



Prepared For

# Jefferson Parish Hospital District No.2

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SOQ# 21-010: SERVE AS INVESTMENT  
MANAGER FOR JP HOSPITAL  
DISTRICT NO. 2  
Jefferson Parish Government

 [www.tcgservices.com](http://www.tcgservices.com)

 Office: 512-600-5200

 900 S. Capital of Texas Hwy, Suite 350, Austin, TX 78746





## EXECUTIVE SUMMARY

June 2, 2021

Jefferson Parish Government  
J.P. General Government Building  
200 Derbigny Street, Suite 4400  
Gretna, Louisiana 70053

**RE: SOQ 21-010 Serve as Investment Manager for JP Hospital District No. 2**

Dear Sir or Madam:

Thank you for the opportunity to present TCG Advisory Services, LLC (TCG)'s credentials as an Investment Advisory Consultant for the Jefferson Parish Government. We are pleased to submit this proposal for your consideration.

TCG is a fee-based investment advisory and consulting firm that works extensively with governmental and nonprofit organizations. TCG Advisory Services, LLC is a subsidiary of TCG Group Holdings, LLP, and along with its other subsidiaries offers a suite of services serving investment and retirement needs for institutions and individuals. TCG maintains a culture of transparency, efficiency, and trust. We have offices in Louisiana, California, New Mexico, Texas, Illinois and Kentucky are able to serve your needs in Jefferson Parish from both our corporate offices in Austin and our local offices in Louisiana.

Our dedication to the public sector is represented by the 21 years of experience in advising for managed funds for public entities. We currently manage over \$1.4 billion of public sector assets for approximately 124 clients. Combining our deep understanding of the capital markets, the needs of public sector investors, and the resources available to us, we can create and develop an investment strategy that can add significant value to the Jefferson Parish Hospital District No. 2.

We serve as a full Fiduciary to protect you from unnecessary exposure risk and minimize your administrative burdens. Bringing objectivity and independence through a non-commissioned, fee-based structure is a key benefit of working with TCG in your investment advisory needs. We are the kind of partner who remains close and in communication to help you navigate through the endless decisions and options that managing the Hospital District's assets presents.

We know you have choices in this space which is why we are committed to stand out by providing superior, tailored service and support from our experienced professionals and with our successful performance of returns.

TCG would be honored to be your Investment Advisory Services Consultant. Thank you for the opportunity to serve the Jefferson Parish Hospital District No. 2. Please contact us with any questions during this process.

Best Regards,

A handwritten signature in black ink, appearing to read "C. Jamail".

Christopher Jamail, CFP  
Chief Marketing Officer, Partner

Jefferson Parish Hospital District No. 2  
SOQ 21-010

## STATEMENTS OF AGREEMENT | PRICING

- Trusted Capital Group (TCG) attests that TCG is not listed on any federal, state, or local list ofK debarred, suspended and ineligible contractors or grantees.
- Trusted Capital Group (TCG) attests that our firm complies with the Department of Fair LaborK Standards Act and meets all equal employment and non-discrimination regulations.
- TCG accepts scope of work as stated and had no exclusions or modifications.
- TCG is committed to provide ongoing assistance on investments, economic updates, market advice, portfolio structure, trade execution and settlement. To further show TCG's experience and expertise, please find the additional sample reports in the Attachments portion of this proposal. They include:
  - Sample Portfolio Management Summary
  - Sample Financial Report
  - Sample Quarterly Review (Fi360)
- TCG agrees to delivery versus payment basis of all investments managed by TCG advisors.
- TCG partners with the leadership. This partnership includes turnkey, full-service assetK management advisors including investment policy review, investment strategy, cash flow analysis internal procedures and processes, delivery and settlement oversight, accounting compliance, and market research. We monitor and recommend improvements that align and adapt to Alamo RMA's needs. We will always attend meetings and keep continual communication with the leadership and Board of Directors that best fits your process.
- TCG's core values include strong ethical philosophy so all recommendations will be compliant withK PFIA.
- Pricing: TCG proposes a flat annual fee of \$40,000 for services requested.
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**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**SOQ 21-010 SERVE AS INVESTMENT MANAGER FOR JP HOSPITAL  
DISTRICT NO. 2**

Jefferson Parish Government

Project documents obtained from [www.CentralBidding.com](http://www.CentralBidding.com)

05-May-2021 03:35:00 PM

## General Professional Services Questionnaire

### General Professional Services Questionnaire Instructions

- The General Professional Services Questionnaire shall be used for all professional services except outside legal services and architecture, engineering, or survey projects.
- **The General Professional Services Questionnaire must be completely filled out. Complete ALL sections. Insert “N/A” or “None” if a section does not apply or if there is no information to provide.**
- Questionnaire must be dated and signed by an authorized representative of the Firm.
- All subcontractors must be listed in the appropriate section of the Questionnaire. All subcontractors must provide a fully completed copy of this questionnaire, applicable licenses, and any other information required by the advertisement.
- If additional pages are needed, attach them to the questionnaire and include all applicable information that is required by the questionnaire.
- Failure to properly complete this General Professional Services Questionnaire will result in the proposal being deemed not qualified pursuant to Section 2-928(a) of the Jefferson Parish Code of Ordinances, and the proposal will not be evaluated or scored.
- Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no “conflicts of interest” related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

# General Professional Services Questionnaire

**A. Project Name and Advertisement Resolution Number:**

SOQ 21-010 SERVE AS INVESTMENT MANAGER FOR JP HOSPITAL  
DISTRICT NO. 2  
Jefferson Parish Government

**B. Firm Name & Address:**

TCG Advisory Services, LLC  
900 S. Capital of Texas Hwy  
Suite 350  
Austin, Texas 78746

**C. Name, title, & contact information of Firm Representative, as defined in Section 2-926 of the Jefferson Parish Code of Ordinances, with at least five (5) years of experience in the applicable field required for this Project:**

Christopher Jamail, CFP - Partner, Chief Marketing Officer

**D. Address of principal office where Project work will be performed:**

900 S Capital of Texas Hwy, Ste 350, Austin, TX 78746

TCG Advisory Services, LLC also has offices in Louisiana should the JP Hospital System Leadership require in person meetings or access.

**E. Is this submittal by a JOINT-VENTURE? Please check:**

YES \_\_\_\_\_ NO

If marked "No" skip to Section H. If marked "yes" complete Sections F-G.

**F. If submittal is by JOINT-VENTURE, list the firms participating and outline specific areas of responsibility (including administrative, technical, and financial) for each firm. Please attach additional pages is necessary.**

1.

N/A

2.

## General Professional Services Questionnaire

G. Has this JOINT-VENTURE previously worked together? Please check: YES \_\_\_\_\_ NO \_\_\_\_\_

H. List all subcontractors anticipated for this Project. Please note that all subcontractors must submit a fully completed copy of this questionnaire, applicable licenses, and any other information required by the advertisement. See Jefferson Parish Code of Ordinances, Sec. 2-928(a)(3). Please attach additional pages if necessary.

	Name & Address:	Specialty:	Worked with Firm Before (Yes or No):
1.	None TCG Does not use subcontractors for key services.		
2.			
3.			
4.			
5.			



# General Professional Services Questionnaire

**I. Please specify the total number of support personnel that may assist in the completion of this Project:**  
 4 - 5 \_\_\_\_\_

**J. List any professionals that may assist in the completion of this Project. If necessary, please attach additional documentation that demonstrates the employment history and experience of the Firm's professionals that may assist in the completion of this Project (i.e. resume). Please attach additional pages if necessary.**

## PROFESSIONAL NO. 1

**Name & Title:** Garrett Pittman, AIF - Vice President, Institutional Investments

**Name of Firm with which associated:** TCG Advisory Services, LLC & TCG Consulting Services, LLC

**Description of job responsibilities:**

Garrett has been with TCG since 2012 and specializes in institutional investment consulting, retirement plan design, and service provider evaluation. He acts in a fiduciary capacity to public sector institutions manage their investment choices and ensure plan sponsors are delivering the best possible retirement outcomes for their employees. A graduate of the University of Texas at Austin, he started his financial services career as a Registered Representative for Charles Schwab in 2000, he also specialized in individual stock selection and options trading with Merrill Lynch. Garrett earned his MBA from the Thunderbird School of Global Management at Arizona State University. He holds FINRA licenses: Series 65, Series 7, Series 64 and has earned the Accredited Investment Fiduciary(AIF) designation. Garrett will be the primary contact and the dedicated team lead for Jefferson Parish Hospital District No. 2.

**Years' experience with this Firm:**

Garrett has been with TCG Advisory Services since 2012.

**Education: Degree(s)/Year/Specialization:**

Garrett is a graduate of the University of Texas at Austin, while working in the financial services industry, he earned his MBA degree from the Thunderbird School of Global Management at Arizona State University.

**Other experience and qualifications relevant to the proposed Project:**

Garrett has earned the Accredited Investment Fiduciary (AIF) designation. He currently also holds FINRA licenses including; Series 65, Series 7, Series 63. Garrett has been TCG's leader in service clients seeking investment advisory services. He focuses on public entities including special districts, governing authorities, counties and cities.

# General Professional Services Questionnaire

## PROFESSIONAL NO. 2

**Name & Title:** Eric Light - Portfolio Manager

Eric Light - Portfolio Manager / Trading

**Name of Firm with which associated:**

TCG Advisors (TCG) - TCG Consulting - (subsidiaries of TCG Group Holdings, LLP)

**Description of job responsibilities:**

As a portfolio manager, Eric develops strategies and manages portfolios for both institutional and individual clients. He works in conjunction with the account managers to ensure TCG is delivering first-rate portfolio management experience and ensure client expectations are met and exceeded. Eric is solely dedicated to the management of fixed income portfolios. Eric will manage the investment analysts who help support the portfolio management process.

**Years' experience with this Firm:**

After 9 years in the financial services industry, Eric joined TCG in 2018. Prior to this experience he was a chemical engineer with Shell Oil Company. He joined Bank of America in 2009 after earning his MBA from Columbia Business School. At Bank of America, Eric worked in fixed income trading before moving to Austin to join TCG in 2018.

**Education: Degree(s)/Year/Specialization:**

Eric holds a BS degree in chemical engineering from Vanderbilt University and a MBA from Columbia University.

**Other experience and qualifications relevant to the proposed Project:**

Eric's expertise in fixed income trading at Bank of America and his experience managing assets for our public entity clients brings a seasoned, disciplined experience and approach to the Hospital District.

## General Professional Services Questionnaire

<b>PROFESSIONAL NO. 3</b>
<b>Name &amp; Title:</b> Chris Jamail, CFP - Partner, Chief Marketing Officer
Chris Jamail, CFP - Partner, Chief Marketing Officer
<b>Name of Firm with which associated:</b>
TCG Group Holdings, LLP & all subsidiaries including TCG Advisory Services, LLC, TCG Consulting, LLC and TCG Administrators, LLC.
<b>Description of job responsibilities:</b>
Chris is responsible for strategic business development, managing company-wide marketing efforts and overseeing investment advisor strategy. In addition to serving as CMO, Chris operates as head of the investment committee, oversees a team of professionals who have responsibilities such as managing and monitoring investment activity, and directs the investment strategy for the firm's clients.
<b>Years' experience with this Firm:</b>
Chris has been with TCG since 2001
<b>Education: Degree(s)/Year/Specialization:</b>
Chris holds a BBA degree in Marketing from Texas A& M University and has also earned the Certified Financial Planner (CFP) designation.
<b>Other experience and qualifications relevant to the proposed Project:</b>
In addition to the strategic business development, Chris works to grow the TCG "ecosystem" to improve the financial situation for clients and creating a company of enduring value. Chris also brings experience as a financial advisor working with clients and managing investment assets. He has held the role of Chief Operating Officer and Chief Investment Officer with TCG.

# General Professional Services Questionnaire

## PROFESSIONAL NO. 4

### **Name & Title:**

David Rodriguez - Director of Government Services

### **Name of Firm with which associated:**

TCG Advisors (TCG) - TCG Consulting - (subsidiaries of TCG Group Holdings, LLP)

### **Description of job responsibilities:**

As Director of Government Services, David manages the implementation of institutional consulting services for cities, counties and other public entity clients. David is responsible for the day-to-day interaction with government officials and staff as well as his efforts to develop and enhance relationship with City leaders and affiliated associations across the Southern United States.

### **Years' experience with this Firm:**

David is the first to hold the position of Director of Government Services and joined TCG in March of 2021 after a long tenure with the Texas Municipal Retirement System (TMRS) where he served for 24 years ultimately as the Senior Regional Manager.

### **Education: Degree(s)/Year/Specialization:**

David holds a BS degree in Political Science from Texas Tech University and a MBA degree from Jones University. Additionally, he holds the highly regarded, Certified Public Manager (CPM) designation.

### **Other experience and qualifications relevant to the proposed Project:**

David began his career with New York Life as Regional Sales Manager and transitioned to TMRS where he held various positions including Regional Representative, Regional Manager and Senior Regional Manager. His ability to meet and understand the needs of public entities and their specific concerns in managing public funds and assets makes David a strong part of the dedicated TCG team.

# General Professional Services Questionnaire

## PROFESSIONAL NO. 5

**Name & Title:**

**Name of Firm with which associated:**

**Description of job responsibilities:**

**Years' experience with this Firm:**

**Education: Degree(s)/Year/Specialization:**

**Other experience and qualifications relevant to the proposed Project:**



# General Professional Services Questionnaire

**K. List all prior projects that best illustrate the Firm's qualifications relevant to this Project. Please include any and all work performed for Jefferson Parish. Please attach additional pages if necessary.**

## PROJECT NO. 1

<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
<p>Katy Independent School District 281-396-6000 6301 S. Stadium lane Katy, TX 77494</p> <p>Brian Schuss - Asst. Superintendent brianhschuss@katyisd.org</p>	<p>In mid 2019, we were given the opportunity to invest ~\$120mm of a client's funds and were tasked with asset/liability matching per the cash flow needs of the client. Given the investing environment at the time, overnight yields were at the same or greater levels than term instruments. Though the client expressed a desire to maintain the majority of these funds in overnight instruments given the yields, we were able to make a case for locking in yields across multiple points of the yield curve given the increasing odds of an imminent Federal Reserve rate cutting cycle. While still ensuring we maintained a prudent amount of funds in overnight pools with daily liquidity, we were able to lock in yields in excess of 2% for terms of 1-1.5 years for a significant portion of their investment. As the Fed cut rates in July, overnight rates quickly fell and the client was able to maintain a significantly higher investment income while meeting cash flow needs and continues to see the benefit of those investments.</p>
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>
2019 - ongoing	\$40,000 per year

## PROJECT NO. 2

<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
<p>Pflugerville Independent School District, Texas 1401 W. Pecan Street Pflugerville, TX 78660</p> <p>Douglas Killian, Superintendent 512-594-2600 douglas.killian@pflisd.net</p>	<p>Many of our institutional clients historically utilized 1-3 broker dealers. Of those, many were local, relatively small and had limited access to inventory and competitive pricing. As part of our onboarding process, we evaluate each client's access to broker dealers and work with the client to broaden that access according to their policies to ensure we can always achieve best execution. This example is of a communication we used with one public fund client to convince them of the need to expand their access to the market. "Determining an appropriate number of broker dealers to approve is a balance as more broker dealers require additional administration and monitoring while less may not provide the liquidity and inventory to optimize the management and execution of your portfolio. Small and medium sized broker dealers tend to specialize in certain areas of the market, such as agencies, brokered CDs or taxable municipal bonds. we</p> <p>We also prefer to maintain several large, primary dealers on the approved list to give us the opportunity to get optimal pricing on large issue, liquid securities such as treasuries and benchmark agency bonds. These dealers also have larger balance sheets and are generally able to hold and carry more inventory.</p> <p>When we have too few broker dealers, we may be forced to purchase a security that an unapproved broker dealer holds in inventory through an approved broker dealer. This results in additional transaction costs as the holding dealer charges the purchasing broker dealer a cost and that cost is then passed through to the final purchase price. Even though this additional transaction costs as the holding broker dealer charges the purchasing broker dealer a cost and that cost is then passed through to the final purchase price. Even though this security may still represent the best value after transaction costs, we would prefer to have direct access to the holder of the inventory to minimize costs and maximize your returns."</p>
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>
2018 - ongoing	\$45,000 per year

## General Professional Services Questionnaire

<b>PROJECT NO. 3</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>

<b>PROJECT NO. 4</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>

## General Professional Services Questionnaire

<b>PROJECT NO. 5</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>

<b>PROJECT NO. 6</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>

## General Professional Services Questionnaire

<b>PROJECT NO. 7</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>

<b>PROJECT NO. 8</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>

## General Professional Services Questionnaire

<b>PROJECT NO. 9</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>

<b>PROJECT NO. 10</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>

