City of Macon, Missouri
Macon Municipal Utilities
106 West Bourke Street
Macon, MO 63552

Request for Qualifications, Financial Advisor Services

DATE ISSUED: Monday, March 10, 2025

DATE DUE: Wednesday March 26, 3:00 pm

CONTACT: Dana Ulmer, General Manager
Macon Municipal Utilities
dulmer@maconutilities.com

The City of Macon, Missouri / Macon Municipal Utilities (MMU) is soliciting responses to the following Request for Qualifications (RFQ). MMU is only accepting submittals in printed form. Electronic submittals will be considered non-responsive and will not be considered.

MMU is starting preparations for necessary upcoming improvements to its water and wastewater systems. This is expected to be a significant capital project funded through the Department of Natural Resources' State Revolving Fund. MMU is seeking the services of a licensed, registered, knowledgeable, and experienced Financial Advisor ("Advisor") to assist with various public finance related services, including bond election education and support, financial analysis and rate planning, and ongoing compliance with financial and disclosure regulations. The selected firm will serve as a fiduciary, providing objective advice to ensure the best interest of MMU in its financial undertakings. The scope of this assignment is limited to the contemplated issuance of water and wastewater bonds for the projects heretofore described. MMU is contemplating issuing through the State of Missouri, Department of Natural Resources, State Revolving Loan Fund (MoSRF).

**SCOPE OF SERVICES**

The selected Advisor will, as necessary, provide comprehensive Advisor services including, but not limited to, the following:

Election Support – In concert with MMU staff, Bond Counsel, and Legal Counsel determine appropriate ballot language to be presented to the voters as well as all proceedings and legal notices. Provide MMU staff, City Council, and voter education with regard to the benefits of borrowing through the MoSRF.

Project Financing – Evaluate project financing alternatives and make recommendations as called for and other creative financial solutions. Provide continuous interfacing with MoSRF staff and be knowledgeable and responsive to their needs / requirements.

Refinancing Opportunities – Monitor the bond issue(s), post issuance, for refinancing opportunities to achieve savings.

ASSURANCE OF DEAL TEAM PERSONNEL
The Advisor shall provide assurance that the deal team is knowledgeable, licensed, and registered as Advisors, as outlined in the response to this RFQ. Personnel changes shall not be made without the prior written approval of MMU.

**RESPONSES ARE DUE NO LATER THAN**

**Wednesday, March 26, 2025, 3:00 pm**

## SUBMISSION REQUIREMENTS

All submittals are to be addressed to and received by:

City of Macon, Missouri
Macon Municipal Utilities
Attn: Dana Ulmer, General Manager
106 West Bourke Street
Macon, MO 63552

All submittals are to be packaged in a sealed envelope, clearly addressed as noted above, and clearly marked "FINANCIAL ADVISORY SERVICES RFQ RESPONSE."

## RFQ RESPONSES SHALL INCLUDE THE FOLLOWING:

Cover letter expressing the firm's interest in providing Advisor services and summary of the firm's qualifications (limit to one page).

Please limit the submitted SOQ to no more than 6 pages.

Firm Overview and Experience: Provide a firm overview including its history, size, and areas of expertise. Highlight recent experience of Advisor services provided to Missouri communities and districts utilizing the MoSRF program.

Identify key personnel, limited to four people, who will be assigned to the MMU deal team. Include qualifications, relevant experience, licenses, registrations, and specific roles.

References: Provide three references from municipal clients for which the firm has provided similar services. Include the name of the organization, contact person, title, contact information and a summary of the services provided.

Questions and Clarifications: In the event there are questions regarding this RFQ please direct them, in writing, by email, to:

Dana Ulmer, General Manager
dulmer@maconutilities.com

All requests will be answered and the question(s) along with the answer(s) will be provided to the firms which have received this RFQ.

*******THIS IS A REQUEST FOR QUALIFICATIONS ONLY FOR PROFESSIONAL SERVICES*******
**DO NOT INCLUDE OR INCORPORATE FEE STRUCTURES OR ANY OTHER COSTS ASSOCIATED WITH ADVISORY SERVICES. FEE NEGOTIATIONS WILL OCCUR WITH THE SELECTED FIRM.**

## EVALUATION PROCESS

MMU will evaluate the submitted qualifications based on the following criteria:

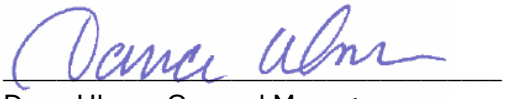
- Demonstrated expertise and experience with Advisor services, particularly in conjunction with MoSRF.
- Qualifications and relevant experience of the deal team.
- Past performance for similar municipal clients.
- Demonstrated understanding of public finance and regulatory compliance.

**GENERAL TERMS AND CONDITIONS**

- The City of Macon reserves the right to reject any or all submissions.
- This RFQ is not a contract and does not obligate The City of Macon to award a contract.
- The City of Macon reserves the right to modify the scope of services, if necessary.
- The City of Macon is not responsible for any costs incurred by firms in preparing their response to this RFQ.

Thank you for your interest. We look forward to receiving your response.

Macon Municipal Utilities



Dana Ulmer, General Manager