



REQUEST FOR QUALIFICATIONS

RFQ Number: 26- 3936 Date Issued: August 31, 2026
Date & Time Bid Opening: Tuesday, September 8, 2026 at 10:00 a.m.

RFQ NOTICE

THE CITY OF NORTH LITTLE ROCK IS REQUESTING QUALIFICATION STATEMENTS FROM QUALIFIED FIRMS WITH SIGNIFICANT, HIGH LEVEL INVESTMENT BANKING AND FINANCIAL ADVISORY EXPERIENCE TO EVALUATE AND ADVISE THE CITY ON THE FEASIBILITY AND ADVISABILITY OF ISSUING AND SELLING BONDS FOR THE PURPOSE OF INITIATING A NEW PHASE OF DEVELOPMENT WITHIN THE BOUNDARIES OF THE REDEVELOPMENT DISTRICT OF THE CITY OF NORTH LITTLE ROCK, ARKANSAS #2 ("LOWER BARING CROSS DEVELOPMENT DISTRICT") ("DISTRICT")

The City of North Little Rock (the City) is seeking Statements of Qualifications from qualified firms with significant, high level investment banking and financial advisor experience to evaluate and advise the City on the feasibility and advisability of issuing and selling bonds for the purpose of initiating a new phase of development within the boundaries of the District and to serve as underwriter and/or structuring agent if the City determines to proceed with the issuance of bonds.

Interested and qualified financial advisory firms/investment bankers are invited to submit proposals which will be accepted until **Tuesday, September 8, 2026** at 10:00 a.m. CST. Proposals should be addressed to:

Amy Smith, Purchasing Manager
City of North Little Rock
700 West 29th Street
North Little Rock, AR 72114
asmith@nlr.ar.gov

Questions about the RFQ should be addressed to:

Anita Worley, CFO
City of North Little Rock
700 West 29th Street
North Little Rock, AR 72114
aworley@nlr.ar.gov

Background of the City of North Little Rock, Arkansas

The City is a large municipality in the heart of Arkansas with approximately 850 full-time employees. The City operates its own electric utility and has a combined annual budget of approximately \$200 million.

Scope of Services

The City a financial advisory firm that can evaluate whether the increase in the increment that has occurred since the creation of the Redevelopment District of the City of North Little Rock, Arkansas #2 ("Lower Baring Cross Development District") ("District") justifies another bond issuance for initiating a new phase of development within the boundaries of the District and, if warranted, to serve as underwriter and/or structuring agent for the issuance and sale of bonds pursuant to Amendment 78 to the Arkansas Constitution and by Ark. Code Ann. §§ 14-168-301, et. seq.

Format of Statement of Qualifications

The Request for Qualifications is intended to offer interested broker-dealers the opportunity to demonstrate their ability to perform the required services. The City does not intend for the development of a proposal to be expensive or extravagant; however, the proposal should be well-considered for simplicity and ease of understanding.

The Statement of Qualifications should include:

1. Company Background
 - a. Name, address, email and telephone number
 - b. Years in Business
 - c. Offices available to support the City
 - d. Departmental resources to perform the work required by the City
2. A description of your company's experience in similar services and confirmation of the ability to perform scope of services contained herein
3. Three (3) references with contact information

Other Information

Each firm that submits a Statement of Qualifications should disclose all relevant material facts regarding significant financial interest with the City of North Little Rock, its employees and elected officials and all contracts and/or transactions that might reasonably be construed to be adverse to the City's interest. We would also require that the firm disclose as to whether or not the firm, or its employees that will likely serve the City's account have had disciplinary issues in the most recent 10 years.

GENERAL TERMS AND CONDITIONS FOR THE CITY OF NORTH LITTLE ROCK, AR

1. REJECTION

- A. The City reserves the right to reject any or all RFQ's, to waive any minor informality or irregularity in any RFQ, to negotiate changes and/or modifications with the lowest responsible Respondent and to make award to the response deemed to be the most advantageous to the City. Respondents shall be required to comply with all applicable federal, state and local laws.
 - B. The City reserves the right to cancel RFQ's without penalty with it is in the best interest of the City. Notice of Cancellation shall be inserted on the City's website (www.nlr.ar.gov).
 - C. Any RFQ not conforming to the specifications or requirements set forth by the City in this request may be rejected.
 - D. RFQ's may be also rejected if they are made by a Respondent that is deemed un-responsible due to lack of qualifications, capacity, skill, character, experience, reliability, financial stability or quality of services, supplies, materials, equipment or labor.
 - E. The City of North Little Rock reserves the right to reject any and all RFQ's, to accept in whole or in part, to waive any Informalities in RFQ's received.
- 2. Quality, time and probability of performance may be factors in making an award.
 - 3. RFQ's submitted will remain firm for 120 calendar days from RFQ opening date.
 - 4. Respondent must submit a completed signed copy of the front page of the RFQ and must submit any other information required in the RFQ.
 - 5. In the event a contract is entered into pursuant to the RFQ, the Respondent shall not discriminate against any qualified employee or qualified applicant for employment because of race, sex, color, creed, national origin or ancestry. The Respondent must include in any and all subcontracts a provision similar to the above.
 - 6. RFQ's will not be considered if they are:
 - 1. Submitted after the RFQ's opening time.
 - 2. Submitted electronically or faxed (unless authorized by Purchasing Manager).
 - 7. **AMBIGUITY IN BID** - Any ambiguity in any bid as the result of omission, error, lack of clarity or non-compliance by the Respondent with specifications, instructions, and all conditions of bidding shall be construed in the light most favorable to the City.
 - 8. The RFQ number should be stated on the face of the sealed bid envelope. If it is not, the envelope will have to be opened to identify.

9. The City of North Little Rock will follow procedures to check Respondent's eligibility through the federal System for Award Management (S.A.M.) as outlined in 2 C.F.R. § 200. This will be completed prior to the award of any contract in which federal grant funds will be expended.
10. Respondents acknowledge and understand that upon award of the winning RFQ, the Respondent will be required to review and sign a contract with the City of North Little Rock, which will contain additional terms and conditions, prior to providing any services to the City. In the event of any discrepancy or contradiction between the RFQ documents, Terms and Conditions or other such documents, the provisions in the contract shall take precedence.
11. Additional information or bid forms may be obtained from:

Commerce Department
700 West 29th Street, North Little Rock, Arkansas 72119
P.O. Box 5757, North Little Rock, Arkansas 72114
(501) 975-8881 www.nlr.ar.gov

Documents must be submitted on or before the RFQ's opening date and time. Unless noted, RFQ's must be sealed and mailed or delivered to:

**Amy Smith, Purchasing Manager
Commerce Division
700 W. 29th Street, 3rd Floor
North Little Rock, AR 72114**

The City of North Little Rock is committed to fair and equal opportunity in employment and service delivery regardless of race, color religion, gender, age, disability, sexual orientation, gender identity or expression, genetic information, marital status, national origin, or veteran status. This policy statement reinforces and communicates that commitment to employees.