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**SOQ 23-003 Underwriter/ Placement Agent for the Jefferson Parish  
Department of Finance relative to the Issuance of bonds/notes and for  
Assistance with Other Various Refunding Opportunities  
Jefferson Parish Government**

Project documents obtained from [www.CentralBidding.com](http://www.CentralBidding.com)

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## **General Professional Services Questionnaire Instructions**

- The General Professional Services Questionnaire shall be used for all professional services except outside legal services and architecture, engineering, or survey projects.
- **The General Professional Services Questionnaire should be completely filled out. Complete and attach ALL sections. Insert “N/A” or “None” if a section does not apply or if there is no information to provide.**
- Questionnaire must be signed by an authorized representative of the Firm. Failure to sign the questionnaire shall result in disqualification of proposer pursuant to J.P. Code of Ordinances Sec. 2-928.
- All subcontractors must be listed in the appropriate section of the Questionnaire. Each subcontractor must provide a complete copy of the General Professional Services Questionnaire, applicable licenses, and any other information required by the advertisement. Failure to provide the subcontractors' complete questionnaire(s), applicable licenses, and any other information required by the advertisement shall result in disqualification of proposer pursuant to J.P. Code of Ordinances Sec. 2-928.
- If additional pages are needed, attach them to the questionnaire and include all applicable information that is required by the questionnaire.

## General Professional Services Questionnaire

**A. Project Name and Advertisement Resolution Number:**

SOQ No. 23-003 Underwriter/Placement Agent for the Jefferson Parish Department of Finance relative to the Issuance of bonds/notes and for Assistance with Other Various Refunding Opportunities

**B. Firm Name & Address:**

Corporate Headquarters:

Mesirow Financial, Inc.  
353 North Clark Street  
Chicago, Illinois 60654

Office of Firm Representative:

Mesirow Financial, Inc.  
125 West Street, Suite 302  
Annapolis, Maryland 21401

**C. Name, title, & contact information of Firm Representative, as defined in Section 2-926 of the Jefferson Parish Code of Ordinances, with at least five (5) years of experience in the applicable field required for this Project:**

Christopher Sheehan, Managing Director  
Mesirow Financial, Inc.  
125 West Street, Suite 302  
Annapolis, Maryland 21401  
Phone: 410-972-4401  
Email: chris.sheehan@mesirow.com

**D. Address of principal office where Project work will be performed:**

Christopher Sheehan, Managing Director  
Mesirow Financial, Inc.  
125 West Street, Suite 302  
Annapolis, Maryland 21401  
Phone: 410-972-4401  
Email: chris.sheehan@mesirow.com

**E. Is this submittal by a JOINT-VENTURE? Please check:**

YES \_\_\_\_\_ NO X

If marked "No" skip to Section H. If marked "Yes" complete Sections F-G.

**F. If submittal is by JOINT-VENTURE, list the firms participating and outline specific areas of responsibility (including administrative, technical, and financial) for each firm. Please attach additional pages if necessary.**

1.

2.

## General Professional Services Questionnaire

**G. Has this JOINT-VENTURE previously worked together? Please check: YES \_\_\_\_\_ NO \_\_\_\_\_**

**H. List all subcontractors anticipated for this Project. Please note that all subcontractors must submit a fully completed copy of this questionnaire, applicable licenses, and any other information required by the advertisement. See Jefferson Parish Code of Ordinances, Sec. 2-928(a)(3). Please attach additional pages if necessary.**

Name & Address:	Specialty:	Worked with Firm Before (Yes or No):
1. N/A		
2.		
3.		
4.		
5.		

## General Professional Services Questionnaire

<b>I. Please specify the total number of support personnel that may assist in the completion of this Project:</b> <div style="border-bottom: 1px solid black; width: 100px; margin-top: 5px;">11</div>
<b>J. List any professionals that may assist in the completion of this Project. If necessary, please attach additional documentation that demonstrates the employment history and experience of the Firm's professionals that may assist in the completion of this Project (i.e. resume). Please attach additional pages if necessary.</b>
<b>PROFESSIONAL NO. 1</b>
<b>Name &amp; Title:</b>
Christopher Sheehan, Managing Director
<b>Name of Firm with which associated:</b>
Mesirow Financial, Inc.
<b>Description of job responsibilities:</b>
Chris will be the lead banker and day-to-day contact and will lead the Mesirow team. He will provide underwriting and placement agent services to Jefferson Parish.
<b>Years' experience with this Firm:</b>
Two years experience with Mesirow.
<b>Education: Degree(s)/Year/Specialization:</b>
B.A. from Boston College FINRA Licenses: Series 50, 52 and 63
<b>Other experience and qualifications relevant to the proposed Project:</b>
Mr. Sheehan has been responsible for the development and implementation of innovative tax-exempt and taxable issues to finance construction projects, minimize short-term borrower costs and refund outstanding debt obligations. Chris has served as an investment banker for numerous development and infrastructure financings, focusing on Tax Increment Finance Districts, Community Development Authorities, Neighborhood Improvement Districts, Special Taxing Districts, TIF Monetizations and Special Assessment Districts across the country. Chris has more than 20 years of experience in public finance and has worked on some of the largest economic development projects across the United States including the Port Covington project, the Atlanta Beltline project, and Downtown Columbia, among others. Mr. Sheehan has successfully led many of the development district and community development authority financings (CDA) in the Commonwealth including ones in Stafford County, Washington County, Fairfax County, Prince William County as well as the City of Hampton. Mr. Sheehan is a frequent speaker on the topic of economic development finance. Chris is active in the Urban Land Institute (ULI), and is a member of the Baltimore Chapter of Lambda Alpha International (LAI), the Maryland Government Finance Officers Association and the Municipal Bond Club of Baltimore. In addition, Chris previously served on the Board of Trustees for the Council for Development Finance Agencies (CDFA).

## General Professional Services Questionnaire

<b>PROFESSIONAL NO. 2</b>
<b>Name &amp; Title:</b>
Jeff Wilke, Director
<b>Name of Firm with which associated:</b>
Mesirow Financial, Inc.
<b>Description of job responsibilities:</b>
Jeff will be the secondary point of contact for Jefferson Parish and will be leading the transaction and quantitative support team.
<b>Years' experience with this Firm:</b>
Two years with Mesirow.
<b>Education: Degree(s)/Year/Specialization:</b>
B.A., University of Virginia FINRA Series 52 and 63 licenses
<b>Other experience and qualifications relevant to the proposed Project:</b>
Jeff Wilke is a director in the Public Finance group of Mesirow. Prior to joining Mesirow, Jeff worked as the Director of Bond Financing for the Maryland Economic Development Corporation (MEDCO) where he was responsible for overseeing its municipal bond program. While there, he successfully closed over \$3.5 billion in tax-exempt and taxable revenue bonds with ratings ranging from triple-A to nonrated through a variety of structures and across multiple asset classes, including public-private partnerships such as the Seagirt Marine Terminal, Purple Line light rail, and the University of Maryland Utility Infrastructure projects. Additionally, Jeff managed seventeen of MEDCO's owned and leased, bond-financed properties. Jeff serves on the board of directors and as Treasurer for Baltimore Community Lending and is a lifetime member of the Leadership Maryland program.

## General Professional Services Questionnaire

<b>PROFESSIONAL NO. 3</b>
<b>Name &amp; Title:</b>
John Nawrocki, Associate
<b>Name of Firm with which associated:</b>
Mesirow Financial, Inc.
<b>Description of job responsibilities:</b>
John will provide transaction execution, deal structuring and quantitative analysis.
<b>Years' experience with this Firm:</b>
4 years at Mesirow
<b>Education: Degree(s)/Year/Specialization:</b>
B.A. in Economics, Northwestern University FINRA Series 52 and 63 licenses
<b>Other experience and qualifications relevant to the proposed Project:</b>
John Nawrocki is an associate in the Public Finance group at Mesirow Financial. He provides transaction execution, deal structuring, and quantitative analysis for municipal bond issuers. Prior to joining Mesirow Financial in 2019, John was an Analyst at Oppenheimer & Co. Inc. within the Public Finance group, where he developed and modeled transactions for a variety of municipal issuers.

## General Professional Services Questionnaire

<b>PROFESSIONAL NO. 4</b>
<b>Name &amp; Title:</b>
Adriana Vargas, Vice President
<b>Name of Firm with which associated:</b>
Mesirow Financial, Inc.
<b>Description of job responsibilities:</b>
Adriana will provide high level transaction and quantitative support.
<b>Years' experience with this Firm:</b>
9 years
<b>Education: Degree(s)/Year/Specialization:</b>
B.A. in Mathematics and Actuarial Science, University of Illinois FINRA Series 7 and 63 licenses
<b>Other experience and qualifications relevant to the proposed Project:</b>
Adriana Vargas is a Vice President in the Public Finance group at Mesirow. She provides transactional and quantitative support for Mesirow's Texas issuers and other select clients. Adriana has provided quantitative support on transactions for issuers such as the Cities of Houston, San Antonio, Austin, and Atlanta, Harris County, Fort Bend County, the Texas Department of Transportation, Texas Public Finance Authority, the Texas Water Development Board, San Antonio Water System, CPS Energy, Atlanta Development Authority, the District of Columbia and a host of other issuers. Adriana has over 19 years of experience in public finance. Prior to joining Mesirow Financial in 2014, she worked at Duncan-Williams, where she provided analytical and banking support for issuers in the Midwest, Northeast and Southwest regions. Previously, she was an assistant analyst at Samuel A. Ramirez & Co., where she provided quantitative support for the Midwest and Southwest regions.



## **General Professional Services Questionnaire**

<b>PROFESSIONAL NO. 5</b>
<b>Name &amp; Title:</b>
Jay Murphy, Senior Managing Director and Senior Underwriter
<b>Name of Firm with which associated:</b>
Mesirow Financial, Inc.
<b>Description of job responsibilities:</b>
Jay is the senior underwriter and will provide underwriting services and lead the underwriting team.
<b>Years' experience with this Firm:</b>
9 years at Mesirow
<b>Education: Degree(s)/Year/Specialization:</b>
B.S., Norwich University FINRA Series 7, 53 and 63 licenses
<b>Other experience and qualifications relevant to the proposed Project:</b>
Jay Murphy is a senior managing director in the Institutional Sales and Trading group at Mesirow Financial. He is a senior municipal bond underwriter and responsible for the pricing and distribution of all senior and co-managed tax-exempt and taxable municipal bond transactions. Jay has over 37 years of experience developing and implementing marketing and distribution strategies for some of the largest and most frequent borrowers in the United States. Prior to joining Mesirow Financial in 2014, he was a managing director and syndicate manager for Guggenheim Securities and Stone and Youngberg, where he managed the creation and development of new issue underwriting capabilities for both firms. Prior to that, Jay worked at Goldman Sachs for more than 28 years and served as vice president and co-head of the syndicate desk.

## General Professional Services Questionnaire

**K. List all prior projects that best illustrate the Firm's qualifications relevant to this Project. Please include any and all work performed for Jefferson Parish. Please attach additional pages if necessary.**

### **PROJECT NO. 1**

Project Name, Location and Owner's contact information:	Description of Services Provided:
Great Pond Improvement District Hartford, CT Demian Gage 978-584-3154	<ol style="list-style-type: none"> <li>1. Evaluated all feasible financing structures.</li> <li>2. Identified Purchasers of the Bonds.</li> <li>3. Provided structuring and financial analysis</li> <li>4. Assisted in preparation of all documentation.</li> <li>5. Provided market information.</li> <li>6. Developed presentations for rating agencies and investors.</li> <li>7. Created a feasible and efficient structure to maximize the Bonds's marketability.</li> <li>8. Arranged for distribution of placement memoranda</li> </ol>
Length of Services Provided:	Cost of Services Provided:
Since 2017 and ongoing	\$300,000

### **PROJECT NO. 2**

Project Name, Location and Owner's contact information:	Description of Services Provided:
Howard County, Maryland Rafiu Ighile 410-313-3217	<ol style="list-style-type: none"> <li>1. Evaluated all feasible financing structures.</li> <li>2. Identified Purchasers of the Bonds.</li> <li>3. Provided structuring and financial analysis</li> <li>4. Assisted in preparation of all documentation.</li> <li>5. Provided market information.</li> <li>6. Developed presentations for rating agencies and investors.</li> <li>7. Created a feasible and efficient structure to maximize the Bonds's marketability.</li> <li>8. Arranged for distribution of placement memoranda</li> </ol>
Length of Services Provided:	Cost of Services Provided:
Since 2008 and ongoing	\$750,000

## General Professional Services Questionnaire

<b>PROJECT NO. 3</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
City of Hyattsville, MD Ronald Brooks 301-985-5042	1. Evaluated all feasible financing structures. 2. Identified Purchasers of the Bonds. 3. Provided structuring and financial analysis 4. Assisted in preparation of all documentation. 5. Provided market information. 6. Developed presentations for rating agencies and investors. 7. Created a feasible and efficient structure to maximize the Bonds's marketability. 8. Arranged for distribution of placement memoranda
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>
Since 2013 and ongoing	\$250,000

<b>PROJECT NO. 4</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
City of Baltimore, MD Jennell Rogers 410-396-3386	1. Evaluated all feasible financing structures. 2. Identified Purchasers of the Bonds. 3. Provided structuring and financial analysis 4. Assisted in preparation of all documentation. 5. Provided market information. 6. Developed presentations for rating agencies and investors. 7. Created a feasible and efficient structure to maximize the Bonds's marketability. 8. Arranged for distribution of placement memoranda
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>
Since 2006 and ongoing	\$2,000,000

## General Professional Services Questionnaire

<b>PROJECT NO. 5</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
Town of Elkton, MD Mayor Robert Alt 302-420-3031	1. Evaluated all feasible financing structures. 2. Identified Purchasers of the Bonds. 3. Provided structuring and financial analysis 4. Assisted in preparation of all documentation. 5. Provided market information. 6. Developed presentations for rating agencies and investors. 7. Created a feasible and efficient structure to maximize the Bonds's marketability. 8. Arranged for distribution of placement memoranda
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>
Since 2019	\$300,000

<b>PROJECT NO. 6</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
Maryland Economic Development Corporation Tom Sadowski 410-625-0051	1. Evaluated all feasible financing structures. 2. Identified Purchasers of the Bonds. 3. Provided structuring and financial analysis 4. Assisted in preparation of all documentation. 5. Provided market information. 6. Developed presentations for rating agencies and investors. 7. Created a feasible and efficient structure to maximize the Bonds's marketability. 8. Arranged for distribution of placement memoranda
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>
Since 2013	\$1,200,000

## General Professional Services Questionnaire

<b>PROJECT NO. 7</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
Chester County, PA Gary Smith 610-952-4920	1. Evaluated all feasible financing structures. 2. Identified Purchasers of the Bonds. 3. Provided structuring and financial analysis 4. Assisted in preparation of all documentation. 5. Provided market information. 6. Developed presentations for rating agencies and investors. 7. Created a feasible and efficient structure to maximize the Bonds's marketability. 8. Arranged for distribution of placement memoranda
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>
Since 2015	\$200,000

<b>PROJECT NO. 8</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
Finance Authority of Maine Carlos Mello 207-623-3263	1. Evaluated all feasible financing structures. 2. Identified Purchasers of the Bonds. 3. Provided structuring and financial analysis 4. Assisted in preparation of all documentation. 5. Provided market information. 6. Developed presentations for rating agencies and investors. 7. Created a feasible and efficient structure to maximize the Bonds's marketability. 8. Arranged for distribution of placement memoranda
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>
Since 2018	\$175,000

## General Professional Services Questionnaire

<b>PROJECT NO. 9</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
Embrey Mill Development Authority, VA Aaron Baker 704-887-5848	1. Evaluated all feasible financing structures. 2. Identified Purchasers of the Bonds. 3. Provided structuring and financial analysis 4. Assisted in preparation of all documentation. 5. Provided market information. 6. Developed presentations for rating agencies and investors. 7. Created a feasible and efficient structure to maximize the Bonds's marketability. 8. Arranged for distribution of placement memoranda
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>
Since 2013	\$125,000

<b>PROJECT NO. 10</b>	
<b>Project Name, Location and Owner's contact information:</b>	<b>Description of Services Provided:</b>
Anne Arundel County, MD Julie Mussog 202-962-3362	1. Evaluated all feasible financing structures. 2. Identified Purchasers of the Bonds. 3. Provided structuring and financial analysis 4. Assisted in preparation of all documentation. 5. Provided market information. 6. Developed presentations for rating agencies and investors. 7. Created a feasible and efficient structure to maximize the Bonds's marketability. 8. Arranged for distribution of placement memoranda
<b>Length of Services Provided:</b>	<b>Cost of Services Provided:</b>
Since 2013	\$750,000

## General Professional Services Questionnaire

**L. List all prior and/or on-going litigation between Firm and Jefferson Parish. Please attach additional pages if necessary.**

Parties:		Status/Result of Case:
Plaintiff:	Defendant:	
1. None		
2.		
3.		
4.		

**M. Use this space to provide any additional information or description of resources supporting Firm's qualifications for the proposed project.**

We truly appreciate the opportunity to submit our credentials and ideas to the Parish and we look forward to discussing them with you in more detail. The bankers and underwriters who will be working on the proposed engagement have extensive experience underwriting tax-exempt bonds issuing authorities.

Mesirow has a dedicated and highly experienced municipal sales and trading operation comprised of 30 individuals, with 7 traders, 20 salespeople and 3 underwriters. An additional 78 salespeople cover a range of fixed income products, including municipals, to Tier 2 and Tier 3 accounts. Leveraging our robust institutional distribution capabilities through coverage of more than 600 institutional investors (Tier 1 to Tier 3), we are often able to secure orders from new investors (particularly in the Midwest) that many Wall-street banks simply do not cover. Mesirow is a nimble and efficient organization which we think is an accretive structure to the Parish.

We can move faster than our competitors given our flat structure which allows the Parish greater comfort that their placement agent/underwriter can deliver when it matters most.

Please feel free to contact me with any questions.

**N. To the best of my knowledge, the foregoing is an accurate statement of facts.**

Signature:  Print Name: Christopher Sheehan

Title: Managing Director Date: March 1, 2023