

PASSAIC COUNTY IMPROVEMENT AUTHORITY
PUBLIC NOTICE

Notice is hereby given that the Passaic County Improvement Authority (the "Authority") will be seeking qualifications for the provision of certain professional and extraordinary unspecifiable services. The qualifications are being sought as part of a fair and open process being undertaken by the Authority pursuant to N.J.S.A. 19:44-20.4 et seq.

Responses to provide the services will be received by the Authority at its offices located at 401 Grand Street, Room 417, Paterson, New Jersey 07505, until 11:00 a.m. prevailing time, on February 10, 2021, at which time the responses will be publicly opened and the name of the responder shall be read aloud.

Qualifications will be accepted for the following:

UNDERWRITING SERVICES. The Authority is seeking the services of an underwriter in connection with the issuance of bonds in connection with projects and financings that the Authority may undertake within the following year. The minimum threshold criteria and considerations that will be utilized for the evaluation of the responses shall be as follows:

- a) Qualifications and experience of the firm in providing guaranteed underwriting services for governmental bonds as well as services relating to the marketing and pricing of bonds for governmental entities in the State of New Jersey. The successful firms/entities will have performed underwriting services for governmental and conduit financing entity bonds of at least \$3 billion in the last five (5) years and will have demonstrated adequate experience and ability with regard to the marketing and sale of governmental bonds.
- b) Technical approach in marketing, pricing and underwriting an issuance of governmental bonds.
- c) Qualifications and experience of the proposed staff that would be working on this account.

Individuals and/or firms are to submit their responses evidencing that it meets the minimum requirements, along with any other information it would like the Authority to review to. At a minimum, the individual and firm is to provide the following information:

- a) Describe your firm's organizational structure, including office location.
- b) Identify the individuals from your firm who will be primarily and directly responsible for providing services to the Authority (include the name and telephone number for the lead banker, lead underwriter and any quantitative personnel).

c) Provide three references to public issuers to which your firm has provided similar services in the past five (5) years that can be contacted by the Authority during the RFQ process. Include the issuer name and contact person (title, address, telephone number and e-mail address (if available)). Indicate your role and a list of financing transactions completed for that issuer.

d) Respondent(s) must identify any conflict of interest that may arise from providing services to the Authority. The Authority reserves the right: 1) to disqualify any Respondent or reject any proposal at any time solely on the grounds that a real or perceived legal or policy conflict of interest is presented; 2) to require the Respondent to take any action or supply information necessary to remove the conflict; or 3) to terminate any contract from this solicitation if any such relationship would constitute or have potential to create a real or perceived conflict of interest that cannot be resolved to the Authority's satisfaction.

The Authority shall select the professionals or business entities and enter into an appropriate contract for the provision of the services so advertised, on a project by project or financing by financing basis. Selection shall be by resolution of the Authority. The Authority reserves the right to cancel or amend this process at any time and to deem any requirement as not material.

Individuals and/or firms are to submit one (1) copy and one (1) digital copy (USB drive) of their responses to Nicole S. Fox, Executive Director, Passaic County Improvement Authority, 401 Grand Street, Room 417, Paterson, New Jersey 07505 no later than 11:00 a.m. on February 10, 2021. Questions concerning this notice may be directed to Nicole S. Fox at (973) 881-4550.

The foregoing represents the full RFQ for these services. Should there be any changes, additions, modifications, or questions and answers regarding this RFQ, they will be posted on the Authority's official website at www.passaiccountynj.org/PCIA.