

**Refugio County Memorial Hospital
Request for Proposal (RFP)
Bank Interest Rates and Terms for Certificates of Deposit, Money Markets, and/or
Government Type Investment Pools
January 4, 2024**

Refugio County Memorial Hospital (RCMH) is requesting proposals for interest rates at Local Banks and/or Other Financial Institutions which may be used for RCMH's Investments in the form of Certificates of Deposit, Money Market Accounts, and/or Government Type Investment Pools. The duration of the agreement will be determined by the rates and timelines that would most benefit RCMH. A range of terms and interest rates may be proposed, preferably a minimum of twelve months up to twenty-four months where applicable. Renewal of terms would be at the discretion of RCMH where applicable. '*Attachment A*' provides more details of the potential financial needs that RCMH has recommended. Separate proposed scenarios for the terms and interest rates may be provided from respective institutions based on different terms including length of time, amounts, rates, etc.

The responses to the RFP may be received in writing by mail, hand delivered, or via email. Indicate '*Request for Proposal Response – Bank Interest Rates and Terms for Certificates of Deposit, Money Markets, and/or Government Type Investment Pools*' on the envelope if mailed and/or delivered. If emailed, indicate the above within the '*Subject*' header.

Delivery:

Return mailed or hand delivered to:

Refugio County Memorial Hospital
Anna S. Arage
Chief Financial Officer
107 Swift St
Refugio, TX 78377

Emailed to:

aarage@rcmhospital.org

The enclosed Request for Proposal and accompanying 'Attachments A' is provided for your convenience in responding to RCMH.

RFP responses shall be received no later than Wednesday, January 17, 2024, EOB (5pm).

Respondents must sign and date the proposal on the appropriate page below. Proposals which are not signed and dated in this manner may be rejected.

RCMH appreciates your time and effort in preparing a response to this RFP. Any questions and/or inquiries from interested financial institutions may be directed to the CFO, Anna Arage, via email at aarage@rcmhospital.org through January 12th, EOB. Responses back for inquiries will be provided by January 15th. Proposals received after the deadline, January 17, 2024, EOB (5 PM), will not be considered for the award of the agreement and will be considered void and unacceptable.

Accepted responses will be reviewed between January 17th – 24th, 2024. Final Recommendations will be determined and will go before the Board for approval on January 24, 2024. Following this date, notification of the awarded proposal will be made January 25, 2024. We will contact all financial institutions - vendors who turned in bids following the review and approval process.

If you do not wish to bid now but wish to remain on the bid list for this product and service, please submit a "No

Bid" by the same time and at the same location as stated for bidding. If a response is not received in the form of a "Bid" or "No Bid" for three consecutive bids, you may be removed from the bid list. If you wish to be removed from the bid list, please let us know.

It is understood that RCMH reserves the right to reject any or all RFP responses for any or all investment products covered in this request and to waive informalities or defects in proposal responses or to accept such responses as it shall deem to be in the best interests of RCMH.

RCMH reserves the right to go outside the responders of this RFP to other potential institutions as deemed necessary.

CONTACT INFORMATION: To obtain results or if you have any questions at any time, please contact Anna Arage, Chief Financial Officer, via email at aarage@rcmhospital.org.

LATE PROPOSALS: RFP responses received after the submission deadline will be considered void and unacceptable. RCMH is not responsible for lateness or non-delivery of carrier, email, etc., and the date stamp received in the Executive Office or email electronic time date stamp shall be the official time of receipt.

ALTERING PROPOSALS: RFP responses cannot be altered or amended after the submission deadline. The signer of the proposal guaranteeing authenticity must initial any interlineation, alteration or erasure made before opening time.

WITHDRAWAL OF PROPOSALS: A proposal may not be withdrawn or canceled by the proposer without permission of RCMH.

SALES TAX: RCMH is exempt by law from payment of Texas Sales Tax and Federal Excise Tax.

PROPOSAL AWARD: RCMH reserves the right to award RFP responses based on the total or unit interest and/or other terms, whichever is in the best interest of RCMH.

CONTRACT: This RFP, when properly accepted by RCMH, shall constitute a contract equally binding between the successful proposer and RCMH.

EXCEPTIONS/SUBSTITUTIONS: All proposals meeting the intent of this RFP will be considered for award. Proposers taking exception to the specifications, or offering substitutions, shall state these exceptions in the 'Exceptions/Comments' section provided below or by attachment as part of the proposal. The absence of such a list shall indicate that the proposer has not taken exceptions and that RCMH shall hold the proposer responsible for performing in strict accordance with the specifications of the invitation. RCMH reserves the right to accept all or none of the exception(s)/ substitutions(s) deemed to be in the best interest of RCMH.

DESCRIPTIONS: Provide complete descriptions that include the terms, type of investment(s) or account(s), and interest rate.

Proposals must comply with all federal, state, county and local laws concerning these types of service.

MINIMUM STANDARDS FOR RESPONSIBLE PROSPECTIVE RESPONDENT: Where applicable, a prospective respondent must affirmatively demonstrate proposal responsibility. A prospective respondent must meet the following requirements:

- 1) Have adequate financial resources, or the ability to obtain such resources as required.
- 2) Can comply with the required or proposed delivery schedule.
- 3) Have a satisfactory record of performance.
- 4) Have a satisfactory record of integrity and ethics.

5) Be otherwise qualified and eligible to receive an award.

RCMH may request representation and other information sufficient to determine respondents' ability to meet the minimum standards listed above.

REFERENCES: RCMH may request the proposer to supply, with the RFP, a list of at least three (3) business references. Include name of organization, address, telephone number and contact person.

DOCUMENTATION: Proposers must provide with their response all documentation required by the RFP. Failure to provide this information may result in rejection of proposal.

REMEDIES: The successful respondent and RCMH agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.

VENUE: This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in Refugio, Texas.

ASSIGNMENT: The successful proposer shall not sell, assign, transfer or convey this contract, in whole or part, without the prior written consent of RCMH.

SILENCE OF SPECIFICATION: The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made based on this statement.

Timeline for RFP:

- RFP period opens Thursday January 4, 2024.
- Emailed Questions and/or Inquiries through Friday January 12, 2024
- RCMH Responses by Monday January 15, 2024
- Respondents Deadline for Submission Wednesday January 17, 2024
- RCMH review and selection period January 17-24, 2024
- Board Approved Notification of Awarded Proposal January 25, 2024

ANY QUESTIONS concerning the RFP and Specifications should be directed to Anna Arage, Chief Financial Officer, via email at aarage@rcmhospital.org

Attention Respondents: Please provide your Texas Identification Number (TIN) to Ensure RCMH Competitive Pricing and a Valid Bank/Financial Institution/Government Pool licenses for the State of Texas.

Any entity or financial institution must hold current valid licenses issued by the respective agency and must indicate below the appropriate license numbers applicable to the referenced RFP.

Texas Identification Number _____

Banking License Number _____

Other License Number _____

VIN Number _____

Respondent: _____

Phone: _____

Email: _____

Person Authorized to Sign (Type or Print):

Signature _____ Date _____

To Be Completed by The Respondent:

The undersigned agrees to fully comply in strict accordance with the RFP, specifications and instructions attached thereto for the amounts shown in the proposal.

Date: _____

Company Name: _____

Signature: _____

Title: _____

Address: _____

City/State/Zip: _____

Telephone No: _____

*Amount: _____

*Rate: _____

*Length: _____

***MAY DUPLICATE AS NEEDED FOR MULTIPLE SCENERIOS. SEE THE ATTACHMENT A BELOW FOR MORE DETAILS.**

NOTE: Proposals may be awarded based on what best meets the needs of RCMH. RCMH reserves the right to choose which financial institution best provides the respective services deemed most appropriate.

Exceptions/Comments:

Proposal's exceptions and or comments provided: _____

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____
- f) _____
- g) _____
- h) _____
- i) _____

ATTACHMENT A

RCMH Requirements for the Bank and/or Investment Accounts to include:

1. Certificate Deposit Rates for 12 to 24 Months Terms. Open to longer terms.
2. Provide longest terms available.
3. Amounts.
4. Money Market Rates with interest rate guarantees.
5. Government Investment Pool Rates.
6. More than one scenario may be proposed.
7. *Interest locked* in for specific period per scenario proposed.

RCMH will provide necessary income statements for 2022 Audited and 2023 Unaudited upon request by respondents. Email Anna Arage at aarage@rcmhospital.org.