



## COUNTY ADMINISTRATOR'S OFFICE

Susan S. Muranishi, County Administrator

### MEMORANDUM

December 2, 2024

TO: Interested Parties

FROM: Susan S. Muranishi, County Administrator

SUBJECT: Request for Qualifications – Bond and Disclosure Counsel Services

The County of Alameda is seeking Statements of Qualifications from law firms interested in being admitted to the County's Bond and Disclosure Counsel Pool. Firms admitted to the pool may be appointed to serve as lead bond counsel, co-bond counsel, disclosure counsel, or co-disclosure counsel, for bonds, commercial paper notes, and other debt obligations issued by the County. Firms may also be engaged for legal and advisory services related to public finance and/or affordable housing matters as the need might arise.

The County is also seeking a Supplemental Statement of Qualifications from firms interested in serving as on-going disclosure counsel.

Based on the responses to this request, the County anticipates selection of a pool of firms which would provide bond and disclosure counsel services on an as-needed basis over a three-year period. The County may also choose to select on-going disclosure counsel; it is anticipated that a firm selected under this category would enter into contract with the County for a three-year period. The number of debt financings to be completed during this period cannot be determined, but could include a variety of affordable housing and capital projects.

Firms interested in being considered for selection should submit responses to the attached Request for Qualifications (RFQ) no later than **4:00 p.m. on February 24, 2025**, to:

Alameda County Administration Building  
County Administrator's Office  
1221 Oak Street, 5<sup>th</sup> Floor, Suite 555  
Oakland, CA 94612  
[IsaacHao.Li@acgov.org](mailto:IsaacHao.Li@acgov.org)

**ATTENTION: Isaac Li**

Please submit ten (10) bound copies, one (1) unbound copy and one (1) electronic copy no later than 4:00 p.m. (PST) on February 24, 2025. Responses received after this day and time will not be considered.

SSM:POC

Attachment

c: Each Member, County Administrator's Finance Advisory Committee