




To: Andrew Thompson, Financial Services Director
From: Kerri Anne Fisher, Purchasing Manager 
Date: October 6, 2021
Re: Underwriter Services, \$14M General Obligation Bonds Series 2022, RFP 092221

On September 2, 2021, the City released Request for Proposals #092221 for Underwriter Services for General Obligation Bonds Series 2022. Proposals were due at 3:00 PM, September 22, 2021 and were opened shortly thereafter. Three proposals were received from:

- Estrada Hinojosa & Company
- JP Morgan Securities LLC
- RBC Capital Markets LLC

On September 30, 2021, the evaluation committee, Renee Shrout, City Clerk, Andrew Thompson, Financial Services Director, and Rhea Rivera, Asst. Finance Director, met to review and discuss the proposals. The City's Financial Advisor, Kelly Ryman of Dunlap and Associates, participated via phone to answer questions and provide an overview of the proposals to the Committee.

The Committee determined RBC Capital Markets LLC was the most responsive and responsible proposer and, therefore, recommends award to the firm.