

DOUGLAS COUNTY BOARD OF COMMISSIONERS

REQUEST FOR QUALIFICATIONS

UNDERWRITING SERVICES

SOLICITATION NO. 17-005

Douglas County (the “County”) is soliciting qualifications from qualified underwriting firms to underwrite the County’s bond issue(s). The Douglas County SPLOST Program was approved by Douglas County voters on November 8, 2016 for the purpose of funding the building of parks, schools, roads, and other public facilities. The proposed SPLOST would last for six (6) years with projected revenues from approximately \$130 million to \$160 million. Douglas County’s portion, per agreements with the cities of Villa Rica, Douglasville, and Austell, is projected anywhere from \$96 million to \$115 million depending on sales tax revenues.

The County, with the input of its Municipal Advisor, Terminus Municipal Advisors, LLC (see IRMA notice) is seeking to issue bonds to fund some of the projects. While a specific amount has yet to be determined, the County has the option to issue bonds in an amount not to exceed \$110 million.

The timing and structure for each bond issue will be determined by the County in consultation with the County’s independent financial advisor based upon the facts and circumstances at the time.

SECTION II- Scope of Services

The services to be provided include, but are not limited to, the following:

- Assume primary responsibility for all activities associated with marketing and selling of the Bonds, including the development of a marketing plan;
- Assist as required in the preparation of preliminary and final official statements and such other documentation as may be required to issue, market and sell the bonds
- Supervise as required the preparation of a bond purchase agreement and agreement among underwriters, if applicable;
- Underwrite any unsold maturities of bonds;
- Provide a report of orders and proposed allotments for County approval;
- Provide a final report summarizing the sale of the bonds.
- Assist in preparation of any and all resolutions authorizing the issuance and sale of any bonds, notes, or execution of investment agreements.
- Assist in preparation of documents necessary to bond issues/financial transactions including form of sale, opinions, and amendments.
- Assist in preparation of the Preliminary Official Statement, the Official Statement and any other documents which may be distributed in connection with any sale or investments.
- Upon closing, assist in the timely filing and delivery of all appropriate documentation to the Internal Revenue Service and other agencies as required.

The Qualifications due date is February 10, 2017, no later than 2:00 PM EST. Qualifications will be opened at 2:00 PM EST on the Qualifications Due Date in the Purchasing Qualifications Opening Room on the third floor of the Courthouse. You are invited to attend, or submit your Qualifications prior to the deadline. Each response should be marked on the outside of the envelope with: **“Sealed Qualifications for Underwriting Services, Solicitation No. 17-005”**.

Douglas County reserves the right to waive any informalities, to reject any and all Qualifications, to evaluate Qualifications, to accept portions of any Qualifications and to accept any Qualifications, which in its opinion, may be in the best interest of the County. The County reserves the right to add to or delete from the contract after the contract has been awarded.

No Qualifications will be received or accepted after the above specified date and time of the Qualifications opening. Qualifications submitted after the designated date and time will be deemed invalid and returned unopened to the firm.

No Qualifications may be withdrawn within thirty (30) days after the Qualifications opening and all Qualifications shall remain firm during this period.

Ad dates: 1/27 & 1/29