



**National Energy Improvement Fund**  
**Solicitation for Qualified Contractor**  
**NEIF – 2026 – 1**

**12 March 2026**

## I. General Information

### A. **PROCUREMENT OVERVIEW**

The National Energy Improvement Fund, LLC (NEIF), as a contractor to the State of New Mexico's Energy Conservation and Management Division (ECAM), is conducting a limited solicitation to select a New Mexico-based entity to receive and administer funds that support deployment of clean energy in New Mexico. This solicitation is being conducted in direct response to appropriation language per [FY26 HB 2, page 205-6](#), as follows:

*To contract with a New Mexico entity established by a coalition of New Mexico counties and municipalities to provide low interest loans that facilitate the adoption of technologies intended to reduce carbon emissions such as wind, solar, weatherization and geothermal energy contingent on the passage of Senate Bill 48 or similar legislation of the first session of the fifty-seventh legislature creating the community benefit fund. Loans shall preference underserved and low-income communities. In applying for loans, entities shall demonstrate that the expenditure of funds will result in a positive return on investment in terms of reduced utility costs and/or reduced carbon emissions for the state. The other state funds appropriation is from the community benefit fund.*

All respondents are asked to thoroughly review the above appropriation language and to assess their organization's ability to fulfil the requirements laid out in this language. No respondent will be considered that does not meet the above requirements.

All respondents to this SOLICITATION are subject to instructions communicated in this document and are cautioned to completely review the entire SOLICITATION and follow instructions carefully. NEIF retains the right to reject any or all proposals or any, if applicable, subsequent submittals and/or proposals, and to waive technicalities, irregularities, and informalities, and retains the right to cancel or conclude this procurement at any time without selecting a respondent to provide the described services, without any liability to any respondents, or any other person or entity, and is under no obligation to make an award relating to this SOLICITATION to any person or entity.

The deadline for proposal submissions is March 20, 2026 at 5:00 PM MDT.

### B. **IMPORTANT - A RESTRICTION OF COMMUNICATION IS IN EFFECT FOR THIS PROJECT.**

From the time of advertisement of this solicitation until a contract is executed (final award) with successful respondent(s) and such final award(s) is/are announced, interested respondents are not allowed or permitted to communicate about this solicitation or scope with any staff or any official

representatives of NEIF or stakeholder agencies except for submission of questions as instructed in the SOLICITATION, or as provided by any existing work agreement(s), or as requested by NEIF. NEIF may, in its sole discretion, request interviews or presentations by meeting with any or all applicants to clarify or negotiate modifications to proposals. Apparent Awardee(s) are restricted from making public statements or press releases about their selection as finalists or their apparent award. For violation of this restriction, NEIF reserves the right to reject the submittal of the offending respondent.

## **II. Scope of Services**

The following represents the scope of work for the selected sub-contractor that should be addressed in a respondent's proposal in response to this SOLICITATION.

*The selected sub-contractor will provide financial products and services to New Mexico entities, with those financial services focused on addressing the energy burdens and climate impacts to low income and tribal communities and households in New Mexico. Broadly, the selected sub-contractor will provide financial products and services that support investments in building decarbonization, renewable energy, agriculture, and water infrastructure. Other related financial support to related sectors may also be considered.*

The selected applicant must demonstrate through monthly and an annual report, the following:

- Funding and Applications
  - Financing applications received, by dollar amount and count, describing the market sector served
  - Finance closing documents executed with counterparty
  - Total amount of funds disbursed, whether through pre-funding or final funding to a project or borrower
  - Private capital leveraged through selected sub-contractor activity
  - Portfolio credit performance including any delinquencies, charge-offs
- Other metrics
  - Impact of project and how it achieved a positive return on investment in terms of reduced utility costs and/or reduced carbon emissions for the state
  - Other reporting as defined in agreement between NEIF and awardee

An applicant must demonstrate in its proposal how it will design and execute financial products. Additionally, the respondent must demonstrate that the organization meets the following criteria:

- The respondent should describe how the organization meets the criteria described above in the relevant New Mexico appropriation language in [FY26 HB 2, page 205-6](#).

- Proposed financial product(s) should fill a financial gap in New Mexico not already served by traditional financial institutions such as banks, credit unions, or other private capital.
- Proposed financial product(s) should serve a catalytic function in the financial marketplace by:
  - A demonstration effect that provides effective demonstration of financial viability of projects, technologies, or products that reduce carbon emissions and serve under-served markets. This demonstration effect should provide models that may later be replicated by traditional financial institutions.
  - A leveraging effect that combines private and the sub-contractor capital through capital blending, co-investing, senior-subordinate structures, loss reserves, bridge funding or other mechanisms that attract and catalyze engagement of private capital where it would not otherwise participate.
  - Providing, where appropriate, financial products to the marketplace that may be concessionary in terms of interest rate, term, collateral position. Concessionary rates or terms are not a requirement for financial products offered by the selected sub-contractor.
  - The product portfolio should focus largely, although not necessarily exclusively, on serving traditionally under-served communities in New Mexico.
  - The product should be focused on supporting investments in technologies or installations that reduce greenhouse gas emissions in New Mexico and/or reduce the energy burden on low-income and tribal communities and households.
- The product is expected to support one or more of the following:
  - Investments in decarbonization via electrification, energy efficiency, or solar energy and related technology such as battery storage.
  - Investment in renewable energy.
  - Investment in the agricultural sector that may reduce either energy or water usage.
  - Investment in other water efficiency measures.
- Applicant should provide evidence of full compliance with any required lender or related licenses that enable applicant to conduct its business in New Mexico, including any relevant lending licenses. Such compliance may be demonstrated via proof of a sub-contractor to applicant's appropriate licensing, or a plan to acquire respective licenses internally or with a future sub-contractor agreement.
- Applicant should provide description of relevant information security measures taken to protect its customer/applicant confidential information, with particular attention to applicant's ability to appropriately protect personally identifiable information (PII) where applicable.
- Applicant should describe its or its sub-contractor's technical ability to receive customer financing applications, to underwrite such applications, to document such applications with

customer. Applicant should describe its underwriting process, or its plan to develop and implement its underwriting process internally or with a future sub-contractor agreement.

- Applicant should describe its ability to, where required, service any loan applications held within the applicant’s servicing portfolio. This servicing description should include a description of applicant’s process for addressing customer delinquencies, other defaults or charge-offs, or its plan to develop and implement its servicing process internally or with a future sub-contractor agreement.
- Applicant should provide its cyber-security policy.

**III. Schedule of Events**

The following table represents NEIF’s best estimate of the schedule that will be followed. All times indicated are prevailing times in New Mexico (MDT). NEIF reserves the right to adjust the schedule, with prior notice, as it deems necessary.

Selection Facilitator issues public advertisement of SOLICITATION	3/13/26	-----
<b>Deadline for submission of proposal</b>	3/20/26	<b>5:00 PM MDT</b>
Final award target date	3/26/26	

**IV. CONTENT OF RESPONSE FOR PROPOSALS**

Interested applicants must submit the following information to be considered for award.

**A. STABILITY AND RESOURCES**

1. Basic respondent information

Provide company name, address, name of primary proposing contact, telephone number, email address, and company website (if available). If the respondent has multiple offices, the qualification statement shall include information about the parent company and branch office separately. Identify office from which project will be managed and this office’s proximity to the Project site(s). Provide form of ownership, including state of residency or incorporation, and number of years in business. Is the respondent a partnership, corporation, limited liability corporation, non-profit, or other structure?

2. History and growth of organization

Briefly describe the history and growth of your organization. Has the respondent or any affiliate been involved in any arbitration, litigation, mediation, dispute review board or other dispute resolution proceeding occurring during the last 10 years involving an amount more than \$200,000? Also, describe

any pending regulatory inquiries that could impact your ability to provide services if you are the selected awardee. List any indictments that have been issued against the project team members or principals of the respondent.

3. Has the respondent ever been removed from a contract or failed to complete a contract as assigned? Explain.

## **B. EXPERIENCE AND QUALIFICATIONS**

### 1. Personnel Information

Provide information pertaining to the principal personnel including but not limited to: , Number of employees, Principal in Charge, Lending Program/Services Administrator, and all other key personnel. Provide information on level of commitment for proposed senior personnel and key members of team. In an appendix to response, please include resumes and professional registration information for personnel identified.

### 2. Program Experience

Provide experience on relevant programs of the lending respondent including professional qualifications and description of involvement/experience for proposed project staff. This should include the degree of apparent relevant competencies of the lending professional(s) and lead staff relative to the program and services described herein, and evidence of competence.

### 3. Lending Experience

Provide information on the respondent's experience and qualifications in a lending for similar programs. Include any oversight of projects of extreme complexity, including experience in providing leadership in projects that are highly challenging. Include any certifications, industry ratings, and national or international achievement recognitions, etc., to attest to the level of experience and success. Describe innovations that the respondent might have introduced or employed to increase the project's adherence to technical industry standards.

## **C. SUITABILITY**

### 1. Scope of Services and Differentiation

Provide your organization's plan and ability to achieve the elements identified in Section II. Scope of Services. Provide any information that may serve to differentiate your organization from other respondents, including but not limited to description of services or relevant performed scopes or techniques which might be especially suitable for the program.

## **V. Evaluation Criteria (for Step 1)**

### **A. CRITERIA FOR EVALUATION OF PROPOSALS**

The Selection Committee will evaluate proposals using the following criteria:

*40% Factor*      **Compliance with State of New Mexico authorizing appropriation language.**

*30% Factor*      Respondent's relevant **experience and qualifications**, including the demonstrated ability of the respondent in effective program services comparable in complexity, size, and function, for customers similar in scope to this solicitation. This includes relevant experience and qualifications of the principal managers and lead staff and level of experience during all phases of similar scopes. **Stability and resources** of the submitting respondent, including the respondent's history, status, growth, overall resources of the respondent, litigation history, financial information, and other evidence of stability.

*30% Factor*      Respondent's apparent **suitability** to provide services for project, including the respondent's apparent fit to the project type and/or needs of NEIF, any special or unique qualifications for the project, suitability for the solution described, current and projected workloads (available resources), proximity of office(s) and/or lead staff to project location and/or proven ability to gather resources in location of service, proposed quality control/quality assurance procedures, special or enhanced capabilities.

## **VI. Submittal Conditions**

### **A. SUBMITTAL OF QUESTIONS AND REQUESTS FOR CLARIFICATION**

Questions about any aspect of the SOLICITATION, or the project, shall be submitted via email to the Selection Facilitator.

**Chrissy Brenner**  
**National Energy Improvement Fund**  
**Email: [CBrenner@neifund.org](mailto:CBrenner@neifund.org)**

### **B. SUBMITTAL INSTRUCTIONS**

Proposals must be received on or before the above deadline and submittal must be by email to the Solicitation Facilitator with the subject "Submission - <Vendor Name> - NEIF 2026-1".

Files should be submitted in a single electronic (.pdf) file. Submittals must be printable on standard (8½” x 11”) paper. The pages of the qualification submittals must be numbered. A table of contents must be included to identify each section as instructed in this SOLICITATION. Responses are limited to 10 printable pages or less using a minimum of size 11 font. Each proposal shall be prepared simply and economically, providing straightforward, concise delineation of respondent’s capabilities. Irrelevant displays and promotional materials are not desired. Emphasis must be on completeness, relevance, and clarity of content. **NOTE:** All pages **shall be included** in the page limit **EXCEPT** for the front cover, table of contents, and required exhibits/appendices.

Submittals received after the time and date set for receipt are subject to rejection. All proposals are considered Sealed Proposals and upon receipt become the property of NEIF.

### **C. SOLICITATION CONDITIONS**

No Obligation of NEIF/ No Contractual Offer. Respondents understand and agree that NEIF has the right to reject any and all proposals or to cancel the SOLICITATION process at any time without any liability to NEIF, the State of New Mexico, or any other person, and NEIF is under no obligation to make an award relating to this SOLICITATION to any person or entity. In addition, NEIF reserves the right to evaluate only those Proposals determined to be fully responsive to the SOLICITATION. All such decisions are ultimately to be made in the sole discretion of NEIF, for any reason or for no reason whatsoever, and NEIF is under no obligation to assign any reason for the rejection, non-review or non-acceptance of any proposal. Under no circumstances shall this SOLICITATION and component processes within be construed as a contractual offer.

No Liability and Waiver of Claims. NEIF may, in its sole discretion, request fee proposals from, and subsequently enter into an agreement with, any entity selected in this process. Furthermore, respondents shall not hold NEIF, the State of New Mexico, their customers, and/or any of their respective employees, representatives, agents, attorneys, advisors or consultants liable for any reason whatsoever related to this SOLICITATION and respondents hereby waive all such claims.

Information Provided by NEIF for Convenience. All information supplied in this SOLICITATION is provided solely as a convenience to facilitate the selection process and is considered confidential. NEIF does not guarantee the accuracy or completeness of any such information supplied. In addition, respondent shall not rely on any express or implied statements, warranties or representations made. Respondent agrees that NEIF and their employees, representatives, agents, advisors or consultants cannot be held liable for any such statements, warranties or representations or inaccuracies or incompleteness in any information provided.

Costs. All costs incurred in the preparation of a response to this Solicitation are the responsibility of the applicant and will not be reimbursed by NEIF or ECAM.

Records and Financial Audit. The Awardee and its subcontractors shall maintain time and expenditure records that indicate the date, time, nature, and cost of services rendered retain them for a period of six years from the date of final payment (or longer as determined by NEIF or ECAM). ECAM and NEIF shall have the right to audit time and expenditure records both before and after payment, and the Awardee will be required to include in all subcontracts the same right of inspection and audit against all its subcontractors.

Use of Minority Business Enterprises (MBEs) and Women’s Business Enterprises (WBEs). NEIF is required to take affirmative steps to assure that MBEs and WBEs are used when possible as sources of supplies and services and will require an Awardee to take such steps if subcontracting. Please advise in the context of your response whether you are a MBE or WBE and, if not, whether you plan to engage in any subcontractors who are MBEs or WBEs.

Environmental Standards. Awardee shall comply with all applicable standards orders or requirements issued under the federal Clean Air Act (42 U.S.C. § 7401 et seq.); Clean Water Act (33 U.S.C. § 1251 et seq.); Executive Order 11738 (Providing for Administration of the Clean Air Act and the Federal Water Pollution Control Act With Respect to Federal Contracts, Grants, or Loans); and U.S. Environmental Protection Agency (EPA) regulations.

Conflict of Interest. The applicant must disclose any possible conflicts of interest that may result from the award of the contract or the services provided under the contract pursuant. Except as otherwise disclosed in the proposal, the applicant affirms that to the best of its knowledge there exists no actual or potential conflict between the applicant, the applicant’s employees or their families’ business or financial interests and the services provided under the contract. Respondents understand and agree that NEIF may, in its sole discretion, judge whether any apparent conflicts of interest of respondents warrant rejection of the submittal(s) of the respondent, or other action; and that In the event of any change in either interests or the services provided under the contract, the applicant will inform NEIF regarding possible conflicts of interest, which may arise as a result of such change, and agree that all conflicts shall be resolved to NEIF’s satisfaction or the applicant may be disqualified from consideration under this Solicitation.

Vendor Protests. A vendor who is aggrieved regarding a solicitation may communicate the grievance by letter to the selection facilitator of the solicitation with copy to the Managing Member of NEIF prior to the submittal deadline required by the solicitation. Any actual respondent who is aggrieved regarding the award of a contract may communicate the grievance by letter to the selection facilitator of the solicitation, with copy to the Managing Member of NEIF no later than 10 calendar days following the apparent award.