



**FINANCIAL ADVISOR  
REQUEST FOR QUALIFICATIONS  
RFQ No. 2023-002**

The City of Donna requests Request For Qualifications for Financial Advisor Services for the City of Donna's Wastewater Treatment Plant Improvements Project which will be funded by the Texas Water Development Board through the Clean Water State Revolving Fund. Formal Sealed Request For Qualifications addressed to City Secretary, must be received by March 9, 2023 at 4:00 pm at 307 S. 12TH ST. Donna, Texas 78537. Request for Qualifications received past the aforementioned deadline shall not be accepted/considered.

Solicitation documents are available online on our website [www.cityofdonna.org](http://www.cityofdonna.org). Responses are to be submitted, in **paper copy** format.

Questions may be emailed to [jgonzalez@cityofdonna.org](mailto:jgonzalez@cityofdonna.org), please be sure to indicate the relative project number and project title. All issued Addendum(s), for this project, shall be posted on our website: [www.cityofdonna.org](http://www.cityofdonna.org).

The City of Donna reserves the right to refuse and reject any or all responses, to waive any or all formalities, or technicalities, and to accept the RFQ to be the best and most advantageous to the City of Donna and hold the response for a period of ninety (**90**) days without taking action.

**Envelopes must be clearly marked: PROJECT No.: 2023-002  
RFQ- FINANCIAL ADVISOR SERVICES**

City of Donna  
Norma Yanez  
City Secretary  
[citysecretary@cityofdonna.org](mailto:citysecretary@cityofdonna.org)

This contract is subject to the Environmental Protection Agency's (EPA) Disadvantaged Business Enterprise (DBE) Program, which includes EPA-approved fair share goals toward procurement of Minority and Women-owned Business Enterprise (M/WBE) businesses. EPA rules require that applicants and prime contractors make a good faith effort to award a fair share of contracts, subcontracts, and procurements to M/WBEs through demonstration of the six affirmative steps. For more details on the DBE Program and the current, applicable fair share goals, please visit [www.twdb.texas.gov/dbe](http://www.twdb.texas.gov/dbe).

This contract is to be funded through a loan obtained from the Texas Water Development Board as part of the Clean Water State Revolving Fund. A contract is contingent upon release of funds from the TWDB. Any contract awarded under this Request for Qualifications is expected to be funded in part by financial assistance from the TWDB. Neither the State of Texas nor any of its departments, agencies, or employees are or will be a party to this Request for Qualifications or any resulting contract.

Equal Opportunity in Employment - All qualified applicants will receive consideration for employment without regard to race, color, national origin, sex, religion, age, or handicap. Small and minority firms are encourage to submit RFQs for this project.