

## **RFQ process**

The Request for Qualifications (“RFQ”) process takes place each odd numbered year. Through this process, the Office of Financial Management (“OFM”), on behalf of the Commonwealth of Kentucky (“the Commonwealth”) qualifies firms that may respond to various Request for Proposals (“RFP”) issued by debt issuing entities of the Commonwealth for managing underwriter, financial advisor, bond counsel, swap advisor, or local co-manager services during the two following fiscal years (July 1- June 30). Firms are evaluated and qualified separately for each debt issuing entity. Firms are generally qualified based on their relative experience for each issuer and the criteria will vary from issuer to issuer. There is no guarantee that an issuer will need any of these services or issue an RFP during the two year period, but OFM provides general expectations of need for each issuer in the RFQ. A firm may be qualified for one or more issuers and in one or more capacities.

## **Governing Law**

The statutes and regulations that require and govern this process are as follows:

KRS 45A.840-.879 <https://apps.legislature.ky.gov/law/statutes/statute.aspx?id=22494>  
200 KAR 21.010-.050 <https://apps.legislature.ky.gov/law/kar/200/021/010.pdf>

If your firm is interested in applying for a managing underwriter, bond counsel, swap advisor, financial advisor, or local co-manager engagement, please determine the capacities for which your firm is capable of serving the Commonwealth by referring to the statutes and regulations listed above.

## **General Timeline – Odd numbered years**

January to February – RFQ posted  
Late February - March – reception of responses  
March – evaluations of responses  
April –final selections posted  
July 1 – effective date of the RFQ selections.

## **Contact Information**

OFM manages the dissemination of RFQ and RFP information. Please direct any questions you may have to:

Office of Financial Management  
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Frankfort, Kentucky 40601-3453  
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