



Fulton County Board of Commissioners
Agenda Item Summary

18-0944

BOC Meeting Date

12-19-18

Requesting Agency

Finance

Commission Districts Affected

All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval of recommended proposal - Finance RFP# 18RFP353053C-BKJ, Financial Advisory Services in the amount of \$9,500.00 with Raymond James & Associates to provide financial advisory services relative to the County's short term financial borrowing options for 2019 effective January 1, 2019 through 90 days past the issuance of the borrowing with two renewal options remaining.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-374 and 102-375, all competitive sealed proposals shall be forwarded to the Board of Commissioners for approval.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes All People trust government is efficient, effective, and fiscally sound

Is this a purchasing item?

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Scope of Work: Provide financial advisory services involving the County's short term borrowing needs for 2019 and as other financial advisory services as deemed necessary and mutually agreed upon at hourly rates.

Community Impact: This ensures the County is using best financial practices to fund operational needs throughout 2019.

Department Recommendation: Finance recommends approval.

Project Implications: Employing financial advisors provides guidance and evaluation of financing options for the County's 2019 borrowing needs.

Community Issues/Concerns: None

Department Issues/Concerns: None

History of BOC Agenda Item: New Procurement

Contract Compliance Information

(Provide Contractor and Subcontractor details.)

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker	Phone 404-612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

18-0944

Continued

[Click here to enter text.](#)

Contract Value:	\$9,500.00
Prime Vendor:	Raymond James & Associates
Prime Status:	Non-Minority
Location:	Atlanta, GA
County:	Fulton County
Prime Value:	\$9,500.00 or 100.00%
Total Contract Value:	\$9,500.00 or 100.00%
Total M/FBE Value:	\$-0-

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:	14	10	12	36
No. Bids Received:	4	0	0	4
Total Contract Value \$9,500.00 or 100.00%				
Total M/FBE Values \$-0-				
Total Prime Value \$9,500.00 or 100.00%				
Fiscal Impact / Funding Source <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i> General fund, Non-Agency, Bond Issuance Expense				
Exhibits Attached <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i> Exhibit 1: Evaluation Committee Recommendation Letter Exhibit 2: Contractor Performance Report				
Source of Additional Information <i>(Type Name, Title, Agency and Phone)</i> Hakeem Oshikoya, Director, 404-612-7641				

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker	Phone 404-612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Procurement

Contract Attached: No	Previous Contracts: No		
Solicitation Number: 18RFP353053C-BKJ	Submitting Agency: Finance	Staff Contact: Hakeem Oshikoya	Contact Phone: 404-612-7641

Description: To provide financial advisory services relative to the County's short term financial borrowing options for 2019.

FINANCIAL SUMMARY

Total Contract Value:		MBE/FBE Participation:	
Original Approved Amount:	\$0.00	Amount: .	%. .
Previous Adjustments:	\$0.00	Amount: .	%. .
This Request:	\$9,500.00	Amount: \$-0-	0.00%. .
TOTAL:	\$9,500.00	Amount: .	%. .

Grant Information Summary:

Amount Requested: .	<input type="checkbox"/>	Cash
Match Required: .	<input type="checkbox"/>	In-Kind
Start Date: .	<input type="checkbox"/>	Approval to Award
End Date: .	<input type="checkbox"/>	Apply & Accept
Match Account \$: .		

Funding Line 1: 100-999-D100-1130	Funding Line 2: .	Funding Line 3: .	Funding Line 4: .
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KEY CONTRACT TERMS

Start Date: 1/1/2019	End Date: 12/31/2019
Cost Adjustment: .	Renewal/Extension Terms: .

ROUTING & APPROVALS
(Do not edit below this line)

X	Originating Department:	Turner, Ray	Date: 11/6/2018
X	County Attorney:	Ringer, Cheryl	Date: 11/28/2018
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 11/28/2018
X	Finance/Budget Analyst/Grants Admin:	McNair, Sherri	Date: 11/6/2018
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 11/29/2018



INTEROFFICE MEMORANDUM

18-0944

TO: Felicia Strong-Whitaker, Director
Department of Purchasing & Contract Compliance

FROM: Evaluation Committee Recommendation Letter

DATE: October 31, 2018

PROJECT: 18RPF353053C-BKJ, Financial Advisory Services

In accordance with the Purchasing Code, a duly appointed Evaluation Committee has reviewed the proposals submitted in response to the above-reference project on behalf of the Finance Department.

Four (4) qualified firms submitted proposals for evaluation and consideration for award of this project:

1. Crowe, LLP
2. First Tryon Advisors
3. PFM Financial Advisors
4. Raymond James & Associates

After review, evaluation and consideration of all available information related to the requirements and evaluation criteria of the RFP, the Evaluation Committee has determined that the proposal submitted by **Raymond James & Associates** with a total score of **79.67**, is the recommended vendor for the award of 18RPF353053C-BKJ, Financial Advisory Services.

The Evaluation Committee members attest that each member scored each proposal independently in accordance with the evaluation criteria set forth in the Request for Proposal and that their individual score is a part of the final scores in the attached Evaluation Matrix.

SELECTION COMMITTEE MEMBERS:



Ray Turner
Deputy Director



Bryce Riddle
Investment Officer



James Husserl
Budget Manager

EVALUATION CRITERIA	WEIGHT	CROWE, LLP	FIRST TRYON ADVISORS	PFM	RAYMOND JAMES & ASSOCIATES
Project Plan/Approach to Work	20%	13.33	16.67	11.67	16.67
Qualifications of Key Personnel	20%	15.00	15.00	15.00	16.67
Relevant Project Experience/Past Exp.	20%	11.67	18.33	15.00	13.33
Availability of Key Personnel	20%	15.00	15.00	13.33	15.00
Local Preference	5%	5.00	5.00	5.00	5.00
Service Disabled Veterans Preference	2%	0.00	0.00	0.00	0.00
Total Technical Scores		60.00	70.00	60.00	66.67
Cost	13%	1.80	4.94	9.88	13.00
TOTAL SCORE:		61.80	74.94	69.88	79.67

INTER-OFFICE MEMORANDUM



TO: Felecia Strong-Whitaker, Director of Purchasing
And Contract Compliance

FROM: Hakeem Oshikoya, Finance Director 

SUBJECT: Contractor Performance Report (CPR) Memo

DATE: November 6, 2018

The Contractor listed below to our knowledge has not provided any professional services or goods for the Fulton County Finance Department.

PROJECT: Financial Advisory Services
PROJECT #: 18RFP353053C-BKJ
CONTRACTOR: Raymond James Financial, Inc.
3050 Peachtree Road, N.W., Suite 702
Atlanta, GA 30305
POC: Mr. Tom Owens
PHONE: 404-240-6854

Please contact me with any further questions or comments at 404-612-7641.