

**PERALTA COMMUNITY COLLEGE DISTRICT  
Board of Trustees Agenda Report  
For the Trustee Meeting Date of May 13, 2014**

**ITEM TITLE:** *(Please define the subject; e.g., change order – Berkeley City College)*  
Consider approval of contracts for Underwriter services for future District debt financings.

**SPECIFIC BOARD ACTION REQUESTED:**

Consider approval of contracts for Underwriter services for District bonds including General Obligation, OPEB and Parcel Tax with Barclays, Piper Jaffray, Raymond James, Siebert and Stifel

**ITEM SUMMARY:** *(PLEASE DISCUSS THIS ITEM. IF A VENDOR IS INVOLVED, PLEASE INCLUDE THE COMPANY NAME AS WELL AS THE INDIVIDUAL.)*

**Summary of RFP and Selection of Underwriting Team**

Peralta Community College District solicited requests for qualifications for firms interested in providing underwriting services for the District's General Obligation Bond Program, the Other Post- Employment Benefit Bond program, Tax and Revenue Anticipation notes and other possible financings. The RFQs were sent to 32 firms throughout the County as found in the Red Book. The District received 14 submissions.

The District assembled a review committee that included Deputy Chancellor Hendrickson, General Counsel Thuy Thi Nguyen, Interim Vice Chancellor Finance and Administration Susan Rinne, Budget Director Sui Song, and Financial Advisor Joanna Bowes. Each member of the committee reviewed the proposals and provided comments. In addition Ms. Bowes assembled a summary matrix for the group. The review committee recommends a pool of firms to create a diversified group to work in different combinations depending on the type of transaction and fees. Firms selected for underwriter services are: Barclays, Piper Jaffray, Raymond James, Siebert and Stifel

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

SERVICES ARE PAID FROM AND UPON ISSUANCE OF A FINANCING

**BACKGROUND/ANALYSIS:**

**DELIVERABLES AND SCOPE OF WORK:**

**ANTICIPATED COMPLETION DATE:**

**ALTERNATIVES/OPTIONS:**

**EVALUATION AND RECOMMENDED ACTION:**

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**

YES \_\_\_\_\_ NO \_\_\_\_\_

**COMMENTS:**

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR)**

(\*\*\*\*\*Board contract approval is subject to negotiation and execution by the Chancellor.)

**DOCUMENT PREPARED BY:**

Prepared by: John Hendrickson Date: 5/1/14  
[Enter Here - Your Name and Title of Individual]

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: John Hendrickson Date: 5/1/14  
[Enter Here - Name of College President, (if originating from a college) or Vice-Chancellor (if originating from the District)]

**FINANCE DEPARTMENT REVIEW**

\_\_\_\_\_ Finance review required      X Finance review *not* required

If Finance review is required, determination is:      \_\_\_ Approved      \_\_\_ Not Approved

If not approved, please give reason: \_\_\_\_\_

Signature: Susan Rinne  
Susan Rinne, Interim Vice Chancellor for Finance and Administration

**GENERAL COUNSEL (Legality and Format/adherence to Education Codes):**

Legal review required       Legal review *not* required

If Legal review is required, determination is:       Approved       Not Approved

Signature: \_\_\_\_\_  
Thuy Thi Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda       Not Approved, but Place on Agenda

Signature: Dr. José M. Ortiz \_\_\_\_\_  
Dr. José M. Ortiz, Chancellor