

**Request for Proposals** 

For Senior Managing Underwriter

May 2, 2023

Kentucky Public Transportation Infrastructure Authority Office of Financial Management

Submission of Questions Deadline: May 9, 2023, 2:00 p.m. (EDT) Submission of Proposals Deadline: May 23, 2023, 2:00 p.m. (EDT)

# KENTUCKY PUBLIC TRANSPORTATION INFRASTRUCTURE AUTHORITY (KPTIA) OFFICE OF FINANCIAL MANAGEMENT

# **REQUEST FOR PROPOSALS** SENIOR MANAGING UNDERWRITER

This Request for Proposals ("RFP") includes the following:

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### SECTION I – SUBMISSION OF PROPOSALS

#### **Questions & Submission**

All questions concerning this RFP must be submitted by e-mail to the address below no later than **2:00 p.m. (EDT) on Tuesday, May 9, 2023**. Any questions submitted, and answers, may be distributed to all prequalified firms at the discretion of the Selection Committee. Please note questions submitted after the deadline will not receive a response.

In total, the submission of proposals must not exceed 55 pages of materials including attachments.

Only electronic submission materials will be accepted and must be received no later than **2:00 p.m. (EDT) on May 23, 2023.** The Commonwealth e-mail servers filter attachments that approach 10 MB, so proposals under that limit may be submitted to the email address below:

Office of Financial Management KPTIA RFP Selection Committee Chairperson Senior Managing Underwriter FY 2024 RFP 200 Mero St, 5<sup>th</sup> Floor Frankfort, Kentucky 40622 Phone: (502) 564-2924

E-mail for Questions & Submission: <u>Debt.OFM@ky.gov</u>

Note: It is recommended that receipt of all submissions be confirmed by the submitter via separate email. Proposals received after the stated deadline will NOT be accepted.

#### Selection and Notification

The Selection Committee established pursuant to KRS 45A.843 will be composed of three (3) OFM staff (voting), two (2) the Kentucky Public Transportation Infrastructure Authority ( the "Authority") representatives or staff to the Authority (voting), and one merit employee of the State Auditor of Public Accounts (nonvoting). **Proposals will be evaluated for Senior Managing Underwriter pursuant to the evaluation criteria outlined on <u>Attachment A</u>. The Selection Committee will determine whether to hold interviews with proposing firms. The Selection Committee will make a recommendation for selection pursuant to KRS 45A.840 to 45A.879 and KRS 45A.490 to 45A.494. The scoring of proposals is subject to reciprocal preference for a Kentucky resident bidder and preference for a Qualified Bidder. (See Attachment B for recently enacted KRS 45A.490 to 45A.494 "Kentucky Preference Laws".)** 

The Kentucky Revised Statutes and the Kentucky Administrative Regulations referenced in the RFP may be found at <u>http://legislature.ky.gov.</u>

#### SECTION II - INTRODUCTION AND OBJECTIVES OF PROPOSAL

# Only firms which have been prequalified by the Office of Financial Management for Fiscal Year 2024 and Fiscal Year 2025 to provide Senior Managing Underwriter services to the Kentucky Public Transportation Authority may submit a response to this Request for Proposal.

The Office of Financial Management ("OFM") of the Finance and Administration Cabinet of the Commonwealth of Kentucky (the "Cabinet"), on behalf of the Kentucky Public Transportation Infrastructure Authority, is requesting proposals from FY24-25 prequalified firms for the professional services of senior managing underwriter to the Authority for the issuance of bonds during the period beginning July 1, 2023 through June 30, 2024.

Pursuant to KRS 45A.850, the Authority seeks to hire one (1) senior managing underwriter to provide the desired services to the Authority over a period of twelve (12) months. The firm chosen pursuant to this RFP will be contracted for a period of twelve (12) months to complete selected financings by the Authority for Fiscal Year 2024. OFM and the Authority will have the option to extend the contracts of the bond counsel firm, under the same terms and conditions, for an additional twelve (12) month period.

KPTIA intends to evaluate possible refunding financial information regarding the Authority, including Annual Financial Reports and Secondary Market Disclosure, are available at its website:

https://transportation.ky.gov/KPTIA/Pages/default.aspx

Official Statements for prior transactions may be found at:

https://emma.msrb.org/IssuerHomePage/Issuer?id=875 <u>C763BE8CE6C5FE053151E6E0A27FC</u>

National co-managing underwriters may be appointed by OFM's Executive Director pursuant to KRS 45A.850(4) and 200 KAR 21.040 based upon needs of the transaction, including size, among other factors.

Kentucky-based co-managers are determined pursuant to a separate RFP process. The current Kentucky co-manager engagement is effective through June 30, 2023. Respondents should assume that all members of the current Kentucky co-manager syndicate will participate in the sale and marketing of any proposed issue.

# SECTION III – DESCRIPTION OF SERVICES SOUGHT

The primary objectives of OFM and KPTIA are to:

- Develop goals, strategies, and an implementation process to achieve a rating upgrade.
- Explore the economics of refunding or tender a portion of the First Tier Toll Revenue Bonds.
- Minimize future administrative requirements and budgetary complications.
- Maximize the amount and level of financial and legal expertise brought to each transaction.

The firm engaged to provide senior managing underwriter services to the Authority will be working with OFM, KPTIA, KPTIA Counsel, Public Financial Management ("PFM") as KPTIA's external financial advisor, and KYTC. A bond counsel firm will also be selected in a similar process as senior managing underwriter. Collectively, OFM, KYTC, KPTIA, PFM, and the selected senior managing underwriter firm may be referred to in the RFP as the "Finance Team".

The firm selected to perform senior managing underwriter services for the Authority will be expected to provide options, suggestions, comments, and marketing advice to the Finance Team regarding the proposed financing structure, ratings presentation, pre-sale presentations and other related duties that are expected to result in a successful public offering of the Authority's securities. The senior managing underwriter is expected to review the preliminary official statement, as well as post the final official statement on the MSRB's EMMA website consistent with MSRB rules. The senior managing underwriter will be required to coordinate the sale and closing of the securities with the trustee and other team members.

The Authority and OFM acknowledge that the selected firm for this engagement will not be acting as a municipal advisor, financial advisor, or fiduciary to the Authority or OFM and that the selected firm will be acting solely as a principal in a commercial arms-length transaction. In addition, this engagement will be neither an expressed nor an implied commitment by the selected firm to purchase or place any securities in connection with any such transaction, which commitment shall only be set forth in a separate underwriting, placement agency, or another applicable type of agreement.

Senior managing underwriters seeking to do business with the Commonwealth of Kentucky and its state agencies should note that the Office of Financial Management has a policy of acknowledging receipt of the required MSRB G-17 letter but respectfully declines to sign or return such communications. OFM has also communicated this policy to the applicable state agencies for which OFM's review and approval is required prior to the delivery of bonds.

The firm engaged will be expected to adhere to the resolution adopted by the Authority on March 24, 2023 setting forth a policy to send and accept electronic records and signatures for bond transactions.

### SECTION IV - FEES AND EXPENSES

#### Senior Managing Underwriter

Final management fees and total expense limits will be established prior to the respective financings pursuant to KRS 45A.857(4)(a). A maximum not-to-exceed management fee and expense proposal (excluding underwriter's counsel) must be identified and included in your response to this RFP. The fee proposals submitted shall be the upper limit of any negotiations concerning fees and expenses in arriving at the original award and subsequent execution of an engagement letter. Takedown will be determined during the pre-pricing phase of each transaction. The successful senior managing underwriter firm will select their own underwriter's counsel. Underwriter's counsel services will be reimbursed by the Authority within the expense component for each transaction in accordance with the provisions of 200 KAR 21:050. Fees for the senior managing underwriter services are considered as part of the overall financing plan and are not weighted separately for calculating each firm's final score. Any fees incurred will be payable only upon closing of an issue(s) and the General Assembly has not appropriated money for the payment of fees outside of the bond issuance process.

### SECTION V - GENERAL INFORMATION

# The Authority

Created pursuant to KRS Chapter 175B, the Authority was established to facilitate the construction, financing, operation, oversight, review, and approval of significant transportation projects both intrastate and between the Commonwealth of Kentucky and the state of Indiana. KPTIA is administratively attached to the Kentucky Transportation Cabinet ("KYTC"). The Authority's outstanding debt was issued in December 2013, June 2017, and October 2021. The purpose of the original financing was to construct the Downtown Crossing Project in Louisville, KY.

In December 2013, the Authority issued \$275,670,369.25 First Tier Toll Revenue Bonds consisting of Current Interest Bonds, Capital Appreciation Bonds, and Convertible Capital Appreciation Bonds ("2013 First Tier Bonds"); \$452,200,000 Subordinate Toll Revenue Bond Anticipation Notes consisting of a tax-exempt series and a taxable series ("2013 Subordinate Notes"); and entered into a TIFIA Loan Agreement for a Third Tier Loan of \$452,200,000 ("2013 TIFIA Loan"). In June 2017, the 2013 TIFIA Loan was drawn upon to retire the 2013 Subordinate Notes. In October 2021, the Authority issued \$185,300,000 First Tier Toll Revenue Refunding Bonds Series 2021 A & B to refund \$179,576,515 of the 2013 First Tier Bonds for economic savings.

The timing of any note or bond issuances for the Authority will depend upon market conditions. There can be no assurance by the Authority that any transactions contemplated in this RFP will be completed during the contract period.

Currently, the Authority is engaged in overseeing a single project, the Louisville-Southern Indiana Ohio River Bridges ("LSIORB") Project. The LSIORB Project is being paid for with all-electronic tolling under the name RiverLink. Tolling is in place on the Abraham Lincoln Bridge (I-65 North), the John F. Kennedy Memorial Bridge (I-65 South) and the Lewis and Clark Bridge (SR 265/KY 841) connecting Prospect, KY and Utica, IN. For additional information, please visit the RiverLink website.

#### SECTION VI - REQUIRED COMPONENTS OF THE PROPOSAL

Your proposal must specifically address each of the following items. Failure to comply with the requirements of the RFP will result in the firm's response not being evaluated by the Selection Committee. (See <u>Selection and Notification</u> as stated herein.)

#### I. Disclosure

- **A.** Certify that there has been no material change to any of the statements and certifications made by the firm in its response to the Request for Qualifications, Section II, Disclosure, issued by OFM on January 10, 2023. In the event there has been a material change, please specify the nature of the change and the impact of the change on the firm and its ability to provide the desired services.
- **B.** Detail any criminal investigation, indictment, prosecution or other proceeding that has ever been brought against members of your firm (provide attachment if necessary). Also, describe any civil litigation pending or concluded within the last three years against your firm that would impair the firm's ability to provide the requested services (provide attachments if necessary). Also, describe the nature of any conflicts of interest that you believe may exist or arise.
- **C.** Disclose any potential conflicts of interest with representing the Commonwealth in this matter, including any potential conflicts of interest of employees assigned to this project, potential conflicts with any Authority members, KYTC or OFM staff. The Commonwealth reserves the unqualified right to disqualify an entity or cancel any contract for any potential conflict of interest issues raised initially and/or during the life of any contract awarded.
- **D.** Disclose if your firm's proposal has information considered proprietary that you wish to be confidentially disclosed. In the event that your firm chooses to declare the inclusion of proprietary information, please noticeably label such information as described in the "Proprietary Information" article of the RFP.
- **E.** KRS 41.480 prohibits Commonwealth agencies from entering into contracts with a company engaging in energy company boycotts. Certify that your firm does not and will not engage in energy company boycotts during the term of the contract.

#### II. Qualifications (40%)

#### A. Background and Commitment to Public Finance

1. Please describe how your firm is currently structured as a bank, broker-dealer, and/or financial advisor, and applicable chief regulator.

- 2. Please discuss the background and commitment of your firm's public finance department, current staffing levels, recent changes in management, personnel and coverage of the Commonwealth. Also, specify the number of firm-wide employees working in the Commonwealth of Kentucky and the number of offices in the state.
- **3.** Describe your firm's technological capabilities, for example, software applications, ability to provide preliminary and official statements in searchable and ready-to- post pdf format, ability to fully execute a bond closing digitally, and ability to provide transcripts in electronic format.

#### B. Relevant Experience of the Firm

Provide a brief discussion of relevant senior-managed underwriting transportation experience and specifically as it relates to tax-exempt, dedicated toll revenue bond transactions since January 1, 2018. Please highlight amounts greater than \$100,000,000. Also, please identify any direct experience with bond insurance. Please indicate the date of each relevant transaction. Identify the lead banker(s) who managed those transactions. Provide specific references of the firm's and the lead banker's experience with similar issuers. Include names and telephone numbers.

#### C. Staffing and Technical Support, Availability and Experience

Identify the lead banker(s) and all personnel of the firm who will work on KPTIA transactions. Provide relevant experience the individuals have had on similar issues. The Authority requires that the firm provide continuing availability of these key individuals if selected as senior managing underwriter. Please note any changes in the staff assigned to any issuance must be approved by OFM if your firm is selected.

#### III. Financing Plan (30%)

#### A. Structure

- 1. Discuss in general any products, financing concepts or methods that could be considered relevant or useful to the Authority in meeting its objectives listed on page 3.
- 2. Assuming that KPTIA will tender and refund portions of the First Tier Toll Revenue Bonds, discuss strategies of insuring the Refunding Bonds and also potentially utilizing a surety bond. Analyze the economic benefits of refunding vs. tender over time up until the call date ideally on a maturity-by-maturity basis. Include potential amortization strategies for the bonds and the rationale for pursuing your recommended amortization considering coverage and impact on toll rate payers.
- 3. Recommend couponing structure for any refunding bonds and issued bond to pay for optional tendered bonds.

#### **B.** Maximum Fees and Expenses

The Authority is requesting one (1) fee quote assuming, including management fees and expenses detailed in the paragraph below, assuming your firm serves as senior managing underwriter for TIFIA refunding bonds.

Please note that the fee quotes are submitted on a "not-to-exceed basis."

Provide a fee proposal on a per \$1,000 in bond par basis inclusive of management fee and all expenses which shall include, but not be limited to, day loan, Dalcomp, Dalnet, clearance, CUSIP, DTC, PSA, copying, faxing, mailing, telephone, travel and other out-of-pocket expenses, as applicable. Itemize each of the components of the total per \$1,000 bond par fee proposal, including fees for an Internet road show, if applicable. While takedown will be negotiated prior to the sale based on prevailing market conditions, OFM and the Authority would like a maturity-by-maturity estimate of your proposed takedown in the current market indicating both insured and uninsured.

Pursuant to Kentucky statute and associated administrative regulation, the senior managing underwriter will select its own underwriter's counsel and KPTIA will reimburse the firm for those expenses pursuant to 200 KAR 21:050. The stated fee reimbursement may or may not be sufficient to cover all of the firm's underwriter counsel expenses.

#### IV. Sales and Marketing (30%)

- **A.** Provide a discussion on the rating status of the Authority's debt and make any recommendations as to strategy the Authority should pursue to maintain or enhance its ratings.
- **B.** Please discuss your firm's proposal for pre-sale marketing of the bonds to prospective institutional customers given the base scenario and your rating estimates. Please describe the likely purchasers at various maturities along the spectrum. Would this credit benefit from an Internet road show and/or investor meetings?
- **C.** Please describe any third-party marketing arrangements that your firm has and the ability to elect to utilize those arrangements or not. For those third-party marketing arrangements which your firm proposes to utilize for the contemplated transaction, please disclose the associated fee-sharing arrangements. Failure to do so may result in your firm's proposal being removed from consideration.
- **D.** The Commonwealth has had a long-standing Kentucky retail order period policy that prioritizes the citizens of the Commonwealth through direct or indirect retail purchases. The Authority desires to maintain this balance between SMA's and institutional orders to assure a competitive price and strong secondary market for its securities. How do you propose to integrate Kentucky retail into the sales and marketing process? How would your firm propose to define Retail and the priority of orders in your proposed transaction?
- **E.** What steps would your firm take to ensure equitable distribution and treatment of bonds for syndicate members?

#### **Reservation of Rights**

OFM and the Authority reserve the right to:

- 1. Review and approve any change in staff members significantly involved in any financing during the contract period, and discharge the firm promptly if such personnel changes do not meet the needs of the Authority.
- 2. Reject any and all proposals with cause, including failure to disclose material events.
- **3.** Reject all proposals and seek new proposals when such procedure is reasonably in the best interest of the Authority.
- **4.** Make investigations regarding qualifications of any or all respondents, as the Selection Committee deems necessary.
- **5.** Request and receive such additional information as the Selection Committee may reasonably require. Failure to comply with such a request will result in disqualification.
- 6. Waive minor irregularities in this RFP process.
- 7. Make all submitted proposals and any attached materials available for Open Records requests pursuant to KRS 61.870, less information disclosed and labeled according to the "Proprietary Information" article of the RFP.

#### **Liability**

OFM and the Commission shall not be liable for:

- 1. Any costs incurred in the preparation or submission of any proposal.
- **2.** Any costs incurred by the proposer in connection with any interview or negotiation relating to this RFP (i.e. travel, accommodations, etc.).
- **3.** Any disclosure, whether by negligence or otherwise, of any material or information in any form submitted in response to this RFP.

#### Proprietary Information

The RFP specifies the required components and general content of proposals submitted in response to the RFP. The Finance and Administration Cabinet will not disclose any portions of the proposals prior to Contract Award to anyone outside the Finance and Administration Cabinet, representatives of the agency for whose benefit the contract is proposed, representatives of the Federal Government, if required, and the members of the evaluation committee. After a Contract is awarded in whole or in part, the Commonwealth shall have the right to duplicate, use, or disclose all proposal data submitted by firms in response to this RFP as a matter of public record. Although the Commonwealth recognizes the firm's possible interest in preserving selected data which may be part of a proposal, the Commonwealth must treat such information as provided by the Kentucky Open Records Act, KRS 61.870 et sequitur, which allows for exemptions as provided in KRS 61.870(1)(c).

Pursuant to KRS 61.870(1)(c), informational areas which normally might be considered proprietary shall be limited to individual personnel data, customer references, selected financial data, formulae, and financial audits which, if disclosed, would permit an unfair advantage to competitors. If a proposal contains information in these areas that a firm declares proprietary in nature and not available for public disclosure, the firm shall declare in the Disclosure (See "Required Components of the Proposal," Section I, Subsection E) the inclusion of proprietary information and shall noticeably label as proprietary each sheet containing such information. The Cabinet will make all reasonable efforts to maintain the confidentiality of any information provided by the firm, which is clearly identified by the firm as proprietary, provided such designation is reasonable, and subject to the order of the Attorney General or any court directing the Cabinet to release such information.

#### Contact with Selection Committee Members

Please note that any contact made by the firm with any member of the Selection Committee, from the date of issuance of the RFP until an award of contract, is required to be disclosed by such Committee member to the entire Committee and will become a part of the permanent file for this selection process which is subject to "open records requests" pursuant to Kentucky Open Records laws.

Attachment A: Evaluation Criteria – Senior Managing Underwriter Attachment B: Kentucky Preference Laws (KRS 45A.490-494) Attachment C: Annual Affidavit for Bidders, Offerors and Contractors

#### ATTACHMENT A EVALUATION CRITERIA

#### Kentucky Public Transportation Infrastructure Authority Request for Proposals Senior Managing Underwriter Fiscal Year 2024

	<b>Evaluation Criteria</b>	<u>Weight</u>
1.	Qualifications (Relevant experience of the firm & staff)	40%
2.	Financing Plan Assessment	30%
3.	Sales and Marketing	<u>30%</u>
	Total	100%

# If your firm is claiming a Reciprocal Preference under KRS 45A.490-494 please include an executed copy of the attached affidavit.

Pursuant to Kentucky Administrative Regulation Title 200 Chapter 5.400(4): In awarding a contract, resident bidders shall only receive preference against nonresident bidders residing in a state that gives a preference to bidders from that state. This preference shall not be applied against nonresident bidders residing in states that do not give preference against Kentucky bidders.

# ATTACHMENT A (page 2) EVALUATION FORM

# Kentucky Public Transportation Infrastructure Authority Request for Proposals – Senior Managing Underwriter - Fiscal Year 2022

REVIEWER:	
<ol> <li>QUALIFICATIONS - (Firm organization and background, recent similar transaction firm and staff experience, availability to meet KPTIA needs, references)         Score (40 points possible):</li></ol>	
firm and staff experience, availability to meet KPTIA needs, references) Score (40 points possible):	
Notes:	,
2. FINANCING PLAN ASSESSMENT- (Clarity of description, reasonableness of assumptions, structure, factors and features that could reasonably expect to lower cost Score (30 points possible):	
<ul> <li>assumptions, structure, factors and features that could reasonably expect to lower cost</li> <li>Score (30 points possible):</li></ul>	
<ul> <li>assumptions, structure, factors and features that could reasonably expect to lower cost</li> <li>Score (30 points possible):</li></ul>	
Notes:         3.       SALES/MARKETING CAPABILITIES - (Rating discussion, marketing strategy)	)
3. SALES/MARKETING CAPABILITIES - (Rating discussion, marketing strategy	
	and
balance and equitable distribution among the syndicate)	
Score (30 points possible):	
Notes:	

Total Score (100 points possible):\_\_\_\_\_

# ATTACHMENT B

# Kentucky Preference Laws (KRS 45A.490-494)

The scoring of bids/proposals is subject to Reciprocal preference for Kentucky resident bidders. **Vendors not claiming resident bidder status** <u>need not</u> **submit the corresponding affidavit.** 

# **Reciprocal preference for Kentucky resident bidders**

# KRS 45A.490 Definitions for KRS 45A.490 to 45A.494.

As used in KRS 45A.490 to 45A.494:

"Contract" means any agreement of a public agency, including grants and orders, for the purchase or disposal of supplies, services, construction, or any other item; and
 "Public agency" has the same meaning as in KRS 61.805.

#### KRS 45A.492 Legislative declarations.

The General Assembly declares:

(1) A public purpose of the Commonwealth is served by providing preference to Kentucky residents in contracts by public agencies; and

(2) Providing preference to Kentucky residents equalizes the competition with other states that provide preference to their residents.

# KRS 45A.494 Reciprocal preference to be given by public agencies to resident bidders -- List of states -- Administrative regulations.

(1) Prior to a contract being awarded to the lowest responsible and responsive bidder on a contract by a public agency, a resident bidder of the Commonwealth shall be given a preference against a nonresident bidder registered in any state that gives or requires a preference to bidders from that state. The preference shall be equal to the preference given or required by the state of the nonresident bidder.

(2) A resident bidder is an individual, partnership, association, corporation, or other business entity that, on the date the contract is first advertised or announced as available for bidding:

(a) Is authorized to transact business in the Commonwealth; and

(b) Has for one (1) year prior to and through the date of the advertisement, filed Kentucky corporate income taxes, made payments to the Kentucky unemployment insurance fund established in KRS 341.490, and maintained a Kentucky workers' compensation policy in effect.

(3) A nonresident bidder is an individual, partnership, association, corporation, or other business entity that does not meet the requirements of subsection (2) of this section.

(4) If a procurement determination results in a tie between a resident bidder and a nonresident bidder, preference shall be given to the resident bidder.

(5) This section shall apply to all contracts funded or controlled in whole or in part by a public agency.

(6) The Finance and Administration Cabinet shall maintain a list of states that give to or require a preference for their own resident bidders, including details of the preference given to such bidders,

to be used by public agencies in determining resident bidder preferences. The cabinet shall also promulgate administrative regulations in accordance with KRS Chapter 13A establishing the procedure by which the preferences required by this section shall be given.

(7) The preference for resident bidders shall not be given if the preference conflicts with federal law.

(8) Any public agency soliciting or advertising for bids for contracts shall make KRS 45A.490 to 45A.494 part of the solicitation or advertisement for bids.

The reciprocal preference as described in KRS 45A.490-494 above shall be applied in accordance with 200 KAR 5:400.

#### Determining the residency of a bidder for purposes of applying a reciprocal preference

Any individual, partnership, association, corporation, or other business entity claiming resident bidder status shall submit along with its response the attached Required Affidavit for Bidders, Offerors, and Contractors Claiming Resident Bidder Status. The BIDDING AGENCY reserves the right to request documentation supporting a bidder's claim of resident bidder status. Failure to provide such documentation upon request shall result in disqualification of the bidder or contract termination.

A nonresident bidder shall submit, along with its response, its certificate of authority to transact business in the Commonwealth as filed with the Commonwealth of Kentucky, Secretary of State. The location of the principal office identified therein shall be deemed the state of residency for that bidder. If the bidder is not required by law to obtain said certificate, the state of residency for that bidder shall be deemed to be that which is identified in its mailing address as provided in its bid.

# Pursuant to 200 KAR Title 5.400(4)

In awarding a contract, resident bidders shall only receive preference against nonresident bidders residing in a state that gives a preference to bidders from that state. This preference shall not be applied against nonresident bidders residing in states that do not give preference against Kentucky bidders.



# Required Affidavit for Bidders, Offerors and Contractors (KRS 45A.110 & 45A.115)

## Affidavit Effective for One (1) Year from Date of Execution

**Instructions:** Pursuant to <u>KRS 45A.110</u> and <u>45A.115</u>, a bidder, offeror, or contractor ("Contractor") is required to submit a Required Affidavit for Bidders, Offerors, and Contractors to be awarded a contract, or for the renewal of a contract. An authorized representative of the contracting party must complete the attestation below, have the attestation notarized, and return the completed affidavit to the Commonwealth.

#### **Attestation**

As a duly authorized representative for the Contractor, I swear and affirm under penalty of perjury, that that the Contractor has not knowingly violated campaign finance laws of the Commonwealth of Kentucky and that the award of a contract will not violate any provision of the campaign finance laws of the Commonwealth. For purposes of this attestation, "Knowingly" means that the bidder or offeror is aware or should have been aware of the existence of a violation. The bidder or offer understands that the Commonwealth retains the right to request an updated affidavit at any time.

	Printed Name
Title	Date
Bidder or Offeror Name:	
Address:	
Commonwealth of Kentucky	Vendor Code (If known):
	pefore me this day of,
State of:	Notary:
County of:	My Commission Expires: