

April 5, 2024

## Request for Proposals to Provide Underwriting Services

The Board of Regents of the University of Houston System (the "System") is requesting proposals from qualified firms to serve as underwriter for its upcoming issuances (the "Bonds") in the approximate amounts below:

- \$52,000,000 Consolidated Revenue and Refunding Bonds, Series 2022A
- \$220,000,000 Consolidated Revenue and Refunding Bonds, Series 2024B (Taxable)

Pricing for the Bonds is scheduled for late-June and closing in mid-July.

### Due Date for Proposals:

Proposals should be submitted by **3:00 p.m. central on Friday, April 19, 2024.**

### Delivery of Proposals:

Proposals should be delivered by email to the System's financial advisor with a copy to the System's Associate Vice Chancellor Vice President of Finance and Treasurer:

1. Mr. Drew Masterson at [drew.masterson@mastersonadvisors.com](mailto:drew.masterson@mastersonadvisors.com),
2. Ms. Kristin Blomquist at [kristin.blomquist@mastersonadvisors.com](mailto:kristin.blomquist@mastersonadvisors.com),
3. Ms. Karin Livingston, Associate Vice Chancellor/Vice President of Finance, at [klivingston@uh.edu](mailto:klivingston@uh.edu), and
4. Mr. Louis Edwards, Treasurer, at [lwedwar2@central.uh.edu](mailto:lwedwar2@central.uh.edu).

### Proposal Materials and Requirements:

Please include the following information in your proposal:

- Whether your firm is seeking consideration as a senior or co-managing underwriter
- Provide a brief description of the firm, including ownership, organizational structure, size, and diversity.
- Provided in Spreadsheet
  - If seeking to be senior managing underwriter, please provide proposed underwriting spread, including underwriter's counsel firm and fee, and takedown per maturity.
  - Over the last 3 years, please provide a list of negotiated underwritings where you took down bonds into inventory.
  - Over the last 3 years, list your experience with higher education issuers.
  - Provide a chart of the firm's capitalization and the ability and willingness of your firm to take down System bonds.
- Provide any ideas regarding the Systems outstanding debt or marketing the System's bonds that may set you apart from other responses, if any.
- The System is considering a par call option as short as 5-years for its taxable series. Please provide any marketing considerations and your firms experience with short call options.
- Please confirm your firm's ability to comply with the requirements of Texas Government Code Section 2252.152 (sanctioned company list), Chapter 2271 (boycott Israel), Section 2274.002 (discrimination against firearm entities), and Section 2276.002 (boycott energy companies). Furthermore, respondent certifies that it has not either received nor is aware of any additional inquiries, reviews, or investigations related to the above certifications. To the extent respondent has received or is aware of such inquiry, review or investigation, please describe in as much detail as possible.

An Excel spreadsheet is attached, and we ask that you utilize it for your response. Your proposal should include only the completed Excel spreadsheet and a maximum of five pages regarding additional information, including contact information for the person(s) that will represent your firm on this transaction. Due to the short response time, no hard copies or other materials are needed.

### Questions:

Questions regarding this request for proposal ("RFP") should be directed to Mr. Drew Masterson and Ms. Kristin Garcia Blomquist by Wednesday, April 10, 2024. Responses to all questions will be in writing and will be sent to all parties having received this RFP. Contacting Board members or staff may be grounds for disqualification.

### Resources:

System EMMA Filings and Financial Reports:  
System Office of Treasurer

[Here](#)  
[Here](#)