



## 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 – Municipal Bond Underwriting Services

The County of Alameda is seeking Statements of Qualifications from firms interested in being admitted to the County's Underwriting Pool. Firms included in the pool may be appointed to serve as underwriters for future debt financing and refunding opportunities. This RFQ has been sent to more than three firms.

Based on the responses to this request, the County anticipates selection of a pool of firms which would provide municipal bond underwriting services on an as-needed basis over a three-year period. The number of debt financings to be completed during this period can not be determined, but could include a variety of capital projects, affordable housing projects, and the refunding of current issuances.

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