



REQUEST FOR QUALIFICATIONS FOR MUNICIPAL ADVISORY SERVICES

SUBMITTAL DUE DATE: January 17, 2020
4:00pm CST

SUBMITTAL LOCATION: www.greatriversgreenway.org/jobs
Register online to receive upload link and other instructions. Submit qualifications in .PDF format only.

QUESTIONS RELATED TO THIS RFQ: Questions related to this request should be directed to mbock@grgstl.org no later than 4:00pm January 6, 2020.

INTRODUCTION

The Great Rivers Greenway District (“GRG” or “the District”) is seeking a qualified, SEC and MSRB registered Municipal Advisory firm to provide advisory services to the District in connection with potential financing, refinancing and general municipal advice for up to a three year period. The primary purpose of a municipal advisor at this time will be to analyze the District’s existing debt for refinancing opportunities, analyze the use of debt for a portion of the District’s capital improvements and to provide general municipal advice. The District has no specific plans to issue additional debt in the near term.

BACKGROUND

Great Rivers Greenway District is a multi-jurisdictional political subdivision including the City of St. Louis, St. Louis County and St. Charles County. The primary purpose of the District is to improve the quality of life throughout the St. Louis region by developing a public network of interconnected greenways, parks and trails. The District is governed by a 12-member board of directors and operated by a professional staff charged with building, promoting and sustaining the greenway network.



The District has outstanding debt comprised of:

\$15,780,000 Sales Tax Appropriation Bonds Series 2013 (Gateway Arch Project)
\$51,135,000 Sales Tax Appropriation Bonds Series 2014 (Gateway Arch Project)
\$12,810,000 Sales Tax Appropriation Bonds Series 2017 (District Projects)

The District's debt is secured by annual appropriation of sales taxes. Gateway Arch related debt is secured by a portion of a 3/16 cent sales tax (Prop P) approved by City of St. Louis and St. Louis County voters in 2013. District related debt is secured by a portion of a 1/10 cent sales tax (Prop C) approved by City of St. Louis, St. Louis County and St. Charles County voters in 2000.

SCOPE OF SERVICES

1. Become familiar with the District's finances and debt portfolio, including providing an outstanding debt summary with refinancing analysis to include savings estimates along with discussion of advantages and disadvantages of proposed structures.
2. Provide debt issuance analysis as needed.
3. If a financing is pursued, provide options for sale method (negotiated, competitive or placement) with data-driven market analysis of recommendation.
4. Coordinate all parties involved in a financing including preparation of schedule of events.
5. Analyze and make recommendations regarding rating(s) and/or bond insurance, providing market data supporting any recommendation.
6. Coordinate rating and/or bond insurance process on behalf of the District, if needed.
7. Assist Bond and/or Disclosure Counsel in preparing necessary documentation, as needed.
8. Coordinate sale and delivery of bonds.
9. Attend meetings as requested.
10. Provide ongoing advice relating to future capital financing, possibly including public/private partnership driven financing options.
11. Keep staff apprised of market and/or legislative changes related to municipal bonds.
12. Other municipal advisory services if needed.



INSTRUCTIONS FOR PREPARING QUALIFICATIONS

Please provide one submission in .PDF format. Submission should be no more than 15 pages and must include the following:

- Executive Summary demonstrating the firm's interest and summary of qualifications to provide municipal advisory services to the District.
- Overview of the firm with brief profiles or resumes of individuals, including their location and capacity, assigned to this effort.
- Description of experience with providing advisory services related to debt issuance for local governments, districts or other relevant public agencies. Please include specific discussion of your firm's experience in Missouri with: 1) annual appropriation sales tax debt and 2) economic development debt. Please include five specific references with contact information as well as a list of relevant financings completed during the last 12 months (may be included as an appendix).
- Fee proposal for sales tax appropriation bonds. Since the amount and feasibility of any financing is unknown, fee proposals may be structured as either fixed or sliding based upon par amount. Please include anticipated reimbursable expenses (not including traditional costs of issuance). Please also include hourly rates for as-needed services, if applicable.
- Description of the firm's ownership structure, including percentage ownership by women and minorities and DBE/WBE/MBE certification.
- Disclosure of any material agreements, relationships, or employment your firm or individual members have that may create a conflict of interest or the appearance thereof with Great Rivers Greenway.
- Disclosure of regulatory actions or investigations involving the firm or its officers.
- Please include required regulatory disclosures in connection with providing Municipal Advisory services.



- Please include a statement of the firm's professional liability insurance.

It is the sole responsibility of the proposer to ensure the .PDF statement of qualifications is received in proper time. No late submittals will be considered.

No printed, faxed or verbal proposals will be accepted.

SELECTION PROCESS

Great Rivers Greenway staff will evaluate all responses to this Request for Qualifications. The basis for evaluation will include: demonstrated ability and capacity to perform needed services; relevant experience; recommendations of firm and staff; quality of the response; cost; M/WBE designation or participation; and location of firm and staff.

GRG staff may contact respondents to clarify submitted information. Respondents will be notified whether or not they have been selected for this effort.

GENERAL PROVISIONS

Any contract awarded as a result of this RFQ will be awarded without discrimination on race, color, religion, age, sex, sexual orientation, or national origin.

It is the policy of the organization that minority and women-owned businesses shall have the maximum opportunity to participate in the performance of contracts utilizing taxpayer funds.

Preference will be given to businesses located within St. Louis City, St. Louis County or St. Charles County (Great Rivers Greenway's district area), and secondarily within the state of Missouri.

This RFQ does not obligate Great Rivers Greenway nor do we anticipate paying any costs incurred by any respondent with their submission.

