



REQUEST FOR QUALIFICATIONS & PROPOSALS (RFQ/P)
CONSTRUCTION LOAN

FLEET SERVICES FACILITY
Central Valley Fire District

215 Wings Way
Belgrade, Montana 59714

AUGUST 20th, 2025

Project Background

The Central Valley Fire District (the "District") is seeking proposals from qualified financial institutions for a construction loan up to \$3.7 million to finance the construction and site development of its new Fleet Services Facility. This project represents a critical investment in the District's infrastructure, enhancing its ability to maintain and service its emergency response fleet efficiently.

The Central Valley Fire District primarily generates its operational and capital revenues through property taxes levied within its designated service area in Gallatin County, Montana. These foundational revenues are supplemented by other operational income streams, fees for specific services rendered, and, as opportunities arise, state or federal grants. The District maintains a robust financial standing, underpinned by consistent revenue collection and prudent fiscal management.

The facility is envisioned as a modern, pre-engineered metal building, designed to optimize functionality and efficiency for fleet maintenance and emergency response. It will encompass an approximate area of 12,800 square feet and will prominently feature 14 apparatus bays, essential for housing and servicing the District's diverse fleet. Additionally, the design incorporates limited, yet functional, office space, dedicated storage areas, and specialized equipment zones to support daily operations.

The proposed new Fleet Services Facility will be strategically located at 775 Frank Road, Belgrade, Montana. The legal description of the property designated for this development is: SW 1/4 SECTION 11, TOWNSHIP 1 SOUTH, RANGE 4 EAST, PRINCIPLE MERIDIAN, GALLATIN COUNTY, MONTANA. This specific location is central to the District's operational needs and service area.

The District has established a Guaranteed Maximum Price (GMP) of \$3.7 million for the construction of this facility. We are committed to a single, continuous construction effort, with an anticipated start date as soon as feasible upon securing financing. Comprehensive construction documents are already complete, and the District has selected a general contractor for the project. The District is seeking to utilize existing Capital Funds for financing of this project.

Project Funding and Repayment Structure

The District is prepared to allocate a portion of funds originating from a mill levy passed in 2018 dedicated to the district's capital funds to support this project.

A critical requirement for this loan is that the repayment schedule must ensure full payoff prior to the sunset date of the existing mill levy in fiscal year 2033 with the loan payment deadline being on or before June 30th, 2033. Proposals should structure their offers to meet this constraint, providing a clear amortization schedule demonstrating full repayment by this deadline.

Project Team and Stakeholders

The Central Valley Fire District has assembled a dedicated and experienced team to oversee the development of the Fleet Services Facility. This team includes:

- **Architect:** JDS Architects, located at 719 W. Mendenhall, Bozeman, Montana 59714, has been selected as the Architect of Record.

- **Owner's Construction Representative:** Brandon Yung, serving as the Deputy Fire Marshal and Facilities Manager, located at 215 Wings Way, Belgrade, Montana 59714, will act as the Owner's Construction Representative.
- **General Contractor:** Blanton Construction, located at 34 Remmy Way, Unti 1, Belgrade, Montana 59714, has been selected as the General Contractor.

Scope of Work for Proposing Lenders

The District invites proposals for a construction loan that will facilitate the timely and efficient completion of the Fleet Services Facility. Your proposal should clearly outline the following:

- **Proposed Loan Amount:** Based on the District's need for up to \$3.7 million.
- **Interest Rate and Loan Terms:** Clearly state the proposed interest rate(s) (fixed or variable options), the amortization period, and any specific terms and conditions.
- **Fee Structure:** Detail all associated fees, including origination fees, closing costs, administrative fees, and any other charges.
- **Disbursement Process:** Describe the proposed draw schedule and the process for releasing funds as construction progresses.
- **Collateral Requirements:** Specify the collateral required for the loan.
- **Repayment Schedule:** Provide a detailed amortization schedule demonstrating full repayment of the loan balance, including principal and interest, on or before June 30th, 2033.
- **Covenant Requirements:** Outline any financial covenants or reporting requirements the District would be expected to meet.
- **Lender Experience:** Provide information on your institution's experience with similar construction loans for governmental entities, particularly fire districts.

District Information and Requirements

- **Borrower:** Central Valley Rural Fire District located at 215 Wings Way, Belgrade, Montana 59714.
- **Project:** Fleet Services Facility
- **Total Project GMP:** \$3.7 million
- **Funding Source for Repayment:** Existing Capital Revenue
- **Loan Payoff Deadline:** On or before June 30th, 2033

Proposal Submission

Interested financial institutions are requested to submit their comprehensive proposals addressing all points outlined above.

- **Proposal Posting Date:** August 20th, 2025
- **Proposal Due Date:** September 3rd, 2025, by 5PM
- **Submission Method:** Submitted electronically to:

CVFD Fleet Services Funding RFP
 Central Valley Fire District
administrator@centralvalleyfire.com
 406-388-4480

Evaluation Criteria and Weighting

Proposals will be evaluated by a selection committee comprised of qualified District representatives. The evaluation will be based on a comprehensive assessment of all submitted materials against the following criteria. While cost is a significant factor, the District will seek the most advantageous proposal, considering the overall value, quality of services, and responsiveness to the District's specific needs. The criteria will be weighted as follows:

- **Lender Qualifications and Experience (30%):** This criterion assesses the proposer's demonstrated expertise in public sector construction financing, particularly for fire districts or similar special districts, and the collective qualifications and experience of the proposed team members.
- **Proposed Loan Terms and Conditions (35%):** This evaluates the competitiveness of interest rates, the transparency and reasonableness of all fees, the flexibility of repayment options, and the overall alignment of the proposed terms with the District's financial needs and Montana statutory limitations.
- **Financial Capacity and Strength of Lender (15%):** This assesses the financial stability, available resources, and creditworthiness of the proposing financial institution to ensure its capability to fund the proposed loan without undue risk.
- **Loan Servicing and Administration Plan (10%):** This evaluates the efficiency, responsiveness, technological capabilities, and overall quality of the proposed loan servicing and reporting mechanisms.
- **References (5%):** This considers positive feedback and demonstrated success from past clients, especially public entities that have undertaken similar construction projects.
- **Completeness and Responsiveness of Proposal (5%):** This assesses the proposer's adherence to all RFP instructions, the clarity and organization of the submission, and the thoroughness with which all requested information is provided.

Interview Process (If Applicable)

The selection committee may, at its sole discretion, short-list the top-ranked firms for oral interviews. These interviews will serve as an opportunity to further assess qualifications, clarify specific aspects of the proposals, and engage in a direct discussion regarding the proposer's approach to the District's unique financing needs.

Contract Award and Negotiation

The District reserves the right to negotiate the final terms and conditions of the loan agreement with the selected proposer. The award will be made to the proposer whose proposal is deemed most advantageous to the Central Valley Fire District, considering all evaluation criteria and the District's best interests. The District explicitly reserves the right to accept or reject any and all proposals received as a result of this RFP, to waive minor irregularities, or to cancel this RFP in its entirety if it is determined to be in the District's best interest to do so.

Public procurement processes, especially for complex financial services, often include a negotiation phase. The explicit reservation of the right to negotiate the final terms provides the District with crucial flexibility to refine the loan agreement even after a preferred proposer has been identified. This is a standard and vital practice to ensure the District secures the most favorable terms and achieves the best value for public funds. Lenders should understand that their initial proposal, while critical, may be subject to further discussion and refinement. They should present their most competitive initial offer but be prepared for subsequent negotiations on specific terms, rates, covenants, or conditions. The District will ensure it has appropriate internal legal and financial counsel available for this critical negotiation phase.

Contact Information

For any questions regarding this Request for Proposal, please contact:

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