



40+ Years Proudly Serving Flathead, Lincoln, Lake and Sanders Counties.

April 26, 2022

REQUEST FOR PROPOSAL: Loan

Community Action Partnership of Northwest Montana (CAPNM) is requesting proposals for commercial construction financing so that the agency may complete the necessary ground improvements, infrastructure and permanent installation of modular housing units.

All bids for services must include:

- 1.) A commercial real estate loan up to \$500,000. Proposals are being sought for ground work, infrastructure and permanent installation of modular housing units.
 - a. Proposal must outline the following:
 - i. Loan-to-Value requirements.
 - ii. Down payment requirements.
 - iii. Interest rates and terms for calculating interest payment on the unpaid principal balances.
 - iv. Payment terms.
 - v. Fee schedule with associated charges itemized.
 - vi. Non-profit discount.

Email inquiries regarding the scope of work to Cassidy Kipp at ckipp@capnwmmt.org.

All proposals will be reviewed for complete information. Efforts will be made by Community Action Partnership of NW MT to utilize small businesses, women owned enterprises and minority-owned businesses in accordance with **2 CFR § 200.321**. An Offeror qualifies as a small business firm, if it meets the definition of "small business" as established by the Small Business Administration (13 CFR 121.201).

Please complete **all** the requested information and return to this office electronically to Cassidy Kipp ckipp@capnwmmt.org or in paper form no later than 5:00 pm June 1, 2022.

No bid will be considered without the required documents. The agency has the right to accept or reject all bids.

Main Office

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HRDC District 10

www.capnm.net



FY 2022 CAPNM
Modular Unit Construction Financing

SELECTION PROCESS – EVALUATION SCORING SHEET

Proposer Name:

Reviewer:

Evaluation	Total Possible	Awarded
Evaluation of each proposal will be based on the following criteria:		

1.) Did vendor submit proposal for products and services as requested?	5	
a.) Yes		
b.) No		
2.) Interest rate and repayment terms.	15	
3.) Down payment requirements or loan-to-value requirements.	10	
4.) Associated fees with loan.	10	
5.) Overall loan package.	20	
6.) Women owned enterprise, local or minority owned business, small business	5	
7.) Non-profit discount	15	
Possible	80	

Comments/ Notes on Scoring: