

EXHIBIT 3-C

SAMPLE FORMAT FOR ADVERTISING THE AVAILABILITY OF A REQUEST FOR PROPOSALS (RFP) OR REQUEST FOR QUALIFICATIONS (RFQ)

The _____ (*grantee name*) has been awarded a federal Community Development Block Grant (CDBG) in the amount of \$_____ by the Montana Department of Commerce (DOC) for _____ (*description of project*).

Contingent upon this award, the _____ (*Town or City Council or County Board of Commissioners*) is requesting proposals (statement of qualifications)s for engineering services [and/or *architectural services, as applicable*] to assist the governing body in designing and in supervising the construction of this project [and/or, *as applicable, proposals for management services to assist the _____ (grantee name) in the administration of this project*] in compliance with all applicable requirements under the Montana CDBG Program.

Copies of the detailed request for qualifications (RFQ) [*or request for proposals/RFQ, as applicable*], including a description of the services to be provided by respondents, the minimum content of responses, and the factors to be used to evaluate the responses, can be obtained by contacting _____ (*name, address, and telephone*).

All responses to the detailed RFQ [*or RFP, as applicable*] must be submitted by _____ (*date*) to _____ (*Mayor/Commissioner*), _____ (*address*), _____, Montana _____ (*zipcode*).