



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

January 29, 2019

Vickie Hall
Hilltop Securities
1201 Elm Street, Suite 3500
Dallas, TX 75270
Re: **RFQ # 1048703, Financial Advisor Services**

Dear Ms. Hall:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1048703 for Financial Advisor Services. This letter hereby notifies you of Metro's intent to award to Hilltop Securities, contingent upon successful contract negotiations. Please provide a certificate of Insurance indicating all applicable coverages within 15 business days of the receipt of this letter.

If the Procurement Nondiscrimination Program requirements were a part of this solicitation, the awardee must forward a signed copy of the "Letter of Intent to Perform as Subcontractor/Subconsultant/Supplier/Joint Venture" for any minority/women-owned business enterprises included in the response to the Business Assistance Office within two business days from this notification.

Additionally the awardee will be required to submit evidence of participation of and contractor's payment to all Small, Minority, and Women Owned Businesses participation in any resultant contract. This evidence shall be submitted monthly and include copies of subcontracts or purchase orders, the Prime Contractor's Application for Payment, or invoices, and cancelled checks or other supporting payment documents. Should you have any questions concerning this requirement, please contact Jeremy Frye, BAO Representative, at (615) 862-6638 or at Jeremy.frye@nashville.gov.

Depending on the file sizes, the responses to the procurement solicitation and supporting award documentation can be made available either by email, CD for pickup, or in person for inspection. If you desire to receive or review the documentation or have any questions, please contact Sandra Walker by email at Sandra.walker@nashville.gov Monday through Friday between 8:30am and 3:30pm.

Thank you for participating in Metro's competitive procurement process.

Sincerely,

A handwritten signature in blue ink that reads "Michelle A. Hernandez Lane".

Michelle A. Hernandez Lane
Purchasing Agent

Cc: Solicitation File, Other Offerors

Pursuant to M.C.L. 4.36.010 Authority to resolve protested solicitations and awards.

A. Right to Protest. Any actual or prospective bidder, offeror or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Purchasing Agent. The protest shall be submitted in writing within ten (10) days after such aggrieved person knows or should have known of the facts giving rise thereto.

Procurement Division

730 Second Avenue South, Suite 112
P.O. Box 196300
Nashville, Tennessee 37219-6300

www.Nashville.gov
Phone: 615-862-6180
Fax: 615-862-6179

RFQ # 1048703-Financial Advisor Services

Offeror	Hilltop Securities Inc.	PFM Financial Advisors LLC	Public Resources Advisory Group, Inc.
Qualifications and Experience (50 Points)	50.00	40.00	35.00
Project Approach and Process (50 Points)	48.00	40.00	30.00
Total Evaluation Scores	98.00	80.00	65.00

Evaluation Comments

Hilltop Securities Inc.

Strengths - Good overall qualifications and experience and Good overall project approach and process.

Weaknesses - Potential issues/challenges identified lacked specific details.

PFM Financial Advisors LLC

Strengths - National firm with a broad base of experience, including several Tennessee clients.

Weaknesses- Overall qualification and experience was boilerplate and lacked specific detail; Responses were difficult to locate; Overall project approach and process lacked specific detail and Response to firms financial and manpower capacity to perform work lacked specific detail.

Public Resources Advisory Group, Inc.

Strengths - Significant level of experience providing strategic and transactional advice.

Weaknesses - Overall qualification and experience was boilerplate and lacked specific detail; Responses were difficult to locate; Overall project approach and process lacked specific detail and comprehensive plan not in line with specified scope of work.

BAO Small Business Assessment Sheet

BAO Specialist: Jeremy Frye

Contract Specialist: Sandra Walker

Date: 01/14/2019

Department Name: General Seviles

RFP/ITB Number: 1048703

Project Name: Financial Advisory Services

Primary Contractor*	Prime Bid Amount	Total Proposed SBE (\$)	SBE Subs approved?	SBE (%)	Comments
Hilltop Securities	IDIQ	IDIQ	Yes	5%	The prime is not an approved SBE. Prime will subcontract 5% of contract to Hoskions & Co.