

**CITY OF HICO REQUEST FOR QUALIFICATIONS
BOND COUNSEL, FINANCIAL ADVISOR AND ENGINEERING**

The City of Hico requests the submission of qualifications statements which will lead to the possible award of separate contracts to provide Bond Counsel, Financial Advisor and Engineering services for projects involving Water Improvements. The projects are expected to be funded in part through the Texas Water Development Board's (TWDB) Drinking Water State Revolving Fund (DWSRF) program.

Scope of Work

The services to be obtained for Bond Counsel and Financial Advisor shall be all legal and financial services, respectively, necessary for the issuance of bonds by the City to the TWDB or other legal sources. The services to be obtained for the Engineer shall be all related engineering services for planning, design, and construction administration of all necessary water and wastewater improvements.

Guidelines for Content of Qualification Statements

Detailed instructions on preparation of the qualification statement can be obtained from the City. The RFQ will also be available via the City's website, www.hico-tx.com.

Submittal Deadline

Three copies of the qualification statement must be filed with the City prior to 4:00 p.m. Friday, April 26, 2013, at 120 W. First Street, Hico, TX 76457.

Contact Person for Procedures and Additional Information

For detailed instructions and procedures for preparing and submitting the qualification statement, contact Michael Leamons, City Administrator, at leamons@embargmail.com or at (254) 796-4620. This information should be requested as soon as possible in order to allow time to prepare the document and comply with the procedures.

Minimum Qualifications and Selection Criteria

The City will evaluate the proposals for each professional service to determine which firm in each field has the highest qualifications. The Financial, Bond Counsel and Engineering services will be procured based on a competitive qualifications-based selection procurement process. This procurement is subject to Environmental Protection Agency requirements in 40 CFR 31.36. Small, minority, and women business enterprises are encouraged to submit qualification statements for consideration. This RFQ includes EPA established MBE/WBE goals:

CATEGORY	MBE	WBE
CONSTRUCTION	12.94%	8.72%
EQUIPMENT	7.12%	5.39%
SERVICES	10.84%	5.72%
SUPPLIES	9.68%	9.34%

The TWDB's DBE website located at: <http://www.twdb.state.tx.us/financial/programs/DBE/dbe.asp>, describes the requirements of the EPA's DBE program.

Contract Terms and Negotiation Schedule

The consultants for Financial, Bond Counsel and Engineering Services will be expected to negotiate agreements for services which are acceptable to the City. If acceptable contracts cannot be negotiated, the City may formally end negotiations and begin negotiating with the next highest qualified person or firm.

These contracts are contingent upon release of funds from the TWDB.