



PROPOSAL OPENING RECORD

Date of opening: May 21, 2024, Norfolk Airport Authority posted Request for Qualification #BPM051010, for the procurement of **Debt Management and Capital Financing Advisor Services**, on the E-Procurement Portal [<https://eva.virginia.gov>] and Norfolk Airport website [<https://www.norfolkairport.com/purchasing>] on April 29, 2024, and the solicitation remained in an open status until May 20, at 5.00 pm EST. The RFQ required that all proposals be paper responses as specified in the Solicitation Schedule. The undersigned certify that all responses received on Request for Qualification #BPM051010 were submitted via email to procurement@norfolkairport.com , and that each Proposer’s response material was digitally sealed upon submission and remained inaccessible until the due date and time specified in the Solicitation Schedule. Responses were received from the following:

Frasca & Associates, LLC	
PFM Financial Advisors, LLC	

The Proposals were opened electronically, and a list of all Proposers was made publicly available in the Norfolk Airport website [<https://www.norfolkairport.com/purchasing>]. All responsive proposals were then submitted for review by the NAA Evaluation Committee.

Bruce Tingle, Financial Controller

Betty Hernandez, Procurement Specialist



PROPOSAL EVALUATION & COMMENT RECORD

All Proposals for RFQ #BPM051010 remained sealed within the NAA Procurement Portal until the scheduled due date and time. Proposals were electronically opened, and the list of all Proposers was made publicly available on the NAA website, on May 21, 2024. Proposals were received from the following and evaluated on a 100pt scale (Related project Experience, Personnel Qualifications, Proposed Approach to work and References. Ranking is disclosed below.

Frasca & Associates, LLC	
PFM Financial Advisors, LLC	

Proposals were reviewed by the Proposal Evaluation Committee: Mark Perryman (CEO), Jarred Roenker (CFO), Steve Sterling (EVP Chief of Staff). The findings of the Proposal Evaluation Committee are summarized below; Interviews were conducted with the Offerors.

Ranking	Company
1	Frasca & Associates, LLC
2	PFM Financial Advisors, LLC



STATEMENT OF COMPLIANCE

As Procurement Specialist of Norfolk Airport Authority, I have reviewed the recommendation of the Evaluation Committee and the accompanying support materials documenting the process followed for **#BPM051010** for **Debt Management and Capital Financing Advisor Services**. The committee accepted, deemed responsive, evaluated, and recommended a proposal for award. Under authority granted to the Procurement Agent, Virginia State Law, the recommendations set forth above are approved. I hereby certify: 1. The procurement process and resulting contract have been awarded in compliance with the Virginia Public Procurement Act, Ch 43, Virginia Code, to obtain the services above and has selected a Contractor to provide those services in conformity to NAA's Procurement Policy.

A handwritten signature in black ink, appearing to read "B. Hernandez", is written over a horizontal line.

Betty Hernandez, NAA, Procurement Specialist

Date: 6/27/24



NOTICE OF INTENT TO AWARD

Date: 06/27/2024

Commodity: Debt Management and Capital Financing Advisor Services

In Response To IFB/RFP #: BPM051010 **Dated:** 04/29/2024

Issue Date: 06/27/2024

Contractor(s) Pending Award: Frasca & Associates, LLC

Records for this procurement are now available for inspection by any Bidder/Offeror on the solicitation listed above. Contact the Contract Officer for additional information.

Purchasing Agent: *Betty Hernandez*
Betty J. Hernandez, NAA Procurement

Email: bhernandez@norfolkairport.com
Phone: 757-233-3602