

## Price Proposal Form

### Multifamily Loan Underwriting Services for DHCD

**Section I.** Loan Underwriting Services - For each task, provide below a fixed, fully loaded price, to include all anticipated costs to the Contractor for the duration of the project

		Column A	Column B	Column C
Task ID #	Task Description (for detailed description see Section 4.2 A (2) of RFP	Unit Price for Completion of Task	Number of Tasks per Contract Year*	Evaluated Task Price Unit Price multiplied by # of Tasks
a.	<u>Determine Threshold or Eligibility Compliance</u>	\$ _____	5	\$ _____
b.	<u>Conduct Site Inspections</u>	\$ _____	5	\$ _____
c.	<u>Determine Project Selection Compliance</u>	\$ _____	5	\$ _____
d.	<u>Submission Kit Review and Underwriting of Financing Proposals</u>	\$ _____	5	\$ _____
e.	<u>Tax-Exempt Bond Projects -- Prepare Project Recommendations</u>	\$ _____	5	\$ _____
f.	<u>Prepare Program Documents and Close Financing</u>	\$ _____	5	\$ _____
	Evaluated Annual Price for Tasks a-f. (Calculate by totaling Column C, Rows a-f)			\$ _____  (Insert this amount in Section III A on page 2)

\*Volume of work is for evaluation purposes only and not a guarantee of volume of work.

**Section II.** Technical Assistance and Training Services - For each item, provide below a fixed, fully loaded hourly or session rate as appropriate, to include all anticipated costs to the Contractor for the duration of the project.

		<b>Column A</b>	<b>Column B</b>	<b>Column C</b>
		<b>Hourly Rate</b>	<b>Number of Hours per Contract Year*</b>	<b>Evaluated Price Hourly Rate X # of Hours</b>
1	One-on -one technical assistance & training session	\$_____	20	\$_____
		<b>Unit Price for Session</b>	<b>Number of Sessions per Contract Year*</b>	<b>Evaluated Price Unit Rate X # of Sessions</b>
2	Half Day Group technical assistance & training session	\$_____	2	\$_____
3	Full Day Group technical assistance	\$_____	1	\$_____
	Evaluated Annual Price ( Total of Column C, Rows 1, 2, 3)			\$_____ (Insert this amount in Section III B below)

\*Volume of work is for evaluation purposes only and not a guarantee of volume of work.

**Section III.** Total Evaluated Two Year Price

Annual Price

Two Year Price

- A. Evaluated Price - Loan Underwriting Services: \$\_\_\_\_\_ x 2 years = \$\_\_\_\_\_
- B. Evaluated Price - Technical Assistance and Training Services: \$\_\_\_\_\_ x 2 years = \$\_\_\_\_\_
- C. Total Contract Evaluated Price (Total of A and B above): \$\_\_\_\_\_ x 2 years = \$\_\_\_\_\_

Name of Offeror: \_\_\_\_\_ By: \_\_\_\_\_

Address: \_\_\_\_\_ Typed Name: \_\_\_\_\_

\_\_\_\_\_ Title: \_\_\_\_\_

Contact Name \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

FID#: \_\_\_\_\_ Date: \_\_\_\_\_

State of Maryland MBE Certification No. (if applicable): \_\_\_\_\_

State of Maryland Small Business Reserve Certification (if applicable): \_\_\_\_\_