

Request for Proposal (RFP): Financial Advisor to Oversee Bonding Process

Proposal Submission Deadline:

February 26, 2025

Introduction:

Monticello City is seeking proposals from qualified financial advisors to oversee and guide the bonding process with a State Agency. The selected advisor will be responsible for providing expert financial advice and ensuring the bonding process is executed efficiently, transparently, and in accordance with relevant legal and financial regulations. The funds are being used to purchase water rights to expand the City's water system.

Scope of Work:

The selected financial advisor will be expected to provide the following services:

1. Initial Consultation and Analysis:

- Conduct an in-depth review of the current financial status, including the organization's bonding requirements, goals, and constraints.
- Advise on suitable bonding structures and provide recommendations tailored to our objectives.

2. Bond Issuance Strategy:

- Develop a comprehensive strategy for the bonding process, including the selection of bonding agents, coordination with legal counsel, and outreach to the State Agency.
- Ensure that the proposed bonds align with the needs and best interests of both Monticello City and Stage Agency.

3. Oversight of Bond Issuance:

- Oversee the execution of the bond issuance process, including financial assessments, compliance with regulatory requirements, and risk management.
- Provide regular updates to the State Agency and stakeholders throughout the bonding process.
- Be present during public hearings and other discussions at Monticello City Council Meetings.

4. Ongoing Reporting and Communication:

- Provide transparent, detailed financial reports related to the bonding process.

- Act as a liaison between Monticello City, the State Agency, and any other involved parties, ensuring clear and effective communication.
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Qualifications and Experience:

Interested financial advisors must meet the following minimum qualifications:

1. Proven experience in managing bond issuance processes, preferably in a community or nonprofit setting.
 2. Strong knowledge of relevant financial regulations and compliance standards.
 3. Excellent communication and interpersonal skills, with a demonstrated ability to work effectively with boards, stakeholders, and other financial professionals.
 4. Certification in financial advising or relevant professional credentials.
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Proposal Submission Requirements:

All proposals must include the following:

1. **Cover Letter** outlining the financial advisor's qualifications, experience, and why they are well-suited for this project.
 2. **Experience and Credentials** including a résumé, relevant certifications, and a portfolio of past bond issuance projects.
 3. **Cost Estimate** for providing these services, including any anticipated fees or additional costs.
 4. **References** from previous clients or organizations where the advisor has overseen similar projects.
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Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

1. Relevant experience and expertise in bond issuance and financial advising.
 2. The approach and methodology for overseeing the bonding process.
 3. Cost-effectiveness and clarity of the proposed pricing.
 4. Strong client references and a proven track record of successful projects.
 5. Demonstrated ability to communicate and collaborate with boards and stakeholders.
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Proposal Submission Instructions:

All proposals must be submitted electronically at <https://shorturl.at/OKO7t> (all digital submissions should be one single pdf document) no later than **February 26, 2025 at 5pm**. Late submissions will not be considered.

All inquiries regarding the RFP can be directed to Kaeden Kulow at kaeden@monticelloutah.org

Timeline:

- **RFP Issued:** February 5, 2025
 - **Proposal Submission Deadline:** February 26, 2025
 - **Final Selection Date:** February 28, 2025
 - **Project Start Date:** March 3, 2025
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Contact Information:

Kaeden Kulow

City Manager

City of Monticello

435-587-2271 ext. 13

kaeden@monticelloutah.org

PO Box 457, Monticello, Utah 84535