



AGENDA MEMORANDUM

Action Item for the City Council Meeting of June 11, 2019

DATE: June 11, 2019

TO: Peter Zaroni, City Manager

FROM: Alma Casas, Interim Director of Financial Services
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Bond Counsel Services

CAPTION:

Motion authorizing a five-year service agreement for bond counsel services with Norton Rose Fulbright USA LLP of San Antonio, Texas for an estimated amount not to exceed \$800,000 with five one-year options for a total potential estimated multi-year amount not to exceed \$1,600,000, funded through the bond revenues.

PURPOSE:

Norton Rose Fulbright USA LLP will serve as bond counsel for the purpose of providing legal opinions and advising the City in matters pertaining to the issuance, approval, sale and delivery of, and other special issues that may arise regarding municipal bonds and other debt instruments authorized by the City.

BACKGROUND AND FINDINGS:

The Bond Counsel serves the City of Corpus Christi and affiliated entities in the administration and the sale of municipal bonds and other financing vehicles. Debt issues may include bonds, certificates of obligation, commercial paper, contractual obligations, notes and other instruments, and all types authorized under State law. The current contract for bond counsel services is at the end of its term.

This new agreement will be for a five-year period with five one-year renewal options. The fees for bond issuances under this agreement are only paid in the event a successful transaction occurs. Hourly rates are also included and are applicable for counseling that

falls outside the normal bond obligation services. The not to exceed contract value is an estimated amount based upon the current Capital Improvement Program projections for funding.

The Contracts and Procurement Department conducted a Request for Qualifications (RFQ) process to obtain proposals for new contracts. The City received seven responses from highly qualified firms. The proposals were evaluated and scored in accordance with the published criteria. The top three firms were invited to participate in interviews. The interviews were then scored in accordance with the published criteria and both technical and interview scores were combined into a final ranking. The final ranking showed two firms tied with the same score. A meeting was held with the evaluation committee and a decision was reached to select the firm that had the background and history on current City issues, which was Norton Rose Fulbright USA LLP. Therefore, staff is recommending Norton Rose Fulbright USA LLP for award.

ALTERNATIVES:

Not applicable

OTHER CONSIDERATIONS:

Not applicable

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Finance

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☐ Capital ☒ Not applicable

Fiscal Year: 2018-2019	Current Year	Future Years	TOTALS
Line Item Budget			
Encumbered / Expended Amount			
This item			
BALANCE			

Note: The funding for this contract will be provided from bond proceeds for the general obligation, revenue and refunding bond sales and by various department budgets for the small consulting service component of the contract.

RECOMMENDATION:

Staff recommends approval of the action as presented

LIST OF SUPPORTING DOCUMENTS:

Scoring Matrix
Service Agreement