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July 30, 2004

REQUEST FOR PROPOSAL NO. **5-1-STP** TITLE: **Debt Underwriting Service, Parking
Structure and Student Residential Facilities, USF
St. Petersburg.**

OPENING DATE: **July 30, 2004**

ADDENDUM NO. 1

The above Request for Proposal No. 5-1-STP, scheduled to open on FRIDAY JULY 30, 2004 at 3:00 P.M.

The following are changes to the above referenced bid:

- **Introduction and Project Back group, first paragraph, page 8:** Delete the phrase the University of South Florida Foundation, Inc. (Foundation)
- **TAB 2: Firm's Experience, Item b:** The University is not asking vendors to submit a "credit enhancement".
- **TAB 3: General Financial, Item c:** The University is not asking vendors to submit alternative proposals.
- **TAB 3: General Financial, Item d.** The entire item "d" is deleted.

Please remove page 8 and replaced with revised page 8 attached

- Please review the two PowerPoint presentations Vice President Abdul Nasser gave to the University Board of Trustees for background information on Campus Master Plan and Student Housing Phase I for USF St. Petersburg.

<http://www.stpt.usf.edu/adminservices/documents/masterplan.ppt>

<http://www.stpt.usf.edu/adminservices/documents/housinghighlights.ppt>

Note: Please Note Receipt of This Addendum by signing and returning With Your Bid Response.

Authorized Signature

Company Name

Date

TD/ek

DEBT UNDERWRITER SERVICES - PARKING STRUCTURE AND STUDENT RESIDENTIAL FACILITIES

Introduction and Project Background

The University of South Florida (University) invites competitive proposals from qualified firms to provide debt underwriter services in the amount of up to \$30 million for the construction of a multi-phased parking structure and student residential facilities on USF St. Petersburg campus. Construction is planned to commence June, 2005 and expected to be completed by July, 2006. Anticipated general design features are below:

- a. Parking Structure: A multi-phased parking project to accommodate 700 - 1000 vehicles in a multi-level structure that will include a bookstore, the offices of the University Public Safety Department and Parking Services. Construction of the parking structure and occupied areas will be in accordance with all applicable building codes. Parking will be regulated through the use of hangtags purchased by authorized personnel on a semester or annual basis. Parking control devices will indicate parking space availability. The structure will be built on State-owned land.
- b. Student Residential Facilities: A multi-phased project to accommodate 354 beds at completion of the initial phase. The predominant type of student housing units will be four single-bedroom, 2-bath apartments with common living, dining areas and kitchen facilities. Also available will be twin double-bedroom apartments that include living/dining areas and kitchen facilities. The ground floor will feature an entry lobby with study/lounge areas, laundry facilities on the floors above; one common area and management office is planned for the community. These facilities will be constructed on State-owned land.

It is anticipated that the above facilities will be owned by the Foundation, and financed through a non-taxable bond issue. The University and Foundation are now proceeding with the selection of an Underwriter for the project through this Request for Proposal.

TAB 1: Firm's Introduction:

- a. Provide a brief firm history and overview including ownership, size, capital position and location of the office responsible for providing the required debt underwriter services.
- b. Identify any joint venture agreements. If proposing a joint venture, provide a brief firm history and profile for each firm, indicating their skill areas and the role each will play, as well as the location of the office where the work will be performed and their qualification to practice in Florida. Indicate previous working relationships.
- c. State how long your firm has been in business.
- d. Include resumes for specific team members that will be assigned to this project. Please include anticipated responsibilities, current workload, and ability to appropriately service this account. Any experience outside your firm should be identified in the respective individual's resume.

TAB 2: Firm's Experience

- a. List relevant firm experience with this specific type of transaction (University bond issuances, including parking structure and student residential facility construction) and your experience with public collegiate institutions or universities.
- b. Comment on your relationship with credit enhancement providers and the breadth of successful project experience working with these groups.
- c. List university related bond issuances in which your firm has successfully provided underwriter services. Please include the bond issuance amount and your firm's specific role for each.
- d. Provide three references from similar transactions. Include contact name, title, address, and phone number.

TAB 3. General Financial

- a. Comment on your distribution system for Florida and the Southeast United States. Summary statement should include the location and number of offices and financial consultants who will market the bonds.
- b. Identify likely purchasers of the bonds and the general percentage or breakdown by group (e.g. retail, institutional).
- c. Discuss any alternative financing structures for University facilities financing and your firm's experience in regard to each.