

CITY OF LA GRULLA, TEXAS
REQUEST FOR QUALIFICATIONS
FINANCIAL ADVISOR SERVICES
NADBank Water Plant / AMI Meter Project and
TWDB DWSRF Project – PIF No. 17869

Owner	City of La Grulla, Texas
Solicitation	RFQ – Financial Advisor Services
Submission Deadline	October 7, 2026 at 4:00 p.m. (Central Time)
Delivery	City of La Grulla, Texas – City Hall
Funding	NADBank and Texas Water Development Board / Drinking Water State Revolving Fund

NO LATE SUBMISSIONS WILL BE ACCEPTED

The City encourages participation by small, minority-owned, women-owned, and disadvantaged business enterprises and will administer this procurement in accordance with applicable funding-agency requirements.

1. NOTICE AND INTENT

The City of La Grulla, Texas (“City”) is soliciting Statements of Qualifications from qualified municipal financial advisory firms to provide financial advisory, debt-issuance, funding-application, closing, and related services for current and anticipated water infrastructure financings. The initial assignments are expected to include (1) the City’s North American Development Bank (“NADBank”) water treatment plant expansion, water meter replacement/AMI, water-loss, and regulatory-compliance project, and (2) the City’s Texas Water Development Board (“TWDB”) Drinking Water State Revolving Fund (“DWSRF”) project identified as PIF No. 17869.

The City intends that the selected Financial Advisor assist the City throughout application, financial structuring, governing-body authorization, commitment, closing, draw/outlay coordination, and other financing activities required by the applicable funding agencies. The City may also use the resulting agreement for related or supplemental financing services within the scope permitted by applicable law and funding requirements.

2. PROJECT BACKGROUND

A. NADBank Water Plant / Water Loss / Regulatory Compliance Project

The current project estimate is \$4,841,050 and includes a 2.0 MGD rapid-mix structure, 2.0 MGD clarifier structure, water-plant yard piping, rapid-mix and clarifier electrical improvements, complete AMI water-meter replacement, mobilization, contingency, project/construction management and materials testing, construction engineering inspection, and regulatory-planning items including a Lead Service Line Inventory, Water System Monitoring Plan, and Nitrification Action Plan.

B. TWDB DWSRF – PIF No. 17869

Under the SFY 2027 DWSRF Intended Use Plan draft provided to the City, PIF No. 17869 is listed for the City of La Grulla with a project cost of \$19,125,000. The project description includes replacement of distribution lines in undersized areas, expansion of service to areas not currently served, implementation of an asset management plan, and rehabilitation of storage tanks and booster pumping stations. The listing identifies planning, design, and construction phases and a 70% disadvantaged-community percentage, subject to final TWDB action, funding availability, invitation, application, and commitment.

3. SCOPE OF FINANCIAL ADVISORY SERVICES

- Serve as the City’s independent municipal financial advisor and provide advice consistent with all applicable federal and state securities laws, Municipal Securities Rulemaking Board requirements, and fiduciary duties applicable to a municipal advisor.
- Coordinate financial planning for NADBank and TWDB financings, including evaluation of financing alternatives, debt capacity, repayment sources, affordability, rate impacts, debt-service schedules, and timing of financings.
- Assist with preparation, review, coordination, and submission of financial information required for NADBank and TWDB applications, commitments, closings, amendments, and related due diligence.
- Assist the City with TWDB DWSRF financing for PIF No. 17869, including coordination with City staff, grant administrator, engineer, bond counsel, TWDB financial analysts, and other project professionals.
- Advise the City regarding the form, structure, term, timing, interest-rate alternatives, principal forgiveness/additional subsidization, and other financial terms that may be offered by TWDB, without representing that any particular funding terms are guaranteed.
- Assist in development and evaluation of water utility financial forecasts, revenue requirements, rate impacts, debt-service coverage, cash-flow projections, and other analyses requested by the City or funding agencies.
- Coordinate with bond counsel regarding ordinances/resolutions, certificates, closing documents, tax matters, continuing disclosure, and other legal requirements, while not providing legal advice.
- Coordinate any required rating-agency, insurer, paying-agent/registrar, escrow-agent, verification-agent, or other financing-party activities, if applicable.
- Prepare or assist with debt-service schedules, sources-and-uses schedules, closing figures, financing calendars, and presentations to the City Commission.

- Attend City Commission meetings, workshops, funding-agency meetings, conference calls, and closings as requested.
- Advise the City of material changes in financial-market conditions and federal or state requirements affecting the financing.
- Assist with post-closing financial matters related to the financing, including permitted investment of proceeds, draw/outlay coordination, refunding/call analysis, and other services requested by the City.
- Provide additional municipal financial advisory services reasonably related to the projects and financing programs.

4. MINIMUM QUALIFICATIONS AND REQUIRED SOQ CONTENT

Each Statement of Qualifications shall be concise and organized in the following order:

1. Firm Information. Legal name, office address, telephone number, website, history, ownership, and organizational structure.
2. Municipal Advisor Registration and Compliance. Identify applicable SEC and MSRB municipal advisor registrations and provide the firm's municipal advisor registration number(s). Identify any material disciplinary history relevant to the services.
3. Project Team. Identify the principal-in-charge and all personnel expected to serve the City. Include resumes, office locations, roles, and availability.
4. Relevant Experience. Describe experience with Texas municipalities and water utilities, with emphasis on TWDB DWSRF/SRF financings, NADBank financings, disadvantaged-community financings, principal-forgiveness transactions, utility revenue debt, and federal funding requirements.
5. Comparable Financings. Provide at least five relevant engagements, identifying client, program/funding source, approximate financing amount, scope performed, year, and reference contact.
6. TWDB Experience. Describe specific experience preparing and closing TWDB financial assistance, including coordination of financial applications, debt instruments, bond counsel, closing documents, and TWDB financial analysts.
7. NADBank Experience. Describe experience with NADBank applications, certifications, loan/grant structuring, affordability analysis, closings, and border infrastructure financings.
8. Approach and Capacity. Explain the proposed approach, schedule, responsiveness, and ability to meet accelerated funding-agency deadlines.
9. Federal/TWDB Compliance. Describe the firm's approach to applicable DWSRF procurement, DBE, nondiscrimination, debarment/suspension, lobbying, and other federal assurances applicable to professional services.
10. Conflicts and Independence. Disclose actual or potential conflicts of interest and describe how the firm will maintain its duty to the City.
11. References. Provide at least three municipal or public-water-system references for comparable services.
12. Proposed Agreement. Include a proposed form of financial advisory agreement, without fee information unless the City specifically requests it during negotiations.
13. Certifications. Include the certifications and acknowledgments requested in Section 9 of this RFQ.

5. SUBMISSION REQUIREMENTS

Deadline: Statements of Qualifications must be received by the City no later than October 7, 2026 at 4:00 p.m. Central Time. Late submissions will not be accepted.

Delivery: Submit one (1) original and three (3) copies in a sealed package to City of La Grulla City Hall. The City may also request an electronic PDF copy. Proposers should verify the City Hall delivery address and any electronic-submission instructions in the published notice before delivery.

Package marking: "RFQ – FINANCIAL ADVISOR SERVICES – DO NOT OPEN UNTIL AFTER 4:00 P.M., OCTOBER 7, 2026."

Questions/Addenda: Questions shall be submitted to the City contact identified in the published notice. Only written addenda issued by the City may modify this RFQ. Proposers are responsible for confirming receipt of all addenda.

6. EVALUATION AND SELECTION

The City will evaluate Statements of Qualifications based on demonstrated qualifications and the best interests of the City. The following criteria are anticipated:

Evaluation Criterion	Points
Municipal financial advisory experience, including Texas water-utility financings	30
TWDB DWSRF/SRF and federal funding experience	25
NADBank and border-infrastructure financing experience	15
Qualifications and experience of assigned personnel	15
Capacity, responsiveness, and proposed approach	10
Familiarity with the City and regional water-infrastructure needs	5

The City may conduct interviews, request clarifications, check references, and negotiate with the most qualified firm. The City reserves the right to reject any or all submissions, waive informalities to the extent permitted by law, discontinue the procurement, or issue a new solicitation.

7. COMPENSATION AND CONTRACT

Qualifications shall be evaluated independently of fee information. Following selection of the most qualified firm, the City will negotiate a fair and reasonable compensation arrangement and final scope. Compensation must comply with applicable law, funding-agency eligibility requirements, and the final written agreement. No work is authorized until the agreement is approved and executed by the City.

8. TWDB / EPA / FEDERAL FUNDING REQUIREMENTS

This solicitation is intended to support projects that may receive DWSRF financial assistance administered by TWDB using federal EPA capitalization-grant funds. The selected firm shall comply with all requirements applicable to its professional-services contract and any subconsultants. Requirements applicable only to construction, materials, or later project phases shall be flowed down or addressed when applicable and are not represented as direct requirements of the Financial Advisor's professional-services work.

A. SRF Procurement and DBE

This contract is subject to the Environmental Protection Agency's (EPA) Disadvantaged Business Enterprise (DBE) Program, which includes EPA-approved fair share goals for Minority and Women-owned Business Enterprise (M/WBE) firms in the Construction, Supplies, Equipment, and Services procurement categories. EPA rules require that applicants and prime contractors make a good faith effort to award a fair share of contracts, subcontracts, and procurements to M/WBE firms. Although EPA's policy does not mandate that the fair share goals be achieved, it does require applicants and prime contractors to demonstrate use of the six affirmative steps. For more details of the DBE Program and the current, applicable fair share goals, please visit the Texas Water Development Board DBE program information.

B. Federal Funding and Nondiscrimination

- The contract is contingent upon and subject to applicable funding-agency requirements. Neither TWDB, EPA, NADBank, the State of Texas, nor the United States is a party to this RFQ or any resulting City contract unless expressly stated otherwise.
- The selected firm shall comply with applicable federal nondiscrimination and equal-opportunity requirements and shall not discriminate in performance of the contract on a prohibited basis.

- The selected firm shall comply with applicable federal debarment and suspension requirements and shall provide certifications requested by the City or TWDB.
- The selected firm shall comply with applicable federal restrictions on lobbying and provide any required certification regarding lobbying.
- The selected firm shall comply with applicable conflict-of-interest, records-retention, audit/access-to-records, and funding-agency reporting requirements.
- Where the DWSRF project is designated as an Equivalency project, additional federal cross-cutters may apply. Where it is Non-Equivalency, applicable federal anti-discrimination requirements and any other requirements imposed by TWDB remain applicable.
- Construction-phase requirements such as Davis-Bacon wage requirements, American Iron and Steel, and, for applicable Equivalency projects, Build America, Buy America, will be incorporated into construction procurements and contracts as required. The Financial Advisor shall account for their potential cost and financing impacts when advising the City.

9. REQUIRED PROPOSER CERTIFICATIONS / ACKNOWLEDGMENTS

- Proposer is authorized to conduct business in Texas and will maintain all registrations required to perform municipal advisory services.
- Proposer is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a federal department or agency, except as disclosed in the SOQ.
- Proposer will comply with applicable federal restrictions on lobbying and will execute TWDB or federal certifications when required.
- Proposer acknowledges that federal and TWDB requirements may be revised and agrees to comply with requirements applicable to the contract at the time performance occurs.
- Proposer will disclose all actual or potential conflicts of interest and any financial or business relationship that could impair independent advice to the City.
- Proposer acknowledges that selection does not guarantee any minimum amount of work or funding award.

10. RESERVATIONS AND GENERAL CONDITIONS

- All costs of preparing and submitting an SOQ are the responsibility of the proposer.
- Submitted materials become subject to the Texas Public Information Act, subject to applicable exceptions. A proposer asserting confidentiality must clearly identify the specific material and legal basis; the City does not guarantee confidentiality.
- The City may verify any information submitted and may contact references and funding agencies.
- The City may negotiate scope, schedule, contract terms, and compensation with the selected firm.
- Any resulting contract is subject to approval by the City Commission and availability/eligibility of funds.
- In the event of a conflict between the resulting contract and a mandatory funding-agency requirement applicable to the financed project, the mandatory funding requirement will control to the extent required by law or the financial-assistance agreement.

APPENDIX A – PROPOSER CERTIFICATION

The undersigned certifies that the information contained in the Statement of Qualifications is true and correct to the best of the undersigned's knowledge and that the proposer accepts the requirements of this RFQ.

Firm: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____

Telephone: _____

Email: _____

APPENDIX B – CONFLICT / DEBARMENT / LOBBYING DISCLOSURE

Attach any required explanation. If none, mark “None.”

Conflicts of Interest:

Federal Debarment/Suspension Exceptions:

Lobbying Disclosures:

Other Funding-Compliance Disclosures:
