



City of San Antonio

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Qualifications - Broker Dealer Services

Solicitation Number: RFQ 14-040, 6100004653

Description: The City, through its Investment Officers, shall attempt to provide opportunities to the entire Approved List of Broker/Dealer Firms for security buy and sell transactions. The City will obtain at least three quotes on secondary market investment transactions on a rotating basis. Broker/Dealer Firms must demonstrate extensive fixed income and money market experience, and experience with governmental entities and their requirements. **ALL TRANSACTIONS WITH THE CITY WILL BE SETTLED ON A DELIVERY VERSUS PAYMENT BASIS INTO THE CITY'S DESIGNATED DEPOSITORY.**

Broker/Dealer Firms are required to review and certify the Policy in compliance with the Act. (See Investment Policy Certification, Attachment B within RFQ Document.) This Investment Policy Certification must not be edited in any way and must be submitted to the City in order to be considered for its Approved List of Broker/Dealer Firms.

Applicable Product Categories: 94675

Date Issued: Monday, June 16, 2014

Due Date & Time: Wednesday, July 16, 2014 at 2:00 P.M. Central Time

Pre-Submittal Conference: Wednesday, June 25, 2014 at 1:00 P.M. at the City of San Antonio, Finance Department, Purchasing Division Hill Country Conference Room, Riverview Towers, 111 Soledad, Suite 1100, San Antonio, TX 78205

Staff Contact Person: Adam Velez, Procurement Specialist III, Adam.Velez@sanantonio.gov

Evaluation Committee Voting Members:

Troy Elliott, Director, Finance Department
Margaret Villegas, Assistant Director, Finance Department
Cappi Arriola, Financial Management Administrator, Finance Department
Alejandro Tijerina, Financial Manager, Finance Department
Carlos Esparza, Investment Officer, Finance Department
Yamin Aguilar, Investment Officer, Finance Department

Pursuant to the Restriction on Communications, Respondents are prohibited from communicating with: 1) elected City officials and their staff regarding the RFQ or proposals from the time the RFQ has been released until the contract is posted as a City Council agenda item; and 2) City employees from the time the RFQ has been released until the contract is awarded.

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFQ to the Staff Contact Person listed below until **2:00 p.m.**, Central Standard Time, on **Friday, June 27, 2014**. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Adam Velez, Procurement Specialist III
City of San Antonio, Finance Department, Purchasing Division
Adam.Velez@sanantonio.gov

Questions submitted and the City's responses will be posted with this solicitation.

To view this solicitation, go to <https://supplierservice.sanantonio.gov/iri/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.aspx>. Questions regarding registration may be submitted to the SAePS Hotline at: (210) 207-0118 or by email at: vendors@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.