

CITY OF TUSCALOOSA)
STATE OF ALABAMA)

**REQUEST FOR PROPOSALS
(A20-0484)**

TO: Qualified Banking Institutions
FROM: The City of Tuscaloosa, Alabama
RE: Request for Proposals; Unsecured line of credit
DATE: April 9, 2020

Section 1. Introduction.

The City of Tuscaloosa seeks proposals from qualified banking institutions to provide an Unsecured Line of Credit in the Total Maximum Amount of \$25,000,000 for a period up to three (3) years as described herein. The objective is to identify the banking institution or institutions that offer the most comprehensive service package(s) at the most advantageous rate(s). A number of banking institutions may be asked to express their interest in regard to these services. The City reserves the right to select multiple qualified banking institutions to provide lines of credit in incremental amounts of \$5,000,000, and therefore encourages respondents to submit proposals as to either the Total Maximum Amount or Incremental Amount, or both.

Section 2. General Information / Requirements.

Eligible Banks

A qualified bank shall be a federally or State of Alabama chartered banking institution and a Qualified Public Depository under the SAFE Act under Section 41-14A of the Code of Alabama 1975 with offices located in the City of Tuscaloosa. A qualified financial institution shall operate and maintain a full-service facility in the city of Tuscaloosa.

Timeline

RFP distributed to banks	04-09-20
Proposals due from banks	04-16-20
Report given to the Council Work Session and Resolution Submitted to Council	04-21-20

Response Date

Proposals will be accepted **via email** by the City of Tuscaloosa until **5:00 PM on Thursday, April 16, 2020** at which time proposals will be evaluated. Proposals received after the deadline will not be considered. Proposals must be submitted electronically in PDF format to the following individuals:

- Caroline Cockrell, CPA, Director of Accounting and Financial Reporting
 - ccockrell@tuscaloosa.com
- Grant Wilson, Associate City Attorney
 - gwilson@tuscaloosa.com

Banking institutions interested in performing the work will be considered on the basis of a proposal containing information submitted in response to this request in a form limited to eight (8) pages. Each proposal shall be prepared simply and economically, providing straightforward, concise delineation of the firm's capabilities to satisfy the requirements of this RFP.

Selection Criteria

It is the City of Tuscaloosa's desire to select the bank that will provide the best overall value on a long term relationship rather than simply selecting the low bidder. Accordingly, the following factors will be considered:

- Net cost of services
- Ability of bank to serve the needs of the City of Tuscaloosa's financial strengths

General Banking Information

The financial institution shall be a qualified public depository as set forth in §41-14-35 of the Code of Alabama: "Security for Alabama Funds Enhancement" and be FDIC insured. Proposals shall affirm this qualification.

Proposals must include general banking information that:

- Affirms qualification of §41-14-35 of the Code of Alabama: "Security for Alabama Funds Enhancement" and be FDIC insured
- Includes bank rating and capital ratio
- Includes names, titles, and contact details of key personnel

Basic Banking Services

The City of Tuscaloosa is requesting proposals on the following Unsecured Line of Credit:

Amount:

- Total Maximum Amount of Twenty-Five (25) Million Dollars.
 - Note: The City reserves the right to select multiple qualified banking institutions to provide lines of credit in increments of Five (5) Million Dollars, and therefore encourages respondents to submit proposals as to either the Total Maximum Amount or Incremental Amount, or both.

Purpose:

- Prevent depletion of General Fund reserves and prior year fund balance

Term:

- Maximum of three (3) Years
 - Note: The City prefers a three (3) year term, but will also consider proposals based upon a one (1) year term, with the option to renew year by year.

Pricing (must be included in proposal):

- Variable Interest Rate.

Collateral:

- City of Tuscaloosa General Obligation Pledge.

Hold Harmless

The financial institution agrees to indemnify, hold harmless, and defend the City of Tuscaloosa, their officials, representatives, agents, servants, and employees from and against any and all claims, actions, lawsuits, damages, judgments, liability, and expense, including attorney's fees and litigation expenses, in whole or in part arising out of, connected with, or in any way associated with the activities of the financial institution or its employees in connection with the services to be performed under any agreement.

Right to Reject Proposals

The City reserves the right to waive any information or irregularities in any proposal. The City reserves the right to reject any proposal and to interview a firm or multiple firms as it sees fit. This RFP and its requirements may be modified or amended at any time and for any reason, in the discretion of the City. Any questions related to this RFP should be submitted via email to the above designated individuals. In the interest of fairness and in order to maintain impartiality, the City may not respond to questions from individual firms during the RFP process.

END RFP.