



## Memorandum

April 19, 2021

**To:** Interested Underwriting Firms

**From:** The Washington Township Municipal Utilities Authority

**Re:** Request for Proposals ("RFP") to Provide Underwriting Services  
in connection with the Proposed Utility System Revenue Bonds, 2021 Series A and Utility System Revenue Refunding Bonds, 2021 Series B

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The Washington Township Municipal Utilities Authority, in the County of Gloucester, New Jersey (the "Authority") is soliciting proposals from qualified firms to provide underwriting services to the Authority in connection with the proposed issuance of Utility System Revenue Bonds, 2021 Series A and Utility System Revenue Refunding Bonds, 2021 Series B (the "2021 Bonds").

### The Proposed 2021 Bonds

The Authority is proposing to issue not to exceed \$6,500,000 Utility System Revenue Bonds, 2021 Series A to finance the construction of a new complex which will serve as an administrative office and house the maintenance operations. The Authority is also proposing to issue approximately \$4,200,000 Utility System Revenue Refunding Bonds, 2021 Series B to currently refund the outstanding callable maturities of the Authority's originally issued 2011 Bonds and 2006A Bonds. The exact maturities to be refunded will be based upon market conditions at the time of pricing. Below are the links the official statements for both series proposed to be refunded:

<https://emma.msrb.org/IssueView/Details/MS137946>

<https://emma.msrb.org/IssueView/Details/ER345601>

The 2021 Bonds are direct, limited and special obligations of the Authority payable solely from the Net Revenues as defined in the Bond Resolution.

### Proposal Requirements

- 1) Provide a brief overview of your firm.
- 2) Summarize your firm's experience with the Authority and any other Utility Authorities in New Jersey.
- 3) Provide indicative pricing information (including spreads to the interpolated AAA MMD) based on market conditions at the close of business on April 23, 2021. Please assume a closing date of August 2, 2021 with principal due in February, with payments commencing February 1, 2022.
- 4) Provide a proposal for compensation for the provision of underwriting services identifying discount and expenses on a per bond basis for the proposed series. Please note whether your firm would require the utilization of underwriter's counsel and the proposed fee.

Please forward one copy of your proposal to the Authority's financial advisor, Acacia Financial Group, Inc., by **12:00 PM on Friday, April 30, 2021** for consideration by the Authority. E-mail submission should be sent to Joseph Calogero [jcalgero@acaciafin.com](mailto:jcalgero@acaciafin.com).