

Request for Proposal for Financial Depository

August 31, 2021

PROPOSAL SHEET

PROPOSAL FOR DEPOSITORY BANKING SERVICE

FOR BIENNIUM FEBRUARY 1, 2022 THROUGH JANUARY 31, 2024

To the Board of Directors of the Bexar Appraisal District, San Antonio, Texas:

The undersigned, a state or national banking corporation the deposits of which are insured by the Federal Deposit Insurance Corporation, hereinafter called Proposer, for the privilege of acting as Depository of the Bexar Appraisal District, hereinafter called District, for a term of approximately two years, beginning February 1, 2022, and ending January 31, 2024 and for the further privilege of receiving all funds at District's option to place on demand deposit or interest bearing time deposits and with the full understanding that the District reserves the right to move or invest its funds from time to time as permitted by law.

Please provide the following rate information as of August 31, 2021:

1. Certificate of Deposit, \$100,000 and over shall bear:
 - a. _____ % interest per annum
for a term of seven (7) days but less than thirty (30) days.
 - b. _____ % interest per annum
for a term of thirty (30) days but less than ninety (90) days.
 - c. _____ % interest per annum
for a term of ninety (90) days but less than one hundred-eighty (180) days.
 - d. _____ % interest per annum
for a term of one hundred-eighty (180) days but less than three hundred sixty-five (365) days.
 - e. _____ % interest per annum
for a term of one (1) year or more.

2. Single Maturity Time Deposits of more than \$2,500 but less than \$100,000.

MATURITY

- a. 7 - 29 days _____ % per annum
- b. 30 - 179 days _____ % per annum
- c. 180 - 365 days _____ % per annum
- d. Over 1 year _____ % per annum
3. Interest per annum of a daily collected balance on demand deposits.
_____ % per annum

LOAN STATEMENT

4. Collateralized loans and advances extended to the District during the depository period to be at _____ % per annum interest rate.
5. In the event of an emergency, the District may withdraw funds so deposited on time deposits or certificates of deposit prior to the end of the period specified. In such event, interest shall be paid by the bank to the District in accordance with banking regulations.
6. Short term Operation Loans and advances extended to the District during the above period to be at _____ % per annum interest rate.
7. Proposer will provide a chart of analysis charges per month or per unit for keeping District's deposit records and accounts for the period covered by this proposal. Included in and required as part of this duty are the following:
- a. Assigning a single point of contact who will administrate all District investments, service requests and inquiries.
- b. Preparation of monthly statements showing debits, credits, and balance of each separate account. Accounts must be closed on the last day of the month and statements mailed prior to the 10th including copies of cancelled checks.
- c. Preparation of such other reports, accounts and records which may, from time to time, be required by District in order that it may properly fulfill its fiscal duties.

8. District reserves the right to invest any and all of its funds in such manner as is permitted by the Property Tax Code. Proposer will and shall aid and assist District in any such investment without charge.
9. Proposer shall comply with all the provisions of the laws of the State of Texas relating to depositories, will perform all duties therein specified, and will execute any and all instruments and documents necessary to evidence its contract with this District. It is understood that the annual audit by Certified Public Accountants will be used to report to the Board of Directors.
10. Proposer shall furnish to District a bond in the amount and conditioned as provided in the School Depository Act, or in lieu thereof shall pledge approved securities in an amount sufficient as provided in the School Depository Act, delivering to District either the securities so pledged or safekeeping receipts therefore, properly marked to show such pledge. District reserves the right to approve or reject the securities so pledged. Proposer shall have the right and privilege of substituting approved securities upon obtaining the approval of District, provided the total amount of approved securities deposited is adequate as herein provided.

SPECIAL CONDITIONS

Bexar Appraisal District is not liable for any cost incurred by the Proposer in connection with RFP. Proposers specifically waive any right against Bexar Appraisal District for expenses incurred in proposal preparations. The proposal becomes the property of the Bexar Appraisal District and will not be returned.

The Bexar Appraisal District reserves the right to reject any and all proposals. The District also reserves the right to request any supplemental information from any Proposer such as may be necessary to make selection decisions.

Qualified institutions eligible to respond to this Request for Proposal include those that meet the requirements defined in the Texas Local Government Code Chapters 105 and 2257, have at least one full service banking facility located within the city limits of San Antonio, must be insured, and must demonstrate the capacity to meet all requirements of Bexar Appraisal District.

All proposals shall certify that they have not paid, or agreed to pay, any company or person (other than an authorized representative such as an authorized dealer or a full-time bonafide employee working solely for the banking institution) any fee, commission, percentage or brokerage fee contingent upon or resulting from the award of the contract.

All proposers shall certify that they have arrived at an independent pricing decision without collusion with any other potential Proposer.

All proposers shall certify that the response submitted by the agent, in response to this Request for Proposal, shall remain binding until February 1, 2024 if the proposal is accepted by February 1, 2022.

The Bexar Appraisal District reserves the right to negotiate contract terms with the selected depository. The Bexar Appraisal District also reserves the right to allow a Proposer to modify the technical proposal, if that would be in the interest of the District.

The Bexar Appraisal District is not obligated to accept the best rate proposal. Factors other than rate will be evaluated from proposals.

The Bexar Appraisal District will reject any proposal not in compliance with financial disclosure requirements.

Any Proposer has the right to explain in writing any and all differences or functions of their services as submitted. It is the intent of the Bexar Appraisal District not to preclude any Proposer from submitting a proposal due to different technical terminology.

In the event that the Board, in its sole discretion feels that the disclosed connection, association or relationship is significant or material enough to cause said acquisition from said agent to be improper, or to raise an inference of impropriety, the Board may, and hereby reserves the right to reject any bid, proposal or offer submitted by said Proposer, or to take whatever action it deems proper to remove or negate such impropriety or influence thereof.

Please list any other services your bank can perform for the Bexar Appraisal District. Items listed should relate to the District only, and not to employees or individuals associated with the District.

Proposer must complete the following schedules:

- Schedule 1: Financial Interest Disclosure
- Schedule 2: HB 89 (2017) Verification Form
- Schedule 3: Senate Bill 13 (2021) Verification Form
- Schedule 4: Senate Bill 19 (2021) Verification Form

DATED this _____ **day of** _____, **20**_____.

PROPOSER

BY _____

TITLE _____

DISTRICT FINANCIAL PERFORMANCE

| <u>YEAR</u> | <u>MONTH</u> | <u>OPERATING ACCT. BALANCE</u> | <u>INTEREST CHECKING SWEEP ACCT. BALANCE</u> | <u>TOTAL BALANCE IN ACCOUNTS</u> |
|-------------|--------------|------------------------------------|--|--------------------------------------|
| 2020 | SEP | 1,039,197 | 9,440,959 | 10,480,156 |
| | OCT | 1,134,232 | 7,941,330 | 9,075,562 |
| | NOV | 1,071,714 | 7,441,651 | 8,513,365 |
| | DEC | 2,252,140 | 7,441,966 | 9,694,106 |
| 2021 | JAN | 1,945,898 | 7,442,282 | 9,388,180 |
| | FEB | 298,561 | 7,442,567 | 7,741,128 |
| | MAR | 877,398 | 9,442,900 | 10,320,298 |
| | APR | 700,497 | 8,943,286 | 9,643,783 |
| | MAY | 1,401,025 | 6,943,626 | 8,344,651 |
| | JUN | 1,024,110 | 8,943,919 | 9,968,029 |
| | JUL | 1,257,197 | 7,944,291 | 9,201,488 |

SCHEDULE 1

FINANCIAL INTEREST DISCLOSURE

Proposers will acknowledge any financial interest in excess of \$5,000.00 of the following list of Directors and District staff members.

Mr. John Fisher
Director
302 Laramie Dr
San Antonio, TX 78209

Mr. George Torres
Director
8823 Lost Bend
San Antonio, TX 78240

Ms. Cheri Byrom
Director
15660 I.H. 35 South
Atascosa, TX 78002

Trish DeBerry
Director
101 W. Nueva, Suite 1007, 10th Floor
San Antonio, TX 78205

Mr. Albert Uresti
Director
P.O. Box 839950
San Antonio, TX 78283-3950

Mr. Roberto Treviño
Director
2106 Broadway
San Antonio, TX 78215

Mr. Mike Amezcuita
Chief Appraiser
411 N. Frio
San Antonio, TX 78207

Mr. Scott Griscom
Assistant Chief Appraiser
411 N. Frio
San Antonio, TX 78207

Mr. Rogelio Sandoval
Assistant Chief Appraiser
411 N. Frio
San Antonio, TX 78207

Ms. Linda Rodriguez
Personal Property Director
411 N. Frio
San Antonio, TX 78207

Ms. Laura Cantu
Human Resources Director
411 N. Frio
San Antonio, TX 78207

Mr. Mario Mancha
Commercial Director
411 N. Frio
San Antonio, TX 78207

Mr. Tom Allison
Residential Director
411 N. Frio
San Antonio, TX 78207

Ms. Crystal Khantharoth
Finance Director
411 N. Frio
San Antonio, TX 78207

Mr. Paul Thepuatrakul
Information Systems Director
411 N. Frio
San Antonio, TX 78207

Ms. Sarah Yanez
CIA Director
411 N. Frio
San Antonio, TX 78207

Mr. Keith Dailey
GIS Director
411 N. Frio
San Antonio, TX 78207

Mr. Charles Wise
Litigation Director
411 N. Frio
San Antonio, TX 78207

Signed Acknowledgement:

Signature: _____

Print Name and Title: _____

SCHEDULE 2
HB 89 (2017) VERIFICATION FORM



House Bill 89 (2017) Verification Form

I, _____, the undersigned representative of
(Name)

_____, (hereafter referred to as Company)
(Company)

being an adult over the age of eighteen(18) years of age, after being duly sworn by the undersigned notary, do hereby depose and verify under oath that the Company, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract the Company has with the Bexar Appraisal District.

Pursuant to Section 2270.001, Texas Government Code:

1. *“Boycott Israel” means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and*
2. *“Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company or affiliate of those entities or business associations that exist to make a profit.*

DATE

SIGNATURE OF COMPANY REPRESENTATIVE

SCHEDULE 3
SB 13 (2021) VERIFICATION FORM



Senate Bill 13 (2021) Verification Form

I, _____, the undersigned representative of
(Name)

_____, (hereafter referred to as Company)
(Company)

being an adult over the age of eighteen (18) years of age, after being duly sworn by the undersigned notary, do hereby depose and verify under oath that the Company, under the provisions of Subtitle A, Title 8, Government Code, is amended by adding Chapter 809:

1. Does not boycott certain energy companies currently; and
2. Will not boycott certain energy companies during the term of the contract the Company has with the Bexar Appraisal District.

Pursuant to Section 809.001, Texas Government Code:

1. *“Boycott energy company” means without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: engages in the exploration, production,, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law and*
2. *“Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or business associations that exist to make a profit.*

DATE

SIGNATURE OF COMPANY REPRESENTATIVE

SCHEDULE 4
SB 19 (2021) VERIFICATION FORM



Senate Bill 19 (2021) Verification Form

I, _____, the undersigned representative of
(Name)

_____, (hereafter referred to as Company)
(Company)

being an adult over the age of eighteen (18) years of age, after being duly sworn by the undersigned notary, do hereby depose and verify under oath that the Company, under the provisions of Subtitle F, Title 10, Government Code, is amended by adding Chapter 2274:

1. Does not discriminate against the firearm or ammunition industries; and
2. Will not discriminate against the firearm or ammunition industries during the term of the contract the Company has with the Bexar Appraisal District.

Pursuant to Section 2274.001, Texas Government Code:

1. *“Discriminate against a firearm entity or firearm trade association” means with respect to the entity or association to: refuse to engage in the trade of any goods or services with the entity or association bases solely on its status as a firearm entity or firearm trade association; refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; and does not include: the established policies of a merchant, retail seller or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories.*
2. *“Company” means a for-profit organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or associations that exist to make a profit. The term does not include a sole proprietorship.*

DATE

SIGNATURE OF COMPANY REPRESENTATIVE