City of Lawton

Lawton City Hall
212 SW 9th Street
Lawton, Oklahoma
73501-3944

LEDA Banking Services Proposal Review Committee

Special Meeting Agenda

Friday, March 6, 2026	**10:00 AM**	**Lawton City Hall 3rd Floor Conference Room**

Meeting Called to Order and Roll Call

"Official action can be taken only on items which appear on the agenda. The Committee may adopt, approve, ratify, deny, defer, recommend, or continue any agenda item. The Committee may also propose and enact floor amendments to any matter presented before them. When more information is needed to act on an item, the Committee may refer the matter to City Staff. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

Statement of Compliance with Oklahoma Open Meeting Act, 25 O.S. 301-314

Business Items

1. Review and evaluate the proposals submitted in response to the Lawton Economic Development Authority's RFP for Banking, Depository, and Cash Management Services issued on February 6, 2026; rank the respondents in accordance with the established evaluation criteria; and make a recommendation for the award of services.

Adjournment

The City of Lawton encourages participation from all of its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at (580) 581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48 hour rule if interpreters for the deaf (signing) is not the necessary accommodation."

Item Title:
Review and evaluate the proposals submitted in response to the Lawton Economic Development Authority's RFP for Banking, Depository, and Cash Management Services issued on February 6, 2026; rank the respondents in accordance with the established evaluation criteria; and make a recommendation for the award of services.

Initiator: Richard Rogalski, LEDA Executive Director

Information Source: Tammy Branstetter, Senior Deputy City Clerk, Richard Rogalski, LEDA Executive Director

Background:
On February 6, 2026, the Executive Director of the Lawton Economic Development Authority issued a Request for Proposals (RFP) for Banking, Depository, and Cash Management Services to support funds associated with the Lawton Downtown Economic Project Plan (currently TIF 1 and TIF 2). Proposals were due and publicly opened on February 20, 2026, and a total of six proposals were received in response to the solicitation.

At its February 19, 2026 meeting, the Authority voted to appoint Kirby Brown, Larry Neal, and Randy Warren to serve as a review committee charged with evaluating and scoring the submitted proposals in accordance with the criteria set forth in the RFP and making a recommendation for selection. The Authority further authorized the Chairman to execute an agreement with the recommended banking institution and to deposit project funds in accordance with the approved agreement.

Correlation to the True North Statement:
Transparency and Trust

Exhibit:
LEDA RFP - Banking, Depository, and Cash Management Services
Proposals on File in the City Clerk's Office
Scoring Sheet(s)

Key Issues:
N/A

Funding Source:
Downtown TIF Funds

Recommended Action:
Evaluate and rank the proposals and make a recommendation for the award of services.

ATTACHMENTS:
1. LEDA Banking Services RFP - Signed
2. Proposal Scoring Sheet - Final

3. Proposal Tally Sheet and Master Ranking Sheet - Final

Lawton Economic Development Authority
Lawton City Hall
212 SW 9th Street
Lawton, Oklahoma 73501
(580)581-3305

Re: REQUEST FOR PROPOSALS, Banking, Depository, and Cash Management Services

Date: February 6, 2026

1. NOTICE OF REQUEST FOR PROPOSALS - The Lawton Economic Development Authority (LEDA), a public trust organized pursuant to Title 60 of the Oklahoma Statutes, hereby requests sealed proposals from qualified financial institutions to provide banking, depository, and cash management services.

2. BACKGROUND AND ORGANIZATION - LEDA promotes economic development, job creation, and investment within the City of Lawton. LEDA manages public funds in accordance with Oklahoma law governing public trusts and public funds.

3. TERM OF SERVICES - The anticipated term of service shall be five (5) years, with two (2) optional five (5) year renewals, subject to approval by the LEDA Board of Trustees.

4. SCOPE OF SERVICES - Services include depository accounts, cash management, disbursement services, fraud protection, and dedicated customer service support.

5. PUBLIC FUNDS AND COLLATERAL REQUIREMENTS - All deposits must be secured in compliance with Title 62 O.S. §517.1 et seq., including participation in the Oklahoma Public Funds Collateral Pool or pledged collateral as required by law.

6. MINIMUM QUALIFICATIONS - Authorized Oklahoma or Federally chartered financial institution, approved public funds depository, experience with public entities, financial stability, and local or regional service capability.

7. PROPOSAL CONTENT REQUIREMENTS - Institutional profile, experience and references, services and technology, fee schedule, and financial condition documentation.

8. EVALUATION AND SELECTION - Evaluation based on cost, services, experience, financial stability, security, and customer service. Any award of services shall be subject to approval by the LEDA Board of Trustees in an open meeting.

9. SUBMISSION INSTRUCTIONS - Proposals must be received by the Office of the City Clerk, before 2:00 PM on Friday, February 20, 2026. The proposals will be opened in the 2nd Floor Conference

Room at City Hall immediately thereafter. All responsive proposals will be reviewed and scored by the selection committee.

10. RESERVATION OF RIGHTS AND GOVERNING LAW - LEDA reserves all rights under Oklahoma law. Any contract shall be governed by the laws of the State of Oklahoma.

EXHIBIT A – Estimated Banking Activity

Average Balance: $200,000 – $5,000,000 (variable)
Monthly Deposits: 5-10
Monthly Checks Issued: 10-20
ACH Transactions: 0 per month
Wire Transfers: 2-4 per year

These figures are estimates for proposal comparison purposes only.

EXHIBIT B – Fee Proposal Form

Proposers shall submit a complete fee schedule including:
- Account maintenance fees
- ACH fees
- Wire fees
- Remote deposit fees
- ACH Fraudblocker / Positive pay fees
- Any additional service fees

EXHIBIT C – Evaluation Criteria Matrix

Cost and Fees – 25%
Scope of Services – 20%
Experience with Public Entities – 20%
Financial Stability – 15%
Customer Service / Local Presence – 20%

Thank you,

Richard Rogalski, PE
Executive Director
Lawton Economic Development Authority

LAWTON ECONOMIC DEVELOPMENT AUTHORITY

Proposal Scoring Sheet

Banking, Depository, and Cash Management Services

Proposer: ____
Evaluator: ____
Date: ____________________

Instructions

Score each category from **0–10**.
Multiply your score by the factor shown.
Maximum total score = **100 points**.

Criteria	Weight	Score (0–10)	Multiply By	Weighted Points
Cost and Fees	25%	__________	× 2.5	______________
Scope of Services	20%	__________	× 2.0	______________
Experience with Public Entities	20%	__________	× 2.0	______________
Financial Stability	15%	__________	× 1.5	______________
Customer Service / Local Presence	20%	__________	× 2.0	______________

TOTAL SCORE: ___________________ / 100

Optional Comments:

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LAWTON ECONOMIC DEVELOPMENT AUTHORITY

Proposal Tally Sheet and Master Ranking Sheet

Banking, Depository, and Cash Management Services

Date: ____________________

Instructions

Enter the TOTAL score **(0–100)** from each evaluator's individual scoring sheet.

Add all three scores together and divide by 3 to determine the Final Average Score.

Rank from highest (1) to lowest (6).

Rater	**Scores for each Proposal**					
	Arvest	BancFirst	BOK	CNB	Liberty	Sovereign
Brown						
Neal						
Warren						
Average						
Rank						

Highest Ranking Proposal: ____________________________

Certification

Evaluator: __________________________________ Date: ____________

Evaluator: __________________________________ Date: ____________

Evaluator: __________________________________ Date: ____________