

Manor Independent School District
Board of Trustee Meeting Agenda Item
June 17, 2024

CONSENT ITEM SHEET

RE: Consideration and approval of list of ranked Bond/Debt Counsel AND authority to contract for professional services

Supporting Documents:

1. RFQ document
2. Executive Summary (with scores)

District Goals*:

Goal 2: COMMUNICATION- By 2026, 100% of Manor ISD communication to all scholars, family, staff, & community members will be interactive, accurate, timely, & accessible to ensure the Manor ISD community is routinely informed.

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Background Information:

Sometime prior to the passage of the 2019 Bond, the Manor Board of Trustees approved a pool of law firms to provide Bond/Debt Counsel professional services. In 2021, the Superintendent chose to continue working with Escamilla & Poneck who had served in this capacity prior to then.

Due to the time that elapsed since then, best practice is to refresh the pool of Bond/Debt Counsel so the Administration created a Request for Qualifications (RFQ) for submissions by law firms to provide legal advice related to the sale of municipal bonds. The RFQ opened on April 19, 2024 and was closed on May 3, 2024. We also invited multiple firms to participate in the process and submit for consideration. After the RFQ closed, the Administration evaluated the submissions in accordance with the published rubric. The results of the evaluations are provided with their scores.

Additionally, we are asking for the Board to provide authorization to the Superintendent to negotiate and execute an agreement with the top ranked Bond/Debt Counsel. If an agreement cannot be reached with the top ranked Bond/Debt Counsel, the Superintendent will move down the list and negotiate and execute a contract with the next ranked submitter moving down the list until an agreement can be reached and a contract executed.

Fiscal Implications:

At some future point in time, if we were to pass a bond, a portion of the sales proceeds would be paid out to the Bond/Debt Counsel. This payment will have no direct impact on our General Fund balance.

Administrative Recommendation:

Administration recommends that the Board of Trustees approve the ranked list of Bond/Debt Counsel and authorize the Superintendent to execute a contract with the top ranked vendor. If an agreement cannot be reached with the top ranked Bond/Debt Counsel, the

Superintendent will move down the list and negotiate and execute a contract with the next ranked submitter moving down the list until an agreement can be reached and a contract executed.

Motion Language:

I move to approve the ranked list of Bond/Debt Counsel as submitted by Administration and further authorize the Superintendent to negotiate and execute an agreement with the top ranked vendor. If the Superintendent is not able to reach an agreement, the Superintendent is authorized to go to the next ranked vendor and continue down the list until such time as an agreement can be reached and executed.

Jeffrey L. Solomon

Chief Financial Officer

Dr. Robert Sormani

Approved by Superintendent