

Request for Qualifications (RFQ) for Capital Infrastructure Financial Services

Background

The Sativa Los Angeles County Water District invites your rfq submittal to provide capital infrastructure financial services. The District will only consider submittals from respondents that are able to demonstrate that they meet the following requirements:

The respondent shall have had at least five (5) years of continuous experience immediately prior to the date of the submission of its submittal in providing capital infrastructure financial and business advisory services to different agencies associated with developing optimal business models and financial structures for projects. The respondent may fulfill this prerequisite if it has owned or controlled other entities which meet the requirement.

The respondent shall demonstrate satisfactory performance of at least 3 agreements for similar services. The District will only consider proposals from respondents who have worked on capital projects of at least half a million dollars.

Respondents shall include documentation that they meet the above prerequisites. A determination that a respondent has met the prerequisites is no assurance that they will be deemed qualified in connection with other proposal requirements included herein.

All submittals must be either mailed or delivered to: Sativa Los Angeles County Water District 2015 E. Hatchway Street Compton, CA 90222. Submittals are due no later than 1 pm on Monday, February 13, 2017. This was extended from a previous deadline.

Submission Requirements

In order for the District to consider the submittal, the respondent must provide all of the following information listed. Failure to address each piece of information shall result in the submittal being deemed non-responsive.

- A copy of a company profile.
- Each respondent shall submit a transmittal letter on its letterhead, signed by an authorized representative.
- It is recommended that submittals consider existing and future capital projects and current and future financial and structural challenges facing the District. Respondents with a full portfolio of expertise are encourage to address a broad range of financial and structural challenges with specific solutions to the challenges. Respondents possessing a particular expertise are encourage to provide details on that area.
- Describe the approach and methodology that you applied to develop optimized financial models for various capital projects. Provide evidence and results of such optimization.

- Provide details on the analytic tools you have used to create and evaluate models and business cases for project financials.
- Provide 2 cases to demonstrate your firm's ability to identify and implement creative and alternative financing/funding opportunities for capital projects of at least \$500,000 in size.
- Explain your approach to how you will assist the District in identifying financial risks arising from capital projects.
- Discuss your experience in advising clients on the use of innovative financing tools and grants to deliver projects.
- Identify the proposed account teams, including any sub consultants, which will be assigned to perform the services. And list their specific qualifications.
- Provide a breakdown of costs, billing rates, and other costs to the District.
- Provide 4 references including names, phone numbers and email contacts.
- Provide length of time the respondent has been in business.
- Provide an organization chart that identifies the key individuals.
- Describe your firm's approach to customer service and quality control.

Selection Process

The District will use qualifications based selection process that will take into consideration the respondent's technical and staff qualifications presented. The District may enter into negotiations with the respondent deemed best qualified to perform the required services as the firm selected.

A standard written contract will be done by the District and executed by both parties, once the proposal is agreed upon. Should you have questions, please contact Thomas Martin via email at: tmartin@sativawd.com

Submittal preparation costs are not reimbursable by the District, and the District shall have no obligation to a firm except under a duly authorized agreement executed by the District.

The District reserves the right, in its sole and absolute discretion, to reject all submittals and to modify that best serve the public interest.