



# ALABAMA DEPARTMENT OF TRANSPORTATION

1409 Coliseum Boulevard  
Montgomery, Alabama 36110

Telephone: 334/242-6311 • Fax No.: 334/262-8041

Robert Bentley  
Governor



John R. Cooper  
Transportation Director

June 10, 2016

## NOTICE OF NEED FOR SERVICES

**TO:** Consultants

**FROM:** Don Arkle, P.E.  
Chief Engineer

**RE:** Project Finance and Delivery Advisory Services

The Alabama Department of Transportation has determined that it needs and will seek consultant services for project finance and delivery advisory services for infrastructure projects of significant size and complexity. Attached is a "Notice of Need for Services" containing an abbreviated scope of work and evaluation information. Firms expressing interest should be fully capable of providing the end results.

The purpose of this inquiry is to determine interest or non-interest of your firm providing the professional services required by the scope of work. A number of firms are being asked to express their interest in regard to these services and following this expression, a short list of firms will be selected for further consideration.

Your response to this inquiry should be in the form of a letter-type response that addresses the points listed in the evaluation portion of the need for services. **This response should be limited to a maximum of fifty pages including resumes of individuals to be assigned to the project.** Failure to receive such letter by the deadline indicated will be considered as "no interest."

## **NOTICE OF NEED FOR SERVICES**

Notice is hereby given that the Alabama Department of Transportation, 1409 Coliseum Boulevard, Montgomery, Alabama 36110, is requesting submittal of interest from all firms interested in performing work outlined in the following scope of work.

### **SCOPE OF WORK**

The CONSULTANT may perform project finance and delivery advisory services, including but not limited to the evaluation of solicited and unsolicited bids for public-private partnerships for infrastructure projects, the evaluation of traffic & revenue studies and the feasibility of toll-funded project financing, the use of TIFIA and any other available and applicable credit enhancement or project financing/funding options, and the development and use of financial models suitable for the analysis of various project finance and delivery options including but not limited to value for money analysis, financing alternatives analysis and financial feasibility analysis.

### **EVALUATION**

The response to this notice of need shall include the following information:

#### **Related Experience and References**

This section of the response should establish the ability of the firm to satisfactorily perform the required work by reasons of: experience in performing work of the same or similar nature; staffing capability; workload; record of meeting schedules on similar projects; and supportive client references. Specifically:

- Provide a brief profile of the firm, including the types of services offered; the firm's date and state of incorporation or formation and years in business; the firm's years of experience (not the individual employees' or managers' experience)

as a financial advisory firm; the number of employees and the location of all offices at which the firm performs advisory service activities in general and project finance and delivery advisory services in particular.

- Provide a general description of the firm's current financial condition; identify any conditions (e.g., bankruptcy, pending litigation, planned office closures, impending merger) that may impede the ability to complete any work assigned under this Notice.
- Describe the firm's experience in performing work of a similar nature to that solicited in this Notice, and the participation in such work by the key personnel proposed for assignment to this effort. Highlight the firm's and key personnel's experience with the work or services identified in the Scope of Work.
- Describe experience in working with the various government agencies that may have jurisdiction over the approval of the work specified in this Notice. Please include specialized experience and professional competence in areas directly related to this Notice.
- Provide a list of past joint work by the firm and each sub-consultant, if applicable, for work of a similar nature to that solicited in this Notice. The list should clearly identify the project and provide a summary of the roles and responsibilities of each party.
- Provide at least three (3) customer references, identifying a lead contact with a telephone number, who may be contacted regarding the firm's abilities, integrity, and professional reputation in acting as financial and/or project delivery advisor to a state or local Department of Transportation or other governing authority for

work performed similar to the project finance and delivery advisory services being proposed in this Notice.

- References may also be supplied from other work not cited in this section as related experience.

### **Proposed Staffing and Project Organization**

This section of the response should establish the method that will be used to manage any work assigned under this notice as well as identify key personnel assigned and their qualifications. Specifically:

- Provide education, experience and applicable professional credentials of proposed staff.
- Identify key personnel proposed to perform the work in the specified tasks and include major areas of sub-contract work. Include the person's name, current location, availability for this assignment, and how long each person has been with the firm.
- Furnish brief resumes (not more than two [2] pages each) for the proposed key personnel.

### **Mandatory Qualifications and Requirements**

Firms must meet the following minimum qualifications and acknowledge the mandatory requirements prior to the deadline for receiving proposals:

- The firm or sub-consultant must be a Registered Municipal Advisor with the Securities and Exchange Commission at the time of proposal submission.

- The firm or sub-consultant shall not provide investment banking services for any financing associated with the project finance and delivery advisory services being proposed in this Notice.

### **Preferred Qualifications**

It is preferred that firms meet or exceed the following qualifications:

- The firm should have experience in providing financial advisory services to governmental entities in all aspects of infrastructure project finance and delivery. This experience should include but not be limited to all of the following:
  - Providing fundamental and technical research;
  - Assisting in evaluating capital funding alternatives and developing financing plans;
  - Participating in the development of Request for Proposals, Solicitations for Offers, and Requests for Qualifications or similar documents;
  - Evaluating proposal submissions (when requested);
  - Recommending the timing of bond sales, refunding, restructurings, etc.;
  - Designing debt structures;
  - Providing advice on approaches to rating agencies;
  - Assisting in rating agency and insurer presentations;
  - Evaluating the use of and obtain bids for credit enhancements, if appropriate;
  - Assisting in reviewing documents, including preliminary and final official statements;
  - Evaluating bids, including accuracy of TIC calculation, and recommend award (competitive sales);

- Reviewing pricing and allocation of bonds (negotiated sales);
- The firm should have experience in general obligation, revenue, appropriation dependency, and tax-secured bonds, as well as experience with issues related to asset securitizations and capital infrastructure.
- The firm should have experience in providing financial advisory services to governmental entities in connection with public-private partnership proposals.

## **Submit Statement of Interest**

### **TO EXPRESS INTEREST**

Click on the button above to submit your statement of interest to us as an attachment via e-mail. Please remember that your statement of interest must be fifty pages or less and **must** be identified with **Project Finance and Delivery Advisory Services**. If you are unable to e-mail your statement of interest to us, you may fax it to us at (334) 353-6513. All statements of interest must be received prior to close of business, 4:00 p.m. Central Time on Friday, July 1, 2016. After submittal, if you have not received confirmation of receipt from the Department by the end of the next business day, please contact us at (334) 242-6868.

For additional information or for any questions concerning the scope of work, please contact Bill A. Flowers, Director of Finance and Audits at (334) 242-6362.

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“It is the policy of the Alabama Department of Transportation that Disadvantaged Business Enterprises as defined in 49 CFR Part 26 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds.

Firms selected for work by the Alabama Department of Transportation agree to ensure that Disadvantaged Business Enterprises as defined in 49 CFR Part 26 have the maximum opportunity to participate in the performance of work associated with this project. We expect that all necessary and reasonable steps be taken to ensure that Disadvantaged Business Enterprises have the maximum opportunity to perform contract work.”

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