services related to debt financing on an as-needed basis for the Larimer County Finance Department were accepted on Tuesday, January 24, 2017 at 2:00 p.m. in the Purchasing Department. Proposals were accepted by Whitney Wilson Purchasing Agent, and recorded by Heather MacMillan, Purchasing Director. The following proposals were received:

<u>VENDOR</u>
First National Capital Markets
George K. Baum & Company
FirstSouthWest, a Division of Hilltop Securities Inc
Ehlers and Associates

No decision of award was made pending review and recommendation by the Larimer County Finance Department.

The Larimer County Finance Department reviewed the proposals and recommends accepting the proposal from FirstSouthWest as per the attached departmental recommendation.

The Larimer County Purchasing Department concurs with the above recommendations.



Heather L. MacMillan, CPPB, M.Ed.
Purchasing Director



Carol L. Block, Financial Services Director
For the Board of Larimer County Commissioners



PURCHASING DEPARTMENT

200 W. Oak Street, Suite 4000
Fort Collins, Colorado 80521
(970) 498-5955

TO: Carol Block, Financial Services Division Director
FROM: Whitney Wilson, Purchasing Agent
DATE: January 24, 2017
SUBJECT: P16-20, Municipal Advisory Services

Transmitted for your review and recommendation, are the proposals received to consider contracting with a qualified vendor to provide Municipal Advisory Services related to debt financing on an as-needed basis for Larimer County Government. Please fill in this form and return it to me via interoffice mail or fax.

The following criteria must be used to evaluate the proposals:

- 1. Qualifications and experience of assigned individuals
- 2. Experience with similar types and sizes of transactions
- 3. Vendor Capability
- 4. Fees

This document will be considered a public record and open to inspection. The individual committee score sheets, comment sheets and other evaluation notes are DELIBERATIVE PROCESS records and not public records. Please keep these documents in your files.

Explain why you want to award the work to a particular vendor:

Four (4) proposals were received in response to this Request for Proposal. Each member of the Evaluation Committee for this solicitation independently evaluated each proposal received. The Evaluation Committee unanimously selected the three (3) highest-scored vendors for interview; George K Baum & Company, Ehlers and Associates, and FirstSouthWest a Division of Hilltop Securities, per the attached Scoring Matrix. After interviews were complete, the Evaluation Committee unanimously selected FirstSouthwest (pending negotiations) for award, as the Evaluation Committee felt this firm generated the most ideas regarding handling various types of financing, and showed the greatest ability to develop financing strategies for our needs.

THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD

Carol Block
DEPARTMENT HEAD SIGNATURE

Finance
DEPARTMENT

2-23-17
DATE

Thank you.

Scoring Matrix

P16-20, Municipal Advisory Services

COMPANY:	George K. Baum & Company	Ehlers and Associates	First Southwest	First National Capital Markets
<u>EVALUATORS</u>				
#1	4.85	4.94	4.50	2.4
#2	3.28	2.80	2.65	3.15
#3	4.33	4.08	4.15	3.68
#4	4.85	3.98	4.33	2.5
TOTALS	17.31	15.80	15.63	11.73

NOTES:
