



CITY OF SAN ANTONIO

FINANCE DEPARTMENT – PROCUREMENT DIVISION

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Qualifications for Financial Consultant for Underwriting Services

Solicitation Number: 6100001471, RFQ 12-046

Description: The City of San Antonio's, Office of Grants Monitoring and Administration (the "City") is requesting proposals from qualified individuals or firms to provide on-call financial consultation services for the selection and negotiation of affordable housing and economic development projects funded through the City's Community Development Block Grant program (CDBG), HOME Investment Partnership program (HOME), Neighborhood Stabilization Program (NSP). The selected consultant is expected to conduct a variety of financial review services for project underwriting, subsidy layering, and financial gap analysis of various projects and developments. Consultant should be able to offer recommendations that chart the most suitable and competitive course of action to ensure reasonable and appropriate use of public funding.

Applicable Product Categories: 94648, 94649, 91849, 95839

Date Issued: June 8, 2012

Due Date: July 2, 2012 at 2:00 p.m. CST

Pre-Submittal Conference: City of San Antonio, Office of Grants Monitoring and Administration Conference Room, 1400 S. Flores, San Antonio, Texas at **2:00 p.m., Central Time, on Friday, June 15, 2012.**

Staff Contact Person: Laura Sambrano, Procurement Specialist III,
laura.sambrano@sanantonio.gov

To view this solicitation, go to <https://supplierservice.sanantonio.gov/irj/portal>. If you have not completed the City's SAePS Vendor Registration, you must do so in order to view the solicitation and submit a response.

TO REGISTER: You will need to complete the vendor registration by accessing the SAePS Vendor Registration at http://www.sanantonio.gov/purchasing/SAePS_intro.aspx. Questions regarding registration may be submitted to the SAePS Hotline at: (210) 207-0118 or by email at: saeps@sanantonio.gov.

Note: After you have successfully registered, you will need to send an email to the staff contact person requesting to be added to the solicitation vendor distribution list.