



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2014-12-17 (1)

**Date:** December 17, 2014  
**To:** THA Board of Commissioners  
**From:** Michael Mirra  
 Executive Director  
**Re:** Stable of Financial Advisors

### Background

On October 1, 2014 THA staff issued a Request for Proposals for firms interested in providing financial advisor (FA) services to THA's real estate development and asset management. We seek a few firms to have on-call as we need their services.

We posted the Request for Proposals on Washington Electronic Business Solutions, (WEBS) and THA's website on October 1, 2014.

Four firms responded to the RFQ by the due date of November 3, 2014. All four proposals were responsive and responsible. A review team comprising of three THA staff reviewed and scored the proposals. The results are as follows:

Firm	Panelist 1					Panelist 2					Panelist 3					Average				
	1	2	3	4	T	1	2	3	4	T	1	2	3	4	T	1	2	3	4	Total
Brawner	24	24	22	23	93	23	23	23	22	91	22	22	20	18	82	23.00	23.00	21.67	21.00	88.67
CSG Advisors	22	20	22	20	84	24	24	24	21	93	20	20	18	15	73	22.00	21.33	21.33	18.67	83.33
EJP Consulting Group	22	20	18	25	85	23	23	23	24	93	18	18	15	20	71	21.00	20.33	18.67	23.00	83.00
Beacon Development Group	20	22	22	25	89	24	23	21	22	90	18	15	15	18	66	20.67	20.00	19.33	21.67	81.67

- Scoring point 1 is General Expertise or Attributes
- Scoring point 2 is Specific Qualifications
- Scoring point 3 is General approach to projects
- Scoring point 4 is Fee for Services

Based on the above scores, staff recommends awarding contracts to the firms of Brawner, CSG Advisors and EJP Consulting Group to provide THA with technical and project financing assistance. Each contract will be in the Not-to-Exceed amount of \$200,000 with an initial three (3) year term and the potential for two (2) twelve month extensions.

**Recommendation**

Approve Resolution No. 2014-9-24(3) authorizing the Executive Director to award Contracts for the Mixed Finance Financial Advisors to the firms of Brawner, CSG Advisors and EJP Consulting Group in the amount Not-to-Exceed of \$200,000 each



# TACOMA HOUSING AUTHORITY

## **RESOLUTION 2014-12-17 (1) Mixed Finance Stable of Financial Advisors**

A RESOLUTION of the Board of Commissioners of the Housing Authority of the City of Tacoma

**Whereas,** On October 1, 2014 Tacoma Housing Authority (THA) Staff issued a Request for Proposals (RFP) from firms interested to provide Financial Advisory Services for THA's Real Estate Development and Asset Management

**Whereas,** The RFP was posted on the Washington Electronic Business Solutions and THA's website on October 1, 2014.

**Whereas,** Four firms submitted proposal by the deadline of November 3, 2014, four were deemed responsive;

**Whereas,** an evaluation team, composed of three (3) THA staff reviewed and scored the proposals according to evaluation criteria listed in the RFP;

**Whereas,** the evaluation team voted unanimously in favor of awarding contracts to the firms of firms of Brawner, CSG Advisors and EJP Consulting Group;

***Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:***

The Executive Director is authorized to negotiate and execute separate contracts for the finance advising services with the firms of Brawner, CSG Advisors and EJP Consulting Group, each in the amount not-to-exceed \$200,000 each

**Approved: December 17, 2014**

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Stanley Rumbaugh, Chair