

PROPOSAL DEADLINE: WEDNESDAY, FEBRUARY 13, 2008

REQUEST FOR PROPOSAL ANNOUNCEMENT

REBUILD MICHIGAN COMMUNITY PARTNERSHIP

PURPOSE

The purpose of this Request for Proposal (RFP) is to obtain proposals from organizations interested in forming a Rebuild Michigan community partnership that will help increase energy efficiency in commercial buildings within the community. The partnership will focus on community-based energy planning to insure that local needs are met; a sustained local effort is established; and, to the fullest extent possible, local products and resources are employed. The community partnership is typically led by a municipality or municipal utility, school, college or university, community/economic development agency or an energy-related, non-profit organization. The partnership may include any combination of public and private organizations that are willing to promote commercial building energy efficiency within the identified community.

Community partners have access to Rebuild Michigan technical and informational services that include preliminary building energy analyses, energy benchmarking, and Energy Star building labels. For more details on the Rebuild Michigan program, <http://www.michigan.gov/eorebuild> or <http://www.michigan.gov/eormes>

This Request for Proposal (RFP), available upon request, provides interested parties with sufficient information to enable them to prepare and submit their proposals for consideration by the State of Michigan to award a start-up grant for a Rebuild Michigan community partnership.

ELIGIBILITY REQUIREMENTS

Public and non-profit organizations are eligible to submit proposals to plan and put into action a Rebuild Michigan program in their community. Current Rebuild Michigan community partnerships are not eligible. For the purpose of this solicitation, communities are defined as areas with a residential population of at least 5,000 and a minimum of fifteen (15) commercial/institutional buildings. Examples of defined communities include universities with an on-campus residential population of at least 5,000; townships, cities, villages, counties, and other multi-jurisdictional entities. One grant will be awarded per community. If multiple proposals are received from a defined community, the Energy Office reserves the right to negotiate a single grant award among the competing applicants. Communities with a residential population of 10,000 or more can qualify for a maximum grant award not to exceed \$24,900. Lesser populated communities may qualify for proportionately smaller grant awards.

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INQUIRIES

Questions that arise as a result of this RFP must be submitted in writing to the Issuing Office either by mail, e-mail, or fax. Telephonic questions cannot be answered. All questions must be submitted by Wednesday, January 23, 2008.

PRE-PROPOSAL MEETING

A pre-proposal conference will be held for this RFP on Wednesday, January 16, 2008, at 2:00 pm. Persons interested in attending this conference either by phone or in person should contact Tom Krupiarz, Program Coordinator, Energy Office, 611 West Ottawa St., P.O. Box 30221, Lansing, Michigan 48909; telephone number: (517) 241-6184; fax number: (517) 241-6229; email address: krupiarzt@michigan.gov to confirm their plans and for additional information.

RESPONSE DATE

Proposals must arrive at the Issuing Office by 5:00 PM, Wednesday, February 13, 2008.

ISSUING OFFICE AND FUNDING SOURCE

This RFP is issued by the Energy Office, Michigan Department of Labor and Economic Growth. The point of contact is Tom Krupiarz, Energy Office, 611 West Ottawa Street., P.O. Box 30221, Lansing, Michigan 48909; telephone number: (517) 241-6184; fax number: (517) 241-6229; email address: krupiarzt@michigan.gov

This grant will be financed 100% by the U.S. Department of Energy.

GRANT AWARD

The Issuing Office will undertake Grant award negotiations with an applicant whose proposal shows them to be best qualified, responsible and capable of launching a successful Rebuild Michigan community partnership. The maximum grant award is \$24,900. Project funds must be used for personnel, marketing, printing, technical support, or administrative costs. No purchase of equipment is allowed. Projects must be completed in the period specified in the RFP. A 50% match is required from the applicant. Matching funds (cash and/or in-kind) must be applied to direct project costs and cannot be from a federal source. An applicant match greater than 50% is encouraged.