



PCB Ballast Removal Initiative

REQUEST FOR INTEREST

Response Due November 12, 2012

**Michigan Energy Office
Michigan Strategic Fund
300 N. Washington Square
Lansing, MI 48913**

PCB Ballast Removal Initiative

Request for Interest

PART I

GENERAL INFORMATION

I-A Purpose

The Michigan Energy Office (MEO) is prepared to offer one grant to a public school district in SE Michigan for an energy efficiency lighting project which results in the removal and disposal of PCB ballasts from one or more buildings in the district. The selected public school district will remove and properly dispose of lighting fixtures containing PCB ballasts and replace with energy efficient lighting.

I-B Eligibility Requirements

Only public school districts in the following SE Michigan counties are eligible: Livingston, Macomb, Monroe, Oakland, St. Clair, Washtenaw and Wayne. School districts/buildings meeting as many of the following criteria as possible will be given priority consideration: Elementary schools; Schools built before 1979; Schools that have not had complete lighting renovations since 1995; Schools with magnetic ballasts and T-12 lighting fixtures; Schools with a high percentage of students eligible for Free or Reduced Lunch; Schools that are currently part of the Rebuild MI Program; Schools with identified PCB-contaminated ballasts.

I-C Issuing Office and Point of Contact:

This Request for Proposal (RFP) has been issued by the Michigan Energy Office. All questions regarding this solicitation should be directed to:

Tim Shireman
Michigan Energy Office
Michigan Strategic Fund
300 N. Washington Square
Lansing, MI 48913

I-D Grant Award

A total of \$100,000 in funding is expected to be available to a single public school district involving one or more of their buildings. **There is no match required although interested school districts are encouraged to have qualified maintenance staff perform all project labor.**

The Michigan Energy Office will undertake grant award negotiations with the applicant whose response to this Request for Interest shows them to be best qualified, responsible, and capable of achieving the purpose, objectives, and tasks outlined by this RFI. Funds must be expended by August 31, 2013.

I-E Inquiries

Questions that arise as a result of this RFI must be submitted to the Michigan Energy Office by email only. Telephonic questions cannot be answered. All questions must be submitted on or before 5:00 PM, November 5, 2012. Submit questions to Tim Shireman, e-mail: shiremant@michigan.gov.

I-F Response Date

Responses must arrive at the Issuing Office by 5:00 p.m. on November 12, 2012.

Mail responses to: Tim Shireman, Michigan Energy Office, 300 N. Washington Square, Lansing, Michigan, 48913; Hand delivery: Michigan Energy Office, 300 N. Washington Square, 2nd Floor, Lansing, Michigan, 48913. Applicants mailing responses should allow normal delivery time to ensure timely receipt of their proposal. Responses may also be emailed to Tim Shireman at: shiremant@michigan.gov. Responses must be submitted as complete documents. Additional information pertaining to a response received after the due date will not be accepted.

PART II
INFORMATION REQUIRED FROM RESPONDENTS

All responses must include a project summary. The project summary should not exceed two pages and should include the name of the organization and an outline of the proposed project at a minimum. The outline of the proposed project should identify the building(s) to be retrofitted, a description of the current lighting (including ballasts) to be replaced, and a proposed timeline for project completion (all project funds must be expended by August 31, 2013).

The executive summary should also discuss to what extent the proposed project meets the following criteria:

1. Does the proposed project include Elementary Schools?
2. What year(s) were the building(s) built? Pre-1979 is preferred.
3. Have the building(s) had complete lighting renovations since 1995?
4. Does the current lighting contain PCB magnetic ballasts? What % of total lighting?
5. What % of students in the district are eligible for Free or Reduced Lunch?
6. Has the school district ever participated in the Rebuild MI Program?
7. Describe the level of support/commitment in the district to implement this project.

The State contemplates the grant period will start December 3, 2012 and will end on August 31, 2013.

Signature Block

Please sign the application and include the following language:

I certify that all information contained in the above response is true to the best of my knowledge and belief.

Certified by:

Authorized Signatory and Title: _____

Organization Name: _____

Telephone No.: _____

E-mail: _____