



## **Indianapolis Airport Authority**

### **Legal Services Opportunities – Bond Issuance 2009 Request for Letters of Interest (RLI-LS1 - 2009)**

**for the**

**New Indianapolis Airport**

**Issued**

**August 10, 2009**

**Responses Due**

**August 17, 2009**

This is an announcement issued by the Indianapolis Airport Authority (“Authority”). The announcement solicits expressions of interest and information from all persons who wish to be considered as a provider of the legal services described below (“Respondent”). Persons with such an interest are invited to comply with procedures described below.

This announcement is intended to publicize the availability of opportunities for the legal services described herein. This announcement is intended to initiate

the process to provide information to the Authority to evaluate the qualifications and proposals of Respondents and to determine a pool of legal counsel for upcoming Authority financings. The selection of counsel and the award of any engagement or contract of the type described herein are within the judgment and sole discretion of the Authority. Neither, the Authority nor any other person(s) can make an obligation, expressed or implied, by issuance of this announcement or by receipt and consideration of any responses.

### **Confidential Information**

In the event Respondent provides to the Authority proprietary data/material related to this announcement and the Respondent requests in writing that such proprietary data submitted not be disclosed by the IAA, this information should be placed in a separate, marked envelope and the IAA will review the request under the Indiana Access to Public Records Act, Indiana Code chapter 5-14-3 and notify the Respondent of its determination.

### **Legal Services**

The Authority is completing the financing for its 2001-2010 capital program with a new money issuance in 2009 ("2009 Bond Issue.") The Authority has approximately \$1.2 billion of debt outstanding and is examining refunding and restructuring opportunities related to the outstanding debt. Legal services of the type described below are being sought by the Authority. The Authority requests that all interested Respondents submit an expression of such an interest and a statement of qualifications in the manner described below.

The 2009 Bond Issue is expected to close by December 31, 2009.

#### **I. Legal Services Opportunities**

The Authority seeks qualified legal firms to provide legal services to the Indianapolis Airport Authority ("Authority") in connection with its debt issuance program. The Authority has previously utilized bond counsel and approved the underwriters' selection of underwriters' counsel. The Authority has not utilized a separate disclosure counsel but may in the future. Respondent should provide one submission indicating in which of those three roles the respondent is interested; Respondent may indicate an interest in more than one role. As a result of this solicitation, the Authority will develop a list of qualified legal counsel to serve in the functions listed below. Selection of counsel and fees related to a particular issue will be conducted by negotiation on an issue-by-issue basis at the sole discretion of the Authority; bond counsel for the 2009 issuance has already been selected. The counsel roles being solicited are:

- A. Bond Counsel
- B. Underwriters Counsel
- C. Disclosure Counsel

## **SCHEDULE**

Submissions are due no later than 12:00 Noon (EST) on August 17, 2009.

Following review of the responses to this request, the Authority may seek supplemental information, conduct a "best and final" solicitation, or conduct preliminary interviews or final interviews. The Authority reserves the right, in its sole and absolute discretion, to make a selection based solely upon the submissions. The schedule for selection and the request for information will vary based upon the nature of and need for the service and the magnitude of the responses to this announcement.

## **SUBMISSION INFORMATION**

Interested parties are invited to respond to this notice through the submission of a letter describing the services that they have an interest in providing and a statement of qualifications. This statement of qualifications should include a concise yet thorough collection of information describing the firm, and its relevant skills, experience and other qualifications. The submission should include any other information that the Respondent considers relevant to the selection process. The submission should identify the individual(s) to be contacted regarding the response. The statement of skill, experience and qualifications should be specifically focused on the type of services that the firm is seeking to provide to the Authority.

The statement should specifically address:

- (1) the firm's experience in providing the identified services to an airport and/or to a governmental entity in central Indiana;
- (2) the specific personnel who will be assigned to the Authority's financing engagements, as well as (a) the experience of each individual, (b) the title of each individual, and (c) the billing rate of each individual, including any proposed discounted rate;

- (3) the firm's experience in providing other types of legal services to the Authority; and
- (4) a list of any and all legal proceedings (civil actions or administrative proceedings) within the last three (3) calendar years in which the Authority was a party and that the firm or any of the individuals listed in response to item (2) above were involved as well as the nature of that involvement.

Any person interested in any of the opportunities identified above should make a submission as described above. Each submission should consist of one original and one (1) copy. Submissions should be presented as 8 ½ x 11 inch documents or as documents easily folded to that size and should be limited to no more than 15 pages. Oversize documents, presentation boards or elaborate bindings are disfavored.

Each submission should clearly identify the entity making the submission and the firm's point of contact. The use of the terms "person" and "firm" in this announcement do not indicate any preference by the Authority with respect to the type of entity, including individual person, with whom it will contract.

Each submission should be mailed to:

Indianapolis Airport Authority  
Attention: Heidi Babkowski, Financial Planning Manager  
2349 Aviation Drive  
Indianapolis, Indiana 46241  
RE: RLI-LS1 - 2009

Submissions must be received by the Authority no later than 12:00 Noon (EST) on the due date indicated above. Submissions received after the deadline will not be considered.

Any questions concerning the intent, meaning and interpretations of this solicitation shall be made in writing and delivered to the Authority no later than 5:00 P.M. (EST) on August 12, 2009. Questions may be sent via email to [hbabkowski@indianapolisairport.com](mailto:hbabkowski@indianapolisairport.com). The failure to contact the Authority will constitute an acceptance by the Respondent of the terms of this solicitation. The Authority will not be responsible for any oral instructions made by any employee(s) of the Authority to persons currently under contract with the Authority in regards to this solicitation.