



**REQUEST FOR PROPOSALS**

**Financial Advisor Services**

**Solicitation No.: R-16-008-JG**

**Addendum 2 | September 12, 2016**

**II. SELECTION PROCESS-SECTION C. EVALUATION CRITERIA SUMMARY**

Delete Section C. Evaluation Criteria Summary under II. Selection Process and replace with the following:

C. Evaluation Criteria Summary

Respondents not providing a response to each of the criteria listed in this solicitation may be considered non-responsive and ineligible for consideration.

- Team Qualifications and Experience .....25 pts
- Firm Qualifications and Experience .....20 pts
- Technical and Quantitative Expertise .....20 pts
- Other Financial Advisor Services Provided .....10 pts
- Proposed Fee/Compensation .....10 pts
- Adherence to Affirmative Action and Small, Minority and Woman Business (SMWB) participation (Referenced in the Respondent Questionnaire) .....15 pts
- TOTAL .....100 pts

**III. COMMUNICTATION-SECTION D. SMWB QUESTIONS**

Delete Section D. SMWB Questions under III. Communication and replace with the following:

D. SMWB Questions

1. Respondents and/or their agents may contact Marisol V. Robles, SMWB Program Manager at 210-233-3420 for assistance or clarification with issues specifically related to the Small, Minority, and Woman Business (SMWB) Program policy and/or completion of the *Good Faith Effort Plan*.

The Respondent Questionnaire contains the required forms in order to respond to this solicitation.

V. OTHER REQUIRED DOCUMENTS TO SUBMIT- SECTION B THROUGH D

Delete Section B. Exhibit “B” – Conflict of Interest Questionnaire through D. Exhibit “D” – Sample Contract Acknowledgement under V. Other Required Documents to Submit and replace with the following:

B. Exhibit “B” - Conflict of Interest Questionnaire

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that persons, or their agents, who seek to contract for the sale or purchase of property, goods, or services with SAWS shall file a completed Conflict of Interest Questionnaire (CIQ) with SAWS.

The CIQ will be submitted as part of the response to this RFP from SAWS. The CIQ is attached as Exhibit “B”, or is available from the Texas Ethics Commission at [www.ethics.state.tx.us](http://www.ethics.state.tx.us).

Please consult your own legal advisor if you have questions regarding the statute or form. This form is required and is considered part of the response to this RFP.

C. Exhibit “C” – Security Procedures Acknowledgement

The Security Procedures are attached as Exhibit “C”. Respondent must acknowledge the requirements of this exhibit on the Respondent Questionnaire Form.

D. Exhibit “D” – Sample Contract Acknowledgement

The Contract terms and conditions are attached as Exhibit “D” for review purposes only. Respondent must acknowledge the contract terms and conditions on the Respondent Questionnaire. If Respondent has exceptions to the terms and conditions, they must be submitted with the proposal. Respondents shall submit exceptions with proposed alternative language to SAWS as an attachment accompanying the Respondent Questionnaire Form.

Exceptions will not be accepted after the proposal deadline. At the sole discretion of SAWS, the type and nature of exceptions may be grounds for disqualification.

END ADDENDUM 2