



NOTICE TO PROPOSERS

NOTICE IS HEREBY GIVEN that the City of Weston, Florida will be accepting sealed proposals for:

REQUEST FOR PROPOSALS FOR FY 2012 BANK LOAN RFP NO. 2011-07

The CITY is requesting proposals for a Bank Loan for \$10,000,000.00. The City is seeking to obtain the loan as a "Qualified Tax Exempt" obligation under Section 265(b)(3) of the Internal Revenue Code of 1986.

Sealed proposals shall be received by the City Clerk until **11:00 a.m., local time, Thursday, November 17, 2011**, at the City of Weston, City Hall, located at 17200 Royal Palm Boulevard, Weston, Florida. The official clock at the City Hall reception desk shall govern. Proposals received after this time shall be returned unopened.

RFP DOCUMENTS

Interested parties may purchase a Request for Proposal for FY 2012 Bank Loan ("RFP") from the Office of the City Clerk, located at 17200 Royal Palm Boulevard, Weston, Florida, 33326, 8:00 a.m. – 5:30 p.m., Monday through Thursday, and 8:00 a.m. – 3:00 p.m., Friday, upon payment of a \$20.00 non-refundable fee, for each RFP. Payments must be made by check, Visa, Master Card or American Express. No cash payments will be accepted. The RFP may also be examined at the Office of the Clerk, at the referenced address. Proposals shall be submitted on the form(s) provided.

PROPOSAL DOCUMENTS

Each Proposal shall be submitted in a separate plain sealed parcel, box or other secure packaging, marked as the "Proposal". The outside of the sealed package must clearly indicate the submitting **RFP No. 2011-07, "FY 2012 Bank Loan"**, Proposer's name, address and the name and telephone number of the Proposer's specific contact person. **The Proposal shall contain fifteen (15) complete copies and one (1) original, and is required to be submitted to the CITY by the date and time indicated above. Each copy shall contain all required information in order to be considered responsive.**

Once a Proposal has been submitted to the CITY at or prior to **Thursday, November 17, 2011, 11:00 a.m., local time**, it shall not be returned to the Proposer for any reason. The withdrawal, modification or correction of a Proposal after it has been opened by the CITY shall constitute a breach by the Proposer.

All proposal prices shall be guaranteed firm for a minimum of sixty (60) calendar days after the submission of the proposal. No Proposer may withdraw its Proposal within sixty (60) calendar days after the Proposal opening date.

The Sealed Proposal shall be publicly opened at the City of Weston, City Hall, located at 17200 Royal Palm Boulevard, Weston, Florida, at **11:00 a.m., local time, Thursday, November 17, 2011**. The official clock at the City Hall reception desk shall govern. Award of the Proposal shall be made at a subsequent City Commission meeting.

Any questions concerning this Notice to Proposers shall be submitted in writing, directed to David E. Keller, Assistant City Manager/CFO, at fax no. 954-385-2010.

All Proposers are advised that the CITY has not authorized the use of the City seal by individuals or entities responding to CITY Request for Proposal, and that any such use by unauthorized persons or entities constitutes a second degree misdemeanor pursuant to Section 165.043, Florida Statutes.

All Proposers are advised that the CITY shall not supply or sell materials to Proposers in connection with submission or preparation of Proposals, or any other matter, including but not limited to envelopes, labels or tape.

The City Commission of the City of Weston reserves the right to reject any and all Proposals, to waive any informality in a Proposal and to make awards in the best interests of the CITY.

Patricia A. Bates, MMC
City Clerk
City of Weston, Florida

Published on: October 27, 2011 and November 3, 2011