



Jefferson County Commission
124 E Washington St, Charles Town, WV 25414

PRESS RELEASE
FOR IMMEDIATE RELEASE

Jefferson County Commission Issues Request for Proposals for Lease Revenue Bonds to Fund Government and Judicial Complex

CONTACT INFORMATION:

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CHARLES TOWN, WV (April 9, 2025) – The Jefferson County Commission has officially issued a Request for Proposals (RFP) seeking underwriters, placement agents, and financial institutions to assist with the issuance of up to \$16 million in Lease Revenue Bonds. The bonds will be issued by the Jefferson County Building Commission to fund the Jefferson County Government and Judicial Complex Project.

Proceeds from the bond issuance will support the acquisition, renovation, and equipping of properties located at 393 North Lawrence Street and 330 North George Street in Charles Town. These improvements will transform the existing structures into a modernized Government and Judicial Complex, enhancing service delivery and operational efficiency for Jefferson County residents.

The bonds will be structured as conduit financing and will be repaid solely through lease payments made by the County Commission under a formal Lease Agreement. The bonds will not constitute debt of the County, the Building Commission, or the State of West Virginia, and will not be backed by the taxing power of any governmental body.

Interested firms are invited to submit proposals that address key terms including interest rates, amortization schedules, reserve fund requirements, and disbursement plans. Proposals must be received no later than **11:00 a.m. on Friday, April 25, 2025**. Submissions may be delivered to Edwina Benites, County Administrator, at 124 East Washington Street, P.O. Box 250, Charles Town, WV 25414, or submitted by confirmed email to ebenites@jeffersoncountywv.org.

For additional information or inquiries related to the RFP, contact Ms. Benites at (304) 728-3284 or via email.



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The Jefferson County Commission reserves the right to reject any and all proposals, waive informalities, and conduct further investigation into the qualifications of any responding parties.

Additional information can be found here: <https://www.jeffersoncountywv.org/county-government/bids-rfps>

Please call the Commission Office with questions (304) 728-3284.

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