**June 14, 2018**

**Lafayette Airport Commission**

**Short-Term Financing**

**Request for Proposal**

**Background Information**

The Lafayette Airport Commission (“LAC”) oversees the operations of the Lafayette Regional Airport (LFT), which is located in Lafayette, Louisiana. The LAC Commission members are appointed by the Lafayette Consolidated Government’s (LCG) Mayor/President and Council as well as area Mayors from throughout the Parish.  LAC’s annual budget and debt issuance are approved by the LCG.

Regional jet service at LFT is operated nonstop to three hubs: Atlanta, Dallas/Ft. Worth and Houston by Delta, American, and United, respectively. LFT is planning a terminal replacement and modernization. To support this effort financially, the voters of Lafayette approved a unique 1% Sales Tax that was collected from April 1 – November 30, 2015 and dedicated exclusively to the future construction of an airport terminal building. The tax generated approximately $33 million and will be used along with Federal and State grants and long-term bonds secured by General Airport Revenues, Passenger Facility Charges (PFCs), and Customer Facility Charges (CFCs), to build the new terminal.

LAC is requesting a minimum line of credit ($10 million) with a drawdown feature to build a rental car facility that will be solely secured by a pledge of the CFCs and retired when the long-term bonds are issued in 1-2 years. CFCs collections are in place today at $5 a day per rental averaging $75,000 per month since July 2017. These collections are currently being used for design costs. Interest paid on the line of credit will be taxable. The lender will not have a mortgage on the rental car facility or any airport property.

Interested institutions should submit their proposals by July 10, 2018 at noon central time by emailing to Lee Bressler at Raymond James (lee.bressler@raymondjames.com) and Daniel Elsea, Deputy Director, Lafayette Airport Commission (daniele@lftairport.com) and the proposal must be effective for a period of at least 90 days from July 10th.

**A. General Firm Information**

Please provide the following general information about the bank and contact information for the person who is authorized to answer questions and to negotiate final terms and conditions on behalf of the respondent:

1. Name of Respondent Institution
2. Corporate Office Address
3. Names and Addresses of Authorized Representative(s)
4. Telephone Number(s)
5. E-mail Addresse(s)

**B. Bank Proposals**

Please provide a complete Term Sheet, which includes all relevant terms, pricing information, costs, and conditions. Include:

1. The commitment amount and time period being offered. LAC is seeking a commitment for a line of credit of $10 million and a 2 year term. In addition, please provide the maximum commitment amount and term length you are willing to offer and any difference in those provisions.
2. The facility/commitment fee that would be charged to the Commission for the 2 year period. Additionally, if a longer period is also offered, please provide any different provisions for the longer facility. Describe the proposed index, the associated spread and how the interest rate would be reset for a floating rate interest instrument.

c) The amounts of any other fees that the Commission would be required to pay such as a draw fee or any undrawn fee.

1. Any default rate or associated term-out provisions after the term ends.

e) Your willingness to allow the Commission to reduce the commitment amount or to terminate the facility early with appropriate notice, at its sole discretion. The Commission’s preference is to not agree to payment of any termination fees or expenses or any increase in fees associated with reducing, terminating, or fixing-out a facility prior to its stated expiration date. The Commission expects to retire the line of credit at some point between year 1 and 2 of the facility.

# C. Credit Approval

The Commission prefers that respondents obtain credit approval for this transaction prior to submittal of a proposal. Please indicate whether such approval has been obtained. If not, please indicate the timing for credit approval once requested.

**D. Legal Counsel Representative**

If an outside legal counsel for the proposer is anticipated, please provide the name of such counsel and any not-to-exceed legal fees.

# E. Other Information Relating to the Respondent

Please provide the following:

1. A website link to the respondent's most recent audited financial statements.
2. Detail any criminal or regulatory investigations or pertinent litigation against the respondent, either pending or concluded within the past three years. Specifically address any litigation or administrative proceedings involving the Commission.
3. Disclose any possible conflicts of interest or circumstances that could create the appearance of a conflict of interest. Disclose all contractual or informal business arrangements or relationships, including fee arrangements and consulting agreements, as well as any personal relationships, between your firm, including professional staff, and any staff and/or members of the Commission.

# F. Conditions and Covenants

# By acceptance of the respondent's proposal, the Commission reserves the right to negotiate any proposed conditions and covenants or to cancel the solicitation.

For any questions, please contact Lee Bressler at 504-595-3259 or lee.bressler@raymondjames.com.

We have supplemental information to provide to those invitations that are planning to respond. Please email Lee Bressler (lee.bressler@raymondjames.com) to request the additional information, which will include:

 1. Audited Financial Statements of the Commission.

 2. Rental Car Facility Project Description.

 3. CFC Monthly Collection History.

 4. Expected Drawdown of Line of Credit.