Request for Qualifications must be received by 4:00 p.m., July 28, 2017
OVERVIEW
Arkansas Tech University is soliciting responses from interested firms for Bond Counsel Services.

QUALIFICATIONS
Proposers should provide the following information regarding qualifications of their firm in the order presented below.

1. Describe the history and experience of the firm with regard to handling tax-exempt and taxable bond issues.

2. Provide the name and qualifications for all individuals who will work directly with the University.

3. Describe the firm’s bond counsel experience relating to Arkansas higher education bonds in the last three years.

4. Describe the firm’s bond counsel experience relating to MCDC initiatives in the last three years.

5. State whether your representation would extend beyond closing of the bond issue and be covered by the fees for services as bond counsel to include subsequent questions that might arise, including, but not limited to the following:
   - compliance with non-arbitrage requirements
   - permissible private activity of a facility not requiring official document preparation
   - continuing disclosure
   - post-issuance compliance
   - general on-call Bond Counsel services

If your services would not include such continued representation, describe the terms you would propose for such representation.

6. Provide any other data that specifically details your firm’s unique qualifications.

7. IN A SEPARATE SEALED ENVELOPE, provide a fee schedule

SELECTION
Instead of selecting one firm, the University may establish a pool of qualified firms, any one of which could be selected for a particular bond issue. The final selections may require presentations and interviews with selected respondent firms. At such time as the University is prepared to issue bonds, a fee negotiation will ensue with the firm selected. Should a successful negotiation not be attained within limits deemed reasonable by the University, negotiations will be undertaken with other firms within the established pool.
Proposal Submission:
Vendors interested in submitting proposals must submit all documentation by 4:00 p.m. local time, Friday, July 28, 2017. *Send one (1) original, one (1) electronic and one (1) redacted copy to:*

Jessica Holloway, Director of Procurement
Arkansas Tech University
203 West O Street
Russellville, AR 72801-2222
Tel: 479-968-0269

Mark outside of envelope with “RFP 17-109”