CITY AND COUNTY OF HONOLULU
REQUEST FOR QUALIFICATIONS OF
UNDERWRITERS
FOR MUNICIPAL BOND FINANCING

The City and County of Honolulu, Department of Budget and Fiscal Services, is seeking statements of qualifications from firms interested and qualified as Underwriter for various Municipal Bond financing. Interested firms are requested to submit to the Chief of Treasury, Division of Treasury, Department of Budget and Fiscal Services, City and County of Honolulu, 530 South King Street, 1st Floor, Honolulu, Hawaii 96813, a statement of qualifications in the manner specified under STATEMENTS OF QUALIFICATIONS and expressions of interest for evaluation and inclusion on a list of qualified underwriters.

Whenever circumstances require, the Department of Budget and Fiscal Services will select an underwriter from the resulting pre-qualified list. There is no guarantee that the submission of a Statement of Qualifications will result in an inclusion to the pre-qualified list or an award of a contract to serve as Underwriter for a public financing. All material submitted in response to the RFQ will become the property of the City and County. The City and County reserves the right to reject any or all Statements of Qualifications.

STATEMENTS OF QUALIFICATIONS

One original and three copies of the Statement of Qualifications shall be submitted along with a letter of interest expressing preference in serving as a Senior Manager and/or Co-Manager, and the types of bond issues. The Statement of Qualifications should include, at a minimum, the following information:

1. The name of the firm or person, the principal place of business, and locations of all of its offices.

2. The age of the firm and its average number of employees over the past five years.

3. Experience:

    a. Summarize your firm's ability to provide underwriting services for tax-exempt municipal bonds, including general obligation, revenue, community facilities district, anticipation notes, special assessment, private activity, 501(c)3, and housing bonds.
    b. Describe your firm's experience with tax-exempt obligations in the State of Hawaii.
    c. Securities Data Company, Inc. ranking as Senior Manager, Co-Manager, Negotiated Senior Manager, and Competitive Senior Manager for each of the past five years in long term general obligation bonds, wastewater revenue bonds, water revenue bonds, multi-family housing bonds, community facility district bonds, etc.

4. Resumes of key personnel who would be involved in providing underwriting services to the City and County of Honolulu, including area of expertise, number and amount of bonds participated in, and capacity of involvement (Senior, Co-Senior, Co-Manager, Analyst, etc.). Detail each individual's experience with Hawaii bond issues.

5. The names and phone numbers of up to five clients who may be contacted, including at least two for whom services were rendered during the preceding year.

6. Disclose any lawsuits or administrative actions taken against you by the Federal Government, a state, or a municipality during the past three years related to public finance. Disclose the nature and status of the action. If none, so indicate.

7. Discuss the firm's institutional and retail marketing, distribution, and remarketing capabilities both nationally and in Hawaii. Identify how many full-time employees are dedicated to the sales and trading of municipal securities and the firm's average trading volume in Hawaii municipal bonds. Describe how your firm would assist the City in improving their image with the municipal investor community in order to assure the widest distribution of their bonds at the lowest interest rate possible.

8. Describe any support services provided to the City subsequent to the completion of a financing. Indicate any charges or fees associated with such services.

9. Any promotional or descriptive literature, which the firm desires to submit.

10. Disclosure of any conflict of interest in providing services for the City and County of Honolulu.

The letter of interest and Statement of Qualifications shall be submitted and received by the Chief of Treasury, Division of Treasury, Department of Budget and Fiscal Services, no later than 4:00 P.M., Hawaiian Standard Time on June 24, 2005. NO FACSIMILES WILL BE CONSIDERED. Any inquiries may be directed to the Chief of Treasury at (808) 527-5673.

MARY PATRICIA WATERHOUSE, Director
Department of Budget and Fiscal Services
By order of MUFI HANNEMANN, MAYOR
City and County of Honolulu