

REQUEST FOR PROPOSAL

PROJECT NO. RFP 16-17

ARBITRAGE REBATE COMPLIANCE SERVICES

QUESTIONS AND ANSWERS NO. 1

Date: December 18, 2015

To: Prospective Respondents

From: Procurement Operations Department, Houston Community College

Subject: Questions and Answers Responses

1. Who is your current provider for arbitrage rebate compliance services?

Answer: First Southwest Asset Management.

2. How long has HCC been under contract with this service provider?

Answer: In excess of 12 years.

3. On average how many on-site meetings do you expect to call during a contract year?

Answer: One.

4. Does HCC maintain bona fide debt service accounts?

Answer: No.

5. Does HCC maintain commingled funds?

Answer: Yes.

6. Which bonds have unspent construction/project proceeds remaining, if any?

Answer: See attached schedule of unspent construction/project funds.

7. In which format is the electronic data submitted (bank statements, spreadsheets, ledgers) and are the funds commingled or maintained in separate accounts/funds?

Answer: The data for bank statements and securities statements is transmitted monthly in electronic .pdf format. A monthly investment report is transmitted in Excel format. The funds are commingled.

8. Can you confirm that the small business limit for this RFP falls under 541213, 541214, or 541219 and that the limit on the revenues of the small business entity is \$20.5 million?

Answer: To participate, small businesses must be certified by an agency or organization whose certification is recognized by HCC. Certification is based on the firm's gross revenues or number of employees averaged over the past three years, inclusive of any affiliates as defined by 13

C.F.R. § 121.103, does not exceed the size standards as defined pursuant to Section 3 of the Small Business Act and 13 C.F.R. § 121.201.

9. Due to the type of services required in this scope of work, it will be a struggle to achieve the 25% Small Business goal. Will HCC consider a deviation of the 25% goal requirement?

Answer: Yes, see amendment.

Houston Community College
Unspent Construction/Project Funds
As of 11/30/15

<u>Bond Issue</u>	<u>Unspent Funds</u>
Limited Tax Bonds, Series 2003	2,181,082
Junior Lien Revenue Refunding Bonds, Series 2006	7,965,369
Maintenance Tax Notes, Series 2006	66,524
Public Facility Corporation Lease Revenue Bonds, Series 2007	630,967
Maintenance Tax Notes, Series 2008	5,979,548
Senior Lien Revenue Bonds, Series 2008	19,661
Maintenance Tax Notes, Series 2009	173,080
Senior Lien Revenue Bonds, Series 2010	2,991,414
Maintenance Tax Notes, Series 2010	7,855,204
Junior Lien Revenue Refunding Bonds, Series 2011	62,850
Maintenance Tax Notes, Series 2011	8,410,614
Maintenance Tax Notes, Series 2011A	2,639,206
Limited Tax General Obligation Bonds, Series 2013	288,546,218
Total	<u>327,521,737</u>

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