

REQUEST FOR PROPOSALS

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\$8,000,000 Line of Credit

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Issued By:

**Texarkana Regional Airport Authority
2600 TXK Blvd
Texarkana, Arkansas 71854**

Dated: November 15, 2024

QUESTIONS DEADLINE:	January 10, 2024, 5:00 PM CST
SUBMISSION DEADLINE:	February 14, 2025, 4:00 PM CST
POINT OF CONTACT:	Airport Administration admin@txkairport.com (870) 774-2171

RFP TITLE: \$8,000,000 LINE OF CREDIT FOR THE TEXARKANA REGIONAL AIRPORT

RFP SCHEDULE: Schedule stated below is the schedule for this RFP process. However, the Authority reserves the right to modify, change or amend any of these dates and to change or halt the process at its sole discretion at any time:

Issue RFP:	November 15, 2024
Optional Informational Meeting	December 6, 2024
RFP Question Period Ends:	January 10, 2025
RFP Addenda	January 17, 2025
RFP Due Date:	February 14, 2025
Selection Date:	February 20, 2025
Approval by Authority Board:	February 27, 2025
Approval by Texarkana AR:	March 17, 2025
Approval by Texarkana TX:	March 24, 2025

QUESTIONS: Any questions or requests for clarification/change on any matter contained in this RFP must be submitted by email to admin@txkairport.com no later than **5:00 PM CST, January 10, 2025**. Any material change, including schedule changes, or clarification of any matter contained in this RFP, will be issued in the form of written addenda. All addenda will be published at www.flytxk.com/rfp/ no later than **5:00 PM CST, January 17, 2025**. The Authority reserves the right to respond to any questions/requests directly without publishing, or not respond at all at its sole discretion.

OPTIONAL PRE-RESPONSE MEETING

An **optional** pre-response meeting has been scheduled for **9:00 AM CST, December 6, 2024**, in the Airport Administration Conference Room, 2600 TXK Blvd Texarkana, Arkansas, 71854 to discuss questions on the RFP and the Authority's requirements.

If a participant wishes to attend the meeting virtually, they may do so via Zoom:

<https://us06web.zoom.us/j/85048566317?pwd=F2KpzbeqTwtM7YFdzZZMAHFZbK2aKL.1>

Meeting ID: 850 4856 6317
Passcode: 532640

By submitting a proposal to the Authority, each proposer agrees and represents that it has all information necessary to complete and submit its proposal to the Authority and is waiving all claims against the Authority and its Board members, directors, council members, officers, representatives, agents, and employees. Proposer's bear all costs, and

expenses related to their attendance at the pre-response meeting, or any meeting described in this request.

SUBMISSION DEADLINE: 5:00 PM CST, WEDNESDAY, OCTOBER 16, 2024

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SECTION I: OBJECTIVE

1.1 General

The Authority is seeking proposals from highly qualified, experienced banks to provide the airport with a line of credit for capital improvement projects

Copies of this RFP may be obtained by emailing admin@txkairport.com, or by visiting www.flytxk.com/rfp. Sealed, hard copy proposals (**1 original and 4 copies**) shall be submitted to 2600 TXK Blvd, Texarkana, AR 71854 and are to be marked “Line of Credit” All proposals must be submitted in-person or via mail or express delivery, not electronically or faxed. Proposers are advised that the Authority will not be responsible for submission delays caused by any delivery services that may be used or for any other reason. Proposers are hereby encouraged to cause delivery of their proposals prior to the scheduled submission deadline of **5:00 PM CST, October 16, 2023**. The submission deadline will be scrupulously observed, and late proposals will not be considered.

The Authority reserves the right to reject any or all proposals; to re-advertise this RFP; to postpone or cancel this process; to waive irregularities in the RFP process or in the proposals submitted in response thereto; to accept any responsive proposal considered to be in the best interest of the Authority, and to change or modify the RFP schedule or process outlined herein at any time.

SECTION II: OVERVIEW

2.1 Authority Background

The Authority owns and operates the Texarkana Regional Airport, a public-use primary commercial service airport located approximately 4 nautical miles Northeast of downtown Texarkana, TX-AR. The airport is perfectly positioned to serve the communities of Southeast Oklahoma, Southwest Arkansas, Northeast Texas, and Northwest Louisiana and serves as a gateway to nearby tourist attractions, natural wonders, and historical sites and towns.

2.2 Proposed Projects

The Authority is requesting a revolving LOC that will be in effect for a five (5) year period. During this five-year period, the Authority anticipates various draws for projects such as runways, taxiways, taxilanes, aprons, hangars, instrument landing systems, airport improvements, lighting, storm water, hangars, etc. This RFP is structured to allow for a comprehensive program that will cover a variety of amounts for several projects. The Authority has a working list of proposed projects that it is anticipating will be financed during the next two years (costs are estimates only) but has not been confirmed at this time. The Authority is only able to receive the matching funds from the State of Arkansas upon closing federal grants. This means that projects started in 2025 may not be completely closed out until 2029. Below is the working list:

Proposed Major Projects	Cost Estimate
FY 2025	
ODO- Construct Apron - Phase III	\$5,500,000
ARFF Truck	\$1,500,000
Runway Extension	\$9,000,000
Taxiway Widening	\$9,000,000
MRO Environmental Assessment	\$400,000
MRO Site Development	\$375,000
FY 2026	
Site Prep (Dirt, Road, Utilities, Parking)	\$20,142,157
Taxiway Extension	\$4,300,000
Taxilane	\$10,000,000
Runway Overlay	\$11,300,000
Environmental & Storm Water	\$10,200,000
MALSF Runway 4	\$1,683,000
Perimeter Road - TWY A to TWY D	\$1,376,247
Total	\$84,776,404

2.3 Security and Sources of Payment

The Authority is utilizing the following sources of collateral: Airport Improvement Program, Arkansas Division of Aeronautics, TxDot, PFCs, City of Texarkana AR, City of Texarkana TX, State of Arkansas, State of Texas and any other government entities.

SECTION III: SUMMARY OF REQUEST FOR LINE OF CREDIT

3.1 Borrower

Texarkana Regional Airport Authority
 2600 TXK Blvd
 Texarkana, AR 71854

3.2 Amount and Purpose

\$8,000,000 revolving LOC to be used for various draws relating to projects such as runways, taxiways, taxilanes, aprons, hangars, instrument landing systems, airport improvements, lighting, storm water, hangars, etc.

3.3 Term:

5 years with Principal due at final maturity. Interest calculation will be based upon 30/360 day basis and payable on the first of every month. The Authority requests that the LOC allows for prepayment at any time without penalty.

3.4 Security:

The Authority is utilizing the following sources of collateral: Airport Improvement Program, Arkansas Division of Aeronautics, TxDot, PFCs, City of Texarkana AR, City of Texarkana TX, State of Arkansas, State of Texas and any other government entities.

3.5 Credit Approval

Prior to submission of proposal, credit approval is preferred. If the facility has not been credit approved, provide the timeframe necessary to obtain approval.

SECTION IV: PROPOSAL SUBMISSION

4.1 Proposal Format

The proposal shall not exceed thirty (30) pages, excluding title/cover page, table of contents and any dividers.

- o Title Page
- o Table of Contents
- o Executive Summary (2-page maximum)
- o Contact Person
- o Fees and interest rates
- o Experience
- o Terms and conditions to existing documents. Any suggested changes to existing documents cannot negatively impact the Authority's current ratings, existing bond holders, or other credit providers.
- o Credit rating of Bank
- o Qualifications and References
- o Credit approval status and timing
- o DBE
- o Completed forms, provided in **Appendix A, and B**

4.2 Questions for Proposers

Please provide the bank's contact person (i.e. address, telephone, fax and email address) who is authorized to answer questions including negotiating terms and conditions on behalf the proposer.

SECTION V: SELECTION PROCESS

5.1 Contract Award

All proposals received will be evaluated by a selection committee comprised of up to four (4) members from the Authority’s Board of Directors. The committee will evaluate each proposal using the weighted criteria listed below. The Authority reserves the right to make such additional investigations as it deems necessary and may require the submission of additional information. Each proposal will be equally assessed using the following evaluation criteria:

SECTION VI: GENERAL CONDITIONS

Item	Element	Weighting Factor	Raw Score	Weighted Overall Score
1	<u>Fees and interest rates</u>	8	(1-5)	Max (40)
2	<u>Experience</u>	5	(1-5)	Max (25)
3	<u>Terms and Conditions</u>	3	(1-5)	Max (15)
4	<u>Qualifications and References</u>	2	(1-5)	Max (10)
5	<u>Credit approval status and timing</u>	1	(1-5)	Max (5)
6	<u>Disadvantaged Business Enterprise Rating</u>	1	(1-5)	Max (5)
Raw Scoring				(Max 100)
5 = Outstanding, 4 = Very Good, 3 = Satisfactory, 2 = Barely Acceptable, 1 = Unacceptable				

6.1 Binding Offer

Each responding proposer’s submittal will be considered a binding offer to perform the required services contained herein, assuming the terms of a contract are negotiated satisfactorily by February 27th 2025. The submission of a proposal shall be taken as prima facie evidence that the responding proposer has familiarized itself with and agrees to the contents of this RFP. Proposals may be withdrawn by written request, e-mail, fax by the responding proposer and re-delivered prior to the time fixed for the submission deadline of proposals.

Negligence on the part of the responding proposer in preparing the proposal confers no right of withdrawal or modification after it has been opened at the appointed time and place by the Authority. Any such withdrawn proposal shall not be resubmitted.

6.2 Confidentiality

The proposal, and all documentation submitted along with it, will become the property of the Authority. During the selection process, all proposals shall remain confidential unless disclosure is required by law. However, following a final selection, the entire selection

process file shall be available to the public upon request and as provided by law. Confidential data, if identified as such by the proposer, will be kept confidential upon request, if the request is made as part of the proposal and if the Authority determines that the data meets the requirements for confidentiality treatment under Arkansas State Law. Proposers should self-evaluate what information may be exempt and should mark such information “Confidential.” Proposers claiming confidentiality must state in their proposal:

The proposer agrees to indemnify and hold harmless the Authority, the Airport and their respective officers, officials, directors, employees, agents, and volunteers, from any claims, liability or damages, including reasonable attorney’s fees and court costs, against the Authority to defend the Authority against any challenge to such confidentiality claims.

6.3 Disadvantaged Business Enterprise (DBE)

The Authority is committed to effectively implementing DBE participation. DBE goals will be established on a task-by-task basis after award of the contract based on funding, availability of workforce, specialization of required services, etc.

It is the policy of the Authority that DBEs will have full and fair opportunities to compete for and participate in the performance of contracts on federally funded and non-federally funded Authority projects including the provision of services, materials and supplies. The Authority will encourage all current and prospective tenants, contractors, consultants, subcontractors, and subconsultants to assist in implementing this policy by taking the necessary measures to ensure meaningful and equitable participation by DBEs and to encourage the development of existing and new DBEs.

6.4 Indemnification

The awarded proposer shall protect, defend, indemnify, and hold harmless the Texarkana Regional Airport Authority, and its respective Board of Directors, councils, representatives, officers, volunteers, agents and employees, to the extent allowed by general law, from and against any and all claims, demands, damages, liability, losses, payments, suits, actions, proceedings, or judgments and costs of every nature and description, including attorney’s and consultants fees and other litigation expenses, that may hereafter at any time be made or brought by anyone on account of personal injury, property damage, loss of monies, or other loss, allegedly caused or incidental to the negligence, recklessness or intentional wrongful misconduct of the proposer, performance or act required of the proposer in connection with performance of this RFP or the contract awarded pursuant to this RFP, or for any other cause, except where such claims, or damages result from the gross negligence, or willful, wanton, or intentional misconduct of the Texarkana Regional Airport Authority, and its respective Board of Directors, councils, representatives, officers, volunteers, agents and employees. These obligations shall survive acceptance of any goods, services, and/or performance and payment therefore by the Authority.

6.5 No Lobbying

All proposers are hereby placed on notice that the Authority's Board of Directors, and all Authority officers, representatives, agents, volunteers, and employees are not to be lobbied, either individually or collectively, regarding this RFP and any proposers in violation of this warning shall be automatically disqualified from further consideration for this RFP. During the entire procurement process, all proposers and their subcontractors, subconsultants, or agents are placed on notice that they are not to contact any persons associated with the Authority for such purposes as holding meetings for introductions, dinners, etc., if they intend to submit or have submitted proposals for this request. All proposers and their subcontractors, subconsultants, and any agents and employees must submit individual affidavits (via Appendix B) with their proposals, stating that they have not engaged in lobbying activities or prohibited contacts in order to be considered for this RFP.

6.6 Non-Discrimination Clause

Pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation-Effectuation of Title VI the Civil Rights Act of 1964; the Restoration Act of 1987, and as said regulations may be amended, the proposer(s) must assure that "no person in the United States shall on the basis of race, color, national origin, sex, creed or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity," and in the selection and retention of employees, agents, subcontractors or subconsultants, including procurements of services, materials and supplies. The proper(s) will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21, as amended.

6.7 General Civil Rights Clause

The Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all proposers that it will ensure any contract entered pursuant to this RFP solicitation shall ensure no person, on the grounds of race, color, creed, sex, age, national origin or handicap, shall be excluded from participation, denied the benefits of or be otherwise subjected to discrimination in the performance of services. Disadvantaged business enterprises will be afforded full and fair opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

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APPENDIX A
ACKNOWLEDGEMENT OF ADDENDA

The following form shall be completed and included in the proposer's proposal if any Addenda are issued. Failure to acknowledge receipt of all addenda, if any, may cause the proposal to be considered non-responsive.

The undersigned acknowledges receipt of the following addenda to the RFP:

Addendum No. _____, Dated: _____

Addendum No. _____, Dated: _____

Addendum No. _____, Dated: _____

Proposer Information

Proposer Name: _____

Street Address: _____

Phone #: _____

Fax #: _____

Email: _____

Proposer Representative

Signature: _____ **Date:** _____

Print Name: _____

THIS FORM MUST BE RETURNED WITH YOUR PROPOSAL

APPENDIX B
NO-LOBBYING AFFIDAVIT

I, _____ (name), of _____ (City),
_____ (State), in _____ County, MAKE OATH AND SAY

THAT:

- A. As the/a _____ (title) of _____ (company name), I have not colluded, conspired, or agreed with the Authority (including its agents and/or employees) or any other person, official, proposer, or corporation having connection with the Authority, on editing, altering, changing or creating the content or the terms or conditions of this request for proposals
- B. As the/a _____ (title) of _____ (company name), I have not paid, or agreed to pay the Authority (including its agents and/or employees) or any other person, official, proposer, or corporation having connection to the Authority, any money, or anything of value in return for assistance in procuring or attempting to procure a contract as a result of this request for proposals.

Notary Public

STATE OF _____

COUNTY OF _____

SUSCRIBED & SWORN TO BEFORE ME,

on the _____ day of _____, 20____

(Signature of notarial officer)

(Printed name of notarial officer)

Title:

My Commission Expires:

(PROPOSER PRINTED NAME)

(PROPOSER SIGNATURE)

THIS FORM MUST BE RETURNED WITH YOUR PROPOSAL