

**ALAMEDA COUNTY BOARD OF SUPERVISORS
MINUTE ORDER**

The following action was taken by the Alameda County Board of Supervisors on 11/03/2015

Approved as Recommended

Other

Unanimous **Chan:** **Haggerty:** **Miley:** **Valle:** **Carson:** - 4

Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

Documents to be signed by Agency/Purchasing Agent:

File No. 29646

Item No. 41

Copies sent to:

Kai M. Mander

Special Notes:



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:

Clerk of the Board
Board of Supervisors

By: _____

Rhonda Bailey

Deputy

C O U N T Y A D M I N I S T R A T O R



SUSAN S. MURANISHI
COUNTY ADMINISTRATOR

October 19, 2015

Honorable Board of Supervisors
Administration Building
1221 Oak Street, Suite 555
Oakland, CA 94612

Dear Board Members:

SUBJECT: SELECTION OF FINANCIAL SERVICES POOLS

RECOMMENDATION:

Approve the selection of the following firms as members of the County's financial services pools for the period of December 1, 2015 to September 30, 2017:

Bond Counsel

- Hawkins, Delafield & Wood, LLP (Principal: Sean Tierney; Location: San Francisco)
- Kutak Rock, LLP (Principal: Sam S. Balisy; Location: Los Angeles)
- Nixon Peabody LLP (Principal: Travis C. Gibbs; Location: San Francisco)
- Norton Rose Fulbright US LLP (Principal: Don Hunt; Location: Los Angeles)
- Orrick Herrington & Sutcliffe LLP (Principal: Mary Collins; Location: San Francisco)
- Schiff Hardin LLP (Principal: William M. Lofton; Location: San Francisco)
- Sidley Austin LLP (Principal: Eric D. Tashman; Location: San Francisco)

Financial Advisors

- First Southwest Company LLC (Principal: Joseph T. Yew, Jr.; Location: Oakland)
- KNN Public Finance (Principal: David Brodsky; Location: Oakland)
- Montague, DeRose & Associates LLC (Principal: Frank Perdue; Location: Walnut Creek)
- Public Financial Management, Inc. (Principal: Robert Gamble; Location: San Francisco)
- Public Resources Advisory Group (Principal: Jocelyn Mortensen; Location: Oakland)
- TKG & Associates (Principal: Charlotte Knight-Marshall; Location: San Francisco)

Underwriters

- Backstrom McCarley Berry & Co., LLC (Principal: Vincent McCarley; Location: Oakland)
- Bank of America Merrill Lynch (Principal: Byron Rockwell; Location: San Francisco)
- Barclays Capital, Inc. (Principal: Michael Gomez; Location: San Francisco)
- Blaylock Beal Van, LLC (Principal: Bernard Beal; Location: Oakland)
- Citigroup Global Markets (Principal: Alex Zaman; Location: San Francisco)
- Goldman, Sachs & Co. (Principal: Ian Parker; Location: San Francisco)

- JP Morgan Securities (Principal: Michael Carlson; Location: San Francisco)
- Loop Capital Markets (Principal: Jason P. Richter; Location: Los Angeles)
- Morgan Stanley & Co. LLC (Principal: Margaret Backstrom; Location: San Francisco)
- Raymond James & Associates, Inc. (Principal: Robert Larkins; Location: San Francisco)
- RBC Capital Markets (Principal: Celeste Davis; Location: San Francisco)
- Siebert Brandford Shank & Co., LLC (Principal: Gary Hall; Location: Oakland)
- Stifel Nicolaus & Company, Inc. (Principal: Holly Vocal; Location: San Francisco)
- Wells Fargo Bank, N.A. (Principal: Nikolai J. Sklaroff; Location: San Francisco)

DISCUSSION/SUMMARY:

It has been the County's practice since 1998 to select members of its financing teams from pre-qualified pools of Bond Counsel, Financial Advisors, and Underwriters. The current financial services pools were established by your Board on October 16, 2012 for the period October 1, 2012 to September 30, 2015. On July 2, 2013, your Board added three firms with experience and expertise in the area of housing to the financial advisor pool. The process to refresh and update the pools began in the spring of this year, with responses due on September 1, 2015. On October 6, 2015, your Board approved extending the existing pools by two months to November 30, 2015, to allow sufficient time to review all bids submitted.

The action before your Board would establish new financial services pools for a period of December 1, 2015 to September 30, 2017, based on the recommendations of the CAO Ad Hoc Finance Advisory Committee, which reviewed all bids submitted as part of a Request for Pre-Qualifications. The establishment of new pools will allow the County to select firms for upcoming financings that reflect an appropriate mix of local, regional and national firms with sufficient breadth and depth to address highly specialized and complex areas of municipal finance. All selections for specific transactions will be made in consultation with the Finance Advisory Committee and presented to your Board for approval.

SELECTION CRITERIA/PROCESS:

The County Administrator's Office (CAO) has determined that the County does not currently have the resources to provide bond counsel, financial advisory and underwriting services. The CAO worked with the General Services Agency (GSA)—Procurement & Support Services to develop and issue a Request for Pre-Qualifications (RFPQ) for admission to the bond/disclosure counsel, financial advisory and underwriting services pools. On August 12, 2015, GSA posted the RFPQ on the County's Web site and emailed an EGOV bulletin to 3,706 subscribers of the GSA Professional Services Current Contracting Opportunities mailing list, including certified Small Local Emerging Businesses (SLEB). GSA also faxed or emailed a notice regarding the RFPQs to 17 Local Chambers of Commerce/Trade Organizations and submitted a notice for publication in the Inter-City Express newspaper. On August 13, 2015, GSA emailed all firms in the CAO's contact lists and called all contacts without email addresses to obtain proper email addresses if possible.

Proposals were due on September 1, 2015. Forty-two bids were submitted by the due date, and all passed a screening by GSA. A County Selection Committee (CSC) comprised of staff from the County Administrator's Office, Auditor-Controller, Treasurer-Tax Collector and County Counsel's Office then completed its evaluation of the submittals.

On October 6, 2015, the County Administrator's Ad Hoc Finance Advisory Committee interviewed those firms that were not in the existing pool that had been rated as "pre-qualified" by the County Selection Committee. The Finance Committee interviewed and recommended including seven firms that are not in the existing pools. In addition, the Finance Committee recommended keeping firms in the current pool that had submitted a bid in the recent procurement and that had met the pre-qualification standard established by the RFPQ.

FINANCING:

Fees for the completion of financings will be paid from the proceeds of future transactions. For fees not related to specific transactions, costs will be covered within existing appropriations. There is no net county cost resulting from these actions.

Very truly yours,



Susan S. Muranishi
County Administrator

SSM:KMM:mcp

V:\FMU\Debt Financing\Finance Teams\Board Letters\Finance Pool extension Letter 9_30_17

c: County Administrator's Finance Advisory Committee
Financial Services Pool Members