REQUEST FOR PROPOSALS

Submission Deadline: October 23, 2026

The Valley Symphony Orchestra is accepting proposals from wealth management firms to provide services to our organization. We invite interested firms to submit a brief proposal by **October 23, 2026**. A description of our organization, the services needed, and other pertinent information follows.

Background

The Valley Symphony Orchestra (VSO), celebrating its 75th anniversary in 2026/27, is a 501c3 nonprofit arts organization with a mission to engage and inspire the Rio Grande Valley through live orchestral and ensemble performances, educational programs, and community events. Annual revenues are currently budgeted at approximately $1.3 million and fiscal year runs from June 1 - May 31. The VSO employs five full time staff members and major sources of revenue include ticket sales, donations, sponsorships, grants, and one gala. (This season's gala will be April 30, 2027).

The organization currently holds a board-restricted amount of **$500,000** that was part of a gift from a generous benefactor. We seek services for responsibly stewarding the portfolio and growing it for future symphony projects.

Your Response to This Request for Proposal

Your response should include a reply to each of the requirements below and should be a maximum of ten pages in length.

1. Provide an executive summary of the reasons why the VSO should engage your firm to provide wealth management services.

2. Provide a brief history of your firm and parent organization if applicable. Describe the ownership structure of your firm, including specific details with regard to your parent company.

3. Please describe the investment services your organization provides, and describe your firm's experience in providing investment management and advisory services to nonprofit organizations that are similar in size and mission to the VSO.

4. Describe your approach to assisting organizations of similar size and mission as the VSO in developing wealth management tools such as policies and procedures.

5. Please identify the key staff who would be involved in serving our account and their experience with nonprofit organizations. How often are these individuals willing to meet with the Finance Committee and Board of Directors?

6. Do you receive any direct or indirect compensation for recommending investment managers or any investment product? If so, what is the compensation arrangement?

7. How often are client reports produced and delivered? Please include a sample of performance evaluation reports and statements (quarterly or other) you might provide for organizations of similar size or mission as the VSO.

8. Describe how performance metrics are chosen or developed.

9. Describe your fee structure, including investment advisory or consulting fees, portfolio management fees, fees charged by third party managers or custodians and any underlying expenses associated with sub-advisors, mutual funds, exchange-traded funds, or other pooled investment vehicles.

10. Please provide an overview of additional considerations and/or services you may propose for the VSO's wealth management services.

If your firm is selected as a finalist, please be prepared to:

1. Provide a list of nonprofit or similar size/industry clients.
2. Provide three (3) references.
3. Participate in a 15 minute presentation/Q&A with the VSO Finance Committee or Subcommittee in the first week of November 2026.
4. Provide details on the procedure of transitioning VSO wealth management to your firm, including necessary steps and timeline.

Key Personnel and Information:

The following are key organizational staff and board members that you may contact regarding any questions as you prepare your proposal:

David Lobel, Executive Director
david@valleysymphony.org 956-661-1615

Nina Torkelson, MD, Board Member and Chair of Endowment Committee
ninatorkelson@gmail.com (best by phone: 956-343-3146)

Current account statements and investment policy statements are available upon request.

Proposal Deadline
The deadline for receipt of proposals is close of business on October 23, 2026.

Please send an electronic copy of your proposal to ninatorkelson@gmail.com and david@valleysymphony.org with a subject heading that includes: **VSO RFP 2026**

Evaluation of Proposals
The VSO Finance Committee will evaluate proposals as they are received.