



## DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

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Department of Purchasing Services  
Michael J. Woodall, CPPO, Purchasing Agent  
813/ 794-2221 Fax: 813/ 794-2111  
727/ 774-2221 TDD: 813/ 794-2484  
352/ 524-2221 e-mail: mwoodall@pasco.k12.fl.us

March 19, 2013

### MEMORANDUM

**TO:** Honorable School Board Members

**FROM:** Michael J. Woodall, CPPO, Purchasing Agent *MJW.*

**SUBJECT:** Third-Year Renewal of Three-Year Contract, RFP #11-066-DM  
Financial Advisor Services, Public Financial Management Inc. (PFM)

On March 8, 2011, official action was taken to award the above-referenced RFP to PFM. The RFP is a three-year contract, renewable annually at the mutual consent of the parties. The RFP was renewed on March 20, 2012 for its second year, which is due to expire on April 4, 2013.

Considering services have been satisfactory, PFM was contacted to verify the firm's willingness to renew the RFP for the third year term, April 5, 2013 – April 4, 2014. Mr. David Moore, Managing Director, has agreed in writing (attached) to do so.

It is my recommendation to enter into the third-year term of the contract with PFM. Should you have any questions or concerns, please contact me at your earliest convenience.

MJW/az  
Attachment

Date/Time: March 13, 2013 08:48:00



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## RFP 11-066-DM RENEWAL REQUEST FINANCIAL ADVISOR SERVICES

X  Yes, I agree to renew the above-referenced RFP, under existing terms and conditions, with the District School Board of Pasco County. The third year of the contract will be April 5, 2013 – April 4, 2014.  
  No, I do not agree to renew the above-referenced RFP for the next term.

COMPANY NAME: Public Financial Management, Inc. (PFM)

SIGNATURE: 

TYPED NAME AND TITLE: David M. Moore, Managing Director

TELEPHONE (WITH AREA CODE): 407-406-5751

FAX NUMBER (WITH AREA CODE) 407-648-1323

E-MAIL ADDRESS FOR GENERAL COMPANY CONTACT: moored@pfm.com

DATE: February 21, 2013

The company certifies, by submission and signature on this renewal form, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provisions of Florida Statute 287.133(2)(a).

PLEASE RETURN VIA FAX OR E-MAIL TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY  
Purchasing Services Dept.  
Attention: Arlene Zimney, Buying Manager  
(813) 794-2504 phone  
[azimney@pasco.k12.fl.us](mailto:azimney@pasco.k12.fl.us)

# District School Board of Pasco County

## Bid Recommendation

<b>RFP Title</b>	Financial Advisor Services	<b>Number of Proposers Notified</b>	140
<b>RFP Number</b>	11-066-DM	<b>Number of Proposals Distributed</b>	18
<b>Date Solicited</b>	December 23, 2010	<b>Number of Vendors Proposing</b>	2
<b>Date Opened</b>	February 2, 2011	<b>Number of Formal "No Bid" Responses</b>	0
<b>Date Board Presentation</b>	March 8, 2011	<b>Funding Source</b>	Financing & Debt Service Funds
<b>Total Savings</b>	N/A	<b>Grand Total of Proposal</b>	Dependent on services "as needed"

**Recommendation:** This RFP was solicited for the purpose of selecting the highest-scoring firm to serve as the District's Financial Advisor on an as-needed basis. The firm will provide advice regarding matters related to issuing and refinancing certain types of debt instruments, as prescribed by Florida Statutes. These include, but are not limited to: general obligation bonds, lease revenue bonds, Certificates of Participation, Tax and Revenue Anticipation notes, and sales tax bonds. The Financial Advisor will also evaluate legal approaches permitting various financing structures to accomplish the District's financial objectives.

Recommend acceptance of RFP per the attached tabulation from Public Financial Management (PFM) as the highest-scoring, responsive and responsible proposer.

**Term of Contract:** This RFP is a three-year contract, renewable annually at the mutual agreement of the parties. The initial term will be April 5, 2011 – April 4, 2012.

**Notations and Exceptions:** The two (2) RFP responses were independently evaluated and scored by the Evaluation Committee members noted below. Both firms were interviewed and independently scored on February 23, 2011 by the Interview Committee members noted below. Scores from the RFP responses and the interviews were added to produce the final, highest-scoring proposer.

Offers from other proposers listed herein are the only offers received per the specified opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

**Bid # 11-066-DM**

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**Written Proposals (Phase I) Evaluated By:**

Olga Swinson, Chief Finance Officer  
John Simon, Director of Finance Services  
Tammy Taylor, Finance Services Manager

**Interviews (Phase II) Evaluated By:**

Cynthia Armstrong, Board Member  
Hjalma Johnson, Director, Hyde Park Capital  
John Letvin, Realtor  
Al Torrence, Esq.  
Moderated by Arlene Zimney, CPPB, C.P.M., Buyer

**Proposal Prepared By:**

Deb Mateo, Buyer Assistant

**Reviewed and Authorized By:**

Kendra Goodman, CPPO, CPPB, Purchasing Agent *KGO*

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

Date of Opening: February 2, 2011	Ford & Associates, Inc.	Public Financial Management	
Proposal Title: Financial Advisor Services	109 South Macdill Ave.	300 S. Orange Ave., Ste 1170	
RFP 11-066-DM	Tampa, FL 33609	Orlando, FL 32801	
<b><u>Scores Phase I</u></b>			<b>FINAL RANKING ORDER</b>
			1) Public Financial Management
Experience of firm (max. 30 pts.)	22.33	28.00	2) Ford & Associates
Qualifications of staff (max. 35 pts.)	24.33	24.67	
Cost (max. 35 pts.)	30.82	30.42	
<b><u>SUB-TOTAL</u></b>	77.49	83.09	
<b><u>Scores Phase II</u></b>			
Interview Scores (max. 75 pts.)	54.00	66.00	
<b><u>TOTAL</u></b>	131.49	149.09	