

**From:** Maine State Housing Authority

**To:** Interested Parties

**Date:** June 13, 2018

**RE:** Invitation for Proposals for Tax Exempt Financing

The Maine State Housing Authority (“MaineHousing”) is seeking proposals from financial institutions for tax exempt financing for the acquisition and renovation of land and a building located at 26 Edison Drive in Augusta, Maine. The renovated property will serve as MaineHousing’s new office facility.

**Proposal Information**

**Financing Amount:** Not to exceed amount of \$16,000,000

**Project Information:** Acquisition and renovation of real estate located at 26 Edison Drive, Augusta, Maine. The property consists of a two-story, 79,126 square foot office building on 15.26 acres. Construction will consist of a complete rehabilitation of the existing building. A 14,000 square foot one-story building connected to the main two-story building will be demolished and removed. The construction period is expected to begin approximately December, 2018 and be completed January, 2020.

**Type of Financing:** The Financing will be a General Obligation of MaineHousing and will be a Tax-Exempt, Non-Bank Qualified Private Placement, which may be in the form of a note or mortgage loan.

**Financing Term:** Amortization period of fifteen (15) years following an estimated twelve (12) month construction period.

**Payment:** Two Options:  
1) Fixed Rate Option: Consecutive level-payment monthly installments comprised of principal plus interest.  
2) Variable Rate Option: Consecutive monthly installments comprised of principle plus interest.

**Interest Rate:** Provide an All-in rate for both the Fixed Rate and Variable Rate options. The proposal should include the relevant interest rate index and spread for each rate. All closing, documentation and other origination costs should be included in the proposed rates.

**Interest Rate Protection:** For the Variable Rate Option discuss availability and structure of any hedging instrument (“Swap”) from your institution.

- Prepayment Privilege: Specify prepayment terms for both the Fixed Rate and Variable Rate options. Describe procedure and any related fees or penalties in the event a prepayment option is exercised.
- Security: A first priority mortgage on the real property located at 26 Edison Drive in Augusta, Maine and an absolute assignment to the financial institution of all rights in and to all present and future rents and leases affecting the property will be provided. Indicate if an appraisal will be required.
- Escrow Accounts: Specify debt service and/or other escrow reserve requirements.
- Other: Provide other special terms and conditions not addressed including, but not limited to, title insurance and financial reporting requirements.

### **Submission of Proposal**

- Questions regarding this Invitation for Proposals should be directed to Tom Cary, MaineHousing's Treasurer, via email at [tcary@mainehousing.org](mailto:tcary@mainehousing.org).
- Proposals must be submitted by email in PDF format and must be received by MaineHousing no later than 5:00 p.m. ET on June 28, 2018. Proposals should be sent to Tom Cary at [tcary@mainehousing.org](mailto:tcary@mainehousing.org) with the subject line: "Invitation for Proposals for Tax Exempt Financing".

