



CITY OF SAN ANTONIO

P.O. Box 839966
SAN ANTONIO, TEXAS 78283-3966

ADVERTISEMENT INFORMATION ONLY

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

Solicitation Number: RFQ 16-071

Description: The City of San Antonio, Finance Department (the “City”) seeks to obtain Statements of Qualifications from qualified Broker/Dealers to provide Broker/Dealer Services to execute buy and sell investment transactions. Buy and Sell investment transactions are executed based upon a competitive bid process, and effectuated with the Broker/Dealer providing the best bid, which is most advantageous to the City.

Applicable Product Categories: 94675

Date Issued: June 20, 2016

Due Date & Time: July 20, 2016 at 11:00 A.M., Central Time

Pre-Submittal Conference: Wednesday, June 29, 2016 at 1:00 P.M. Central Time at the Finance Department, Purchasing Division, Hill Country Conference Room, Riverview Towers at 111 Soledad, 11th Floor, San Antonio, Texas 78205

Staff Contact Person: Debra Light, Procurement Specialist III, Debra.Light@sanantonio.gov

Evaluation Committee Voting Members:

Margaret U. Villegas, Assistant Director, Finance Department
Cappi Arriola, Financial Administrator, Finance Department
Alejandro Tijerina, Financial Manager, Finance Department
Carlos Esparza Jr, 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 Time, on **July 1, 2016**. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

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

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

TO REGISTER AS A VENDOR: 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

