

OFFICE OF THE GOVERNOR

**BOB RILEY**  
GOVERNOR



STATE OF ALABAMA

ALABAMA DEPARTMENT OF ECONOMIC  
AND COMMUNITY AFFAIRS

**Bill JOHNSON**  
DIRECTOR

To Interested Parties:

The Alabama Department of Economic and Community Affairs (ADECA) – Energy Division is soliciting proposals for the State Energy Program funded through the American Recovery and Reinvestment Act of 2009.

In addition to the goals set forth in the Recovery Act, the State Energy Program provides for the planning and implementation of energy programs in Alabama that are designed to achieve national energy goals such as lowering energy costs and consumption, along with decreasing reliance on imported energy.

All proposals must be received no later than **5:00 p.m., June 29, 2009**, at:

**By Mail:**

ADECA - Energy Division  
P.O. Box 5690  
Montgomery, AL 36103-5690

**By Courier:**

ADECA - Energy Division  
Mailroom 404  
401 Adams Avenue  
Montgomery, AL 36104

Questions concerning this 'Request for Proposals' may be submitted in writing through June, 22, 2009, to the contact designated for each of the program areas listed in the RFP.

This RFP does not indicate acceptance or approval of any proposal in response to this request. No subgrant payment can be made until a grant agreement has been fully executed. Therefore, no work shall begin on projects selected for funding until an executed grant agreement has been received. All subgrant awards are contingent upon state receipt of federal funds awarded.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bill Johnson".

Bill Johnson  
Director

# REQUEST FOR PROPOSALS

ALABAMA DEPARTMENT OF ECONOMIC & COMMUNITY AFFAIRS



**Alabama Department of Economic and Community Affairs**

**Energy Division**

**State Energy Program**

**American Recovery and Reinvestment Act of 2009**

Issue Date: May 18, 2009

Proposal Due Date: June 29, 2009

## STATE ENERGY PROGRAM

### Eligible Applicants

Eligible applicants may include non-profits, state and local government entities, and colleges and universities, unless otherwise noted in category description.

### Proposals

Applicants may submit proposals for more than one category. However, separate proposals must be submitted for each category of interest. Each proposal submitted must contain one (1) original and two (2) copies.

### Submission Information

All proposals must be received no later than 5:00 p.m., **June 29, 2009**, at:

**By Mail:**

ADECA - Energy Division  
P.O. Box 5690  
Montgomery, AL 36103-5690

**By Courier:**

ADECA - Energy Division  
Mailroom 404  
401 Adams Avenue  
Montgomery, AL 36104

### Late Proposals

Proposals submitted after the due date will not be considered. The Energy Division reserves the right to reject any incomplete proposals without review.

### Questions

Questions pertaining to this RFP may be submitted by email or fax to the designated program manager listed under the category description.

**Please keep a complete copy of your proposal (including a copy of all completed and signed attachments) for your records.**

This 'Request for Proposal' does not indicate acceptance or approval of any proposal in response to this request. No grant or contract payment can be made until a grant agreement has been fully executed. Therefore, no work shall begin on projects selected for funding until an executed grant agreement has been received. All grant awards are contingent upon state receipt of federal funds awarded.

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## **PART I – FUNDING OPPORTUNITY DESCRIPTION**

### **A. Summary**

The American Recovery and Reinvestment Act of 2009 (ARRA), Pub. L. 111-5 appropriated funding for the U. S. Department of Energy (DOE) to issue/award formula-based grants under the State Energy Program (SEP). The Alabama Department of Economic and Community Affairs (ADECA) - Energy Division manages the State Energy Program for Alabama by authority of DOE.

Projects under this Request For Proposals (RFP) will be funded, in whole or in part, with funds appropriated by the ARRA for the SEP. The primary purposes of the ARRA are to stimulate the economy and to create and retain jobs. The ARRA gives preference to activities that can be started and completed expeditiously. Accordingly, special consideration will be given to projects that promote and enhance the objectives of the ARRA, especially job creation, preservation and economic recovery, in an expeditious manner.

The Energy Division is soliciting proposals for the following program areas:

1. Energy-Efficient Retrofits of K-12 Schools
2. Training Seminars on Building Energy Codes
3. Energy Audit Training Seminars
4. Home Energy Rating System (HERS) Training Seminars
5. High Performance Building Training Seminars
6. Automotive Industrial Efficiency Program

*The areas are described in detail in **Part III – Program Areas**.*

### **B. Project Goals**

Proposals submitted in response to this solicitation should, to the maximum extent feasible, incorporate both the goals and objectives of the SEP and the ARRA. Each goal or objective area should be addressed and briefly discussed as it relates to proposed activities.

Specific SEP or ARRA goals or objectives addressed by a proposal warrant a broader discussion of how the proposed project will impact such goals or objectives and produce outcomes that can be reported using recommended metrics.

Proposals should be developed with thoughtful consideration being given to the applicable quarterly and annual reporting requirements contained in Part VI and special ARRA outcomes in Section C below.

The goals established for the SEP are:

1. Increase energy efficiency to reduce energy costs and consumption for consumers, businesses and government.
2. Reduce reliance on imported energy.
3. Improve the reliability of electricity and fuel supply and the delivery of energy services.
4. Reduce the impacts of energy production and use on the environment.

The ARRA was enacted to preserve and create jobs and promote economic recovery; to assist those most impacted by the recession; to provide investments needed to increase economic efficiency by spurring technological advances in science and health; to invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits; and, to stabilize state and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases.

**C. Special ARRA Reporting Requirements**

**In addition to reporting requirements listed under Part VI of this solicitation, all programs and projects funded under this solicitation must report on the following ARRA requirements during the grant period:**

- Jobs created
- Energy (kwh/therms/gallons/BTUs/etc.) saved
- Renewable energy installed capacity and generated
- GHG emissions reduced (CO<sub>2</sub> equivalents)
- Energy cost savings
- Funds leveraged

**D. Obligation and Expenditure Timeline for ARRA Grants to States**

Alabama Allocation:	\$55,570,000
<b>10% of total allocation</b> at time of initial award of Recovery Act Funds	\$ 5,557,000
<b>40% of total allocation</b> upon DOE approval of the State Plan. This will be done through an amendment to the grant award.	\$22,228,000
<b>10 - 20% of total allocation</b> upon demonstration by Grantee that they obligated funds appropriately and jobs are being created, based on Doe review of the progress reports and monitoring.	\$5,557,000 (10%)
	\$11,114,000 (20%)
<b>30 – 40% of total allocation</b> upon recipient demonstrating continued progress based on DOE review of the progress reports and monitoring.	\$16,671,000 (30%)
	\$22,228,000 (40%)

## **PART II – AWARD INFORMATION**

### **A. Estimated Funding**

\$55.57 Million has been appropriated for Alabama's State Energy Program by the ARRA. The anticipated amount of available funds is noted under each prospective area in Part III – Program Areas.

### **B. Anticipated Number of Awards**

The number of anticipated awards is noted under each prospective area in Part III – Program Areas.

### **C. Period of Performance**

The Energy Division intends to award grants to begin upon receipt of the federal funds awarded from the DOE and to terminate no later than 36 months after the state's initial award, for an amount not to exceed the amount requested by the Offerer or that which is negotiated between the selected Offerer and the Energy Division.

### **D. Method of Payment**

In most cases, payments shall be made on a cost-reimbursement basis over the course of the grant.

### **E. Prohibited Expenditures**

State Energy Program Regulation 10 CFR Part 420 does not allow expenditures or matching funds for the following:

- For construction, such as construction of mass transit systems and exclusive bus lanes, or for construction or repair of buildings or structures;
- To purchase land, a building or structure or any interest therein;
- To subsidize fares for public transportation;
- To subsidize utility rate demonstrations or state tax credits for energy conservation or renewable energy measures; or
- To conduct or purchase equipment to conduct research, development or demonstration of energy efficiency or renewable energy techniques and technologies not commercially available.

## **F. Limitations**

There is no limitation on the percentage of funding that may be used for the purchase and installation of equipment and materials for energy efficiency measures and renewable energy measures. No limitations provided under Part D of Title III of the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq.) shall apply to assistance provided under this solicitation.

## **G. Terms and Conditions**

Be advised that special terms and conditions may apply to projects funded by the ARRA relating to:

- Reporting, tracking and segregation of incurred costs;
- Reporting on job creation and preservation;
- Publication of information on the Internet;
- Prohibition on use of funds for gambling establishments, aquariums, zoos, golf courses or swimming pools;
- Ensuring that iron, steel and manufactured goods utilized in these products are produced in the United States;
- Ensuring wage rates are comparable to those prevailing on projects of a similar character; and
- Protecting whistleblowers and requiring prompt referral of evidence of a false claim to an appropriate inspector general

These special terms and conditions will be based on provisions included in Titles XV and XVI of the ARRA. The exact terms and conditions will be developed by DOE.

Be advised that ARRA funds may be used in conjunction with other funding as necessary to complete projects, but tracking and reporting must be separate to meet the reporting requirements of the ARRA and related OMB Guidance. Applicants for projects funded by sources other than the ARRA should plan to keep separate records for the ARRA funds and ensure those records comply with the requirements of the ARRA. Funding provided through the ARRA that is supplemental to an existing grant is one-time funding.

## **H. Cost Matching**

Cost match is not required for grants made with ARRA funds. However, the ARRA and the Energy Division strongly encourage proposals that achieve a high degree of leveraging, and/or projects that extend the impact of the funds. Additional consideration will be given to projects that meet this criteria. In addition, preference will be given to projects that are self-sustaining and to proposals that are accompanied with a discussion of said sustainment.

## PART III – PROGRAM AREAS

<b>1. Energy-Efficient Retrofits of K-12 Schools</b>	
<p>The Energy Division is soliciting proposals from local school systems in Alabama for the purchase and installation of energy-efficient improvements in K-12 schools located within their jurisdiction.</p> <p>Systems must complete a School Energy Improvement Application (Addendum "A") for each school that will receive energy improvements. Energy efficiency improvements eligible for funding are listed on the addendum. Applicants must provide documentation that a minimum of sixty percent (60%) of students in the system are eligible to receive free or reduced price lunch. Applicants must also submit a current State Department of Education Facilities Assessment Report identifying the facility's moderate or severe needs.</p> <p><b>NOTE:</b> Proposals for this category do not require a proposal narrative listed in Section B of Part IV. Addendum "A" will substitute the proposal narrative.</p>	
<i>Available Funds:</i>	\$5,000,000
<i>Anticipated Number of Awards:</i>	To be determined
<i>Program Manager:</i>	Karl Frost
<i>Email:</i>	<a href="mailto:karl.frost@adeca.alabama.gov">karl.frost@adeca.alabama.gov</a>
<i>Fax:</i>	(334) 242-0552

<b>2. Training Seminars on Building Energy Codes</b>	
<p>The Energy Division is soliciting proposals to provide training workshops and seminars on the aspects and benefits of building to the 2006 and 2009 International Energy Conservation Code (IECC).</p> <p>Proposals will be accepted to provide training for code officials, city and county officials, engineers, architects, builders, inspectors and subcontractors on the 2006 IECC. Training should also have an overview of the 2009 IECC and the variations between the two codes. The benefits of adopting and building to these energy code standards should be addressed. Several training sessions should be held throughout the state. The successful proposer, with assistance from the Energy Division Program Manager, will be responsible for obtaining training locations, providing Continuing Education credits and official certification documents for each training session. Proposers must demonstrate their qualifications to provide the specified training and list related training performed within the past 12 months.</p>	
<i>Available Funds:</i>	Up to \$200,000
<i>Anticipated Number of Awards:</i>	1 – 2
<i>Program Manager:</i>	Karen Clifton
<i>Email:</i>	<a href="mailto:karen.clifton@adeca.alabama.gov">karen.clifton@adeca.alabama.gov</a>
<i>Fax:</i>	(334) 242-0552

### 3. Energy Audit Training Seminars

The Energy Division is soliciting proposals to provide training for individuals interested in becoming certified to provide residential and commercial energy audits. Proposals will be accepted for residential energy audit training, commercial energy audit training, or both. Training courses must be held in locations within the state of Alabama.

The proposed project must provide training for individuals including engineers, architects, subcontractors, builders and other individuals interested in becoming certified to offer residential and commercial energy audits. Certified auditors must be able to perform a full energy audit of building envelope and all systems including lighting, heating, ventilating and air conditioning (HVAC) equipment, heat recovery, load management, and energy management. Certification may be obtained in either residential energy auditing, commercial energy auditing, or both. The subgrantee, with assistance from the Energy Division Program Manager, will be responsible for soliciting participants, obtaining training locations, providing Continuing Education credits and official certification documents for each training session. Proposers must demonstrate their qualifications to provide the specified training and list related training performed within the past 12 months.

<i>Available Funds:</i>	\$50,000
<i>Anticipated Number of Awards:</i>	1 – 2
<i>Program Manager:</i>	Karen Clifton
<i>Email:</i>	<a href="mailto:karen.clifton@adeca.alabama.gov">karen.clifton@adeca.alabama.gov</a>
<i>Fax:</i>	(334) 242-0552

### 4. Home Energy Rating System (HERS) Training Seminars

The Energy Division is soliciting proposals to provide training courses for HERS Rater certification. This project will reimburse the training fee only, for residents of Alabama who pass an accredited Energy Rater training course and become certified as a HERS rater for the state of Alabama.

Proposals will be accepted to provide a minimum of two training courses for certification in the Residential Energy Services Network's (RESNET) HERS program. Successful proposer must be a certified RESNET HERS Training Provider or contract with a certified RESNET HERS Training Provider. The training courses may be held at the training provider's location, or other locations within the state of Alabama. If held in-state, the Energy Division Program Manager will assist with training facilities and homes for testing during the course. Reimbursement will be provided for participants who pass the course and become fully certified before the end of the 3-year contract period. This cost must be included in the proposed budget.

<i>Available Funds:</i>	\$50,000
<i>Anticipated Number of Awards:</i>	1
<i>Program Manager:</i>	Karen Clifton
<i>Email:</i>	<a href="mailto:karen.clifton@adeca.alabama.gov">karen.clifton@adeca.alabama.gov</a>
<i>Fax:</i>	(334) 242-0552

## 5. High Performance Building Training Seminars

The Energy Division is soliciting proposals to provide training on the design, construction and operation of High Performance Buildings. The following topics should be covered in the program:

- ASHRAE 90.1-2007: the definition of a High Performance Building
- High Performance for existing buildings
- Designing for a commissionable High Performance Building
- Evaluating the performance of the High Performance Building during the warranty period
- Budgeting for maintenance of a High Performance Building
- Training for maintenance of a High Performance Building
- Evaluating the long term performance of the building
- Assigning responsibilities for building performance

Proposals will be accepted for training architects, engineers, contractors and owners in properly designing, constructing, commissioning and operating a High Performance Building. Several training sessions are to be held throughout the state. The successful proposer, with assistance from the Energy Division Program Manager, will be responsible for soliciting participants, obtaining training locations, providing Continuing Education credits and official certification documents for each training session. Proposers must demonstrate their qualifications to provide the specified training and list related training performed within the past 12 months.

<i>Available Funds:</i>	Up to \$200,000
<i>Anticipated Number of Awards:</i>	1
<i>Program Manager:</i>	Karen Clifton
<i>Email:</i>	<a href="mailto:karen.clifton@adeca.alabama.gov">karen.clifton@adeca.alabama.gov</a>
<i>Fax:</i>	(334) 242-0552

## 6. Automotive Industrial Efficiency Program

The Energy Division requests innovative proposals from Alabama organizations to immediately assist the automotive manufacturing industry in Alabama. The target automotive industry sector is the automotive supplier base in the state.

The goal is to assist the automotive manufacturing industry stabilize employment, reduce costs, improve processes and reduce energy consumption. Proposals must present a detailed scope of work to satisfy the above goal. In addition, the proposal must describe the approach to determine the impact of the project on jobs retained and/or created. The proposal must also describe how the suppliers will be able to sustain the effort after the program has been completed.

Offerer must demonstrate knowledge of the automotive manufacturing industry in Alabama and should have a close working relationship with the industry, especially the suppliers. Offerer must also include their experience in process improvement, industrial energy efficiency and green technology.

**The proposed effort must be completed within nine months of grant award.**

Therefore, offerer must demonstrate the capacity for immediate implementation upon grant award.

<i>Available Funds:</i>	\$600,000
<i>Anticipated Number of Awards:</i>	1
<i>Program Manager:</i>	Bill Babington
<i>Email:</i>	<a href="mailto:bill.babington@adeca.alabama.gov">bill.babington@adeca.alabama.gov</a>
<i>Fax:</i>	(334) 242-0552

## **PART IV – PROPOSAL CONTENTS**

**Each proposal submitted must contain one (1) original and two (2) copies of the following documents:**

### **A. Letter of Transmittal**

The letter of transmittal must include the following:

1. A brief statement of the work to be performed.
2. The total cost of the project.
3. A statement assuring that the person signing the letter is authorized to bind the offer presented in the letter and accompanying proposal.

### **B. Proposal Narrative**

#### 1. Title Page

Title of project, energy program area, name of Offerer's organization, local address, telephone number, email address, name of contact person(s), and date submitted.

#### 2. Proposal Narrative

The proposal should not exceed ten (10) pages in length. Attachments/forms are not a part of the 10-page limit. Be as concise and direct as possible by addressing key issues and information. The Offerer shall submit a written narrative outlining each of the following:

##### a. Project Strategy

Provide a detailed description of the proposed project and how the techniques, technologies and services will improve energy efficiency, reduce energy consumption, create/retain jobs and reduce emissions in the state.

##### b. Target Audience

Address the geographic area to be reached through the project and provide a description and estimated number of the target audience that will be reached.

Discuss methods for determining effectiveness, how results/information on project will be disseminated, and how target audience will be reached.

c. Scope of Work

Describe techniques, approach, technologies, major tasks and services to be provided.

How the technology, methodology and services from the proposed project will lead to major improvements, utilization of technology, lower costs and/or benefits, improve energy efficiency, reduce energy consumption, create/retain jobs and reduce emissions.

Types of activities, estimated number of deliverables per milestone, approach and method of distribution of promotional/educational materials, and other methods to accomplish objectives as outlined in the program while addressing improved energy efficiency, reduced energy consumption, creation/retention of jobs and reduced emissions.

Anticipated benefits of the proposed work, such as cost savings, energy savings, economic benefits, environmental benefits, reduced energy consumption, creation/retention of jobs and reduction of emissions. Proposed tasks, scheduled milestones, task deliverables, timeline for completion of tasks, and estimated budget amount for each task.

If equipment (property) with an acquisition cost of \$5,000 or more and a useable life of at least a year is to be purchased as a part of this grant, then the following information must be furnished:

- i. description of equipment
- ii. cost estimate
- iii. how equipment will be used to support this project

3. Offerer's Background and Experience

Give a brief description of the qualifications and experience of each staff member assigned to this project and briefly describe similar projects which your organization has developed and implemented.

**C. Attachments**

**Attachment A - Project Budget**

The Project Budget should outline the expenditures for the project. Please reference Attachment "B" for a description of budget categories. Proposal preparation costs are not reimbursable.

**Attachment B - Budget Narrative**

The Budget Narrative is a detailed explanation of the expenditures outlined in the Project Budget.

**Attachment C - State of Alabama – Disclosure Statement**

Alabama Act 2001-955 requires the Vendor Disclosure Statement to be completed and filed with all proposals, bids, contracts, and grant proposals to the State of Alabama in excess of \$5,000. Complete all lines as indicated. If an item does not apply, denote 'N/A' (not applicable). If you cannot include required information in the space provided, attach additional sheets as necessary. **The form must be signed, dated, and notarized.**

**Attachment D - Offerer/Proposer Information**

The Offerer must submit an Offerer/Proposer Information Form to properly indicate organization and contact information of the individuals involved in the project.

**Attachment E - W-9 Request for Taxpayer Identification Number and Certification**

A completed and signed W-9 Request for Taxpayer Identification Number and Certification Form must accompany the proposal.

**Attachment F - Immigration Status**

A declaration that all workers on this project are either citizens of the United States or are in a proper and legal immigration status that authorizes them to be employed for pay within the United States.

**Attachment G - Assurance of Compliance – Nondiscrimination in Federally Assisted Programs**

A declaration that the applicant agrees to assure that no person in the United States shall, on the ground of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity in which the applicant receives Federal assistance from the U.S. Department of Energy.

**Attachment H - Certifications**

This form certifies matters regarding lobbying, debarment, suspension, and other responsibility matters including a drug-free workplace.

**Attachment I - Assurance of Compliance - Davis/Bacon Act**

A statement that the applicant agrees to ensure that all laborers and mechanics on projects funded directly by or assisted in whole or in part by and through funding appropriated by the ARRA are paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by Subchapter IV of Chapter 31 of Title 40, United States Code (Davis-Bacon Act). Additional information regarding Davis/Bacon is available at <http://www.dol.gov/esa/whd/programs/dbra/whatdbra.htm>

## **Attachment J – Standard Form - LLL Disclosure of Lobbying Activities**

If applicable, complete Standard Form – LLL (SF-LLL). Applicability: If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the grant/cooperative agreement, you must complete and submit SF-LLL “Disclosure Form to Report Lobbying.”

### **D. Other Requirements**

#### **NEPA**

All Projects receiving financial assistance from DOE will be reviewed under the National Environmental Policy Act (NEPA) of 1969 – 42 U.S.C. Section 4321 et seq. Most projects will be categorically excluded from environmental assessment. The Energy Division will notify you in the event your project will require a full environmental assessment. Proposals should include a discussion of anticipated environmental impacts as described online at [https://www.eere-pmc.energy.gov/NEPA\\_Act.aspx](https://www.eere-pmc.energy.gov/NEPA_Act.aspx) .

## **PART V – PROPOSAL EVALUATION**

Proposals shall be evaluated on the following criteria; therefore a concise discussion of each of these areas as they are applicable to the proposal is warranted. Poor performance implementing prior Energy Division grants may disqualify potential applicants from this solicitation.

### **Strategy**

- Proposed plan to complete the project in an expeditious manner with a detailed description of deliverables and timelines for task completion
- Anticipated benefits in terms of job creation and retention
- Anticipated benefits in terms of energy savings
- Anticipated benefits in terms of renewable energy development
- Anticipated benefits in terms of the reduction of greenhouse gas emissions measured in CO<sub>2</sub> equivalents
- Anticipated benefits in terms of energy cost savings
- Anticipated benefits in terms of increased energy efficiency
- Anticipated benefits in terms of the reduction of reliance on imported energy
- Anticipated benefits in terms of improving the reliability of electricity and fuel supply and the delivery of energy services
- Anticipated benefits in terms of reducing the impacts of energy production and use on the environment
- Discussion of and potential for sustainability
- Ability to extend the impact of funds provided
- How well the proposal combines the goals and objectives of both the SEP and the ARRA, and proposes the realistic accomplishment and key components of both.

### **Target Audience**

- Description of the target audience
- Proposed mechanism to reach audience
- Description of how benefits will be measured

### **Scope of Work**

- Outline in detail all services to be performed
- Realistic time estimates for each work task
- Clearly defined, quantifiable and measurable task elements, with clearly stated goals and objectives
- Description of each energy improvement to be accomplished including cost, savings, and payback
- Suitability of proposed energy improvements for application
- Description of method(s) for measuring program effectiveness and disseminating results of program(s)
- Discussion of how program will be implemented and proposed policies and procedures to be developed

### **Background and Experience**

- Qualifications, training, educational background and experience of proposed project staff
- Experience conducting similar programs

## **Budget**

- Budget for proposed project is appropriate and reasonable
- Cost breakdown for each proposed task
- Degree of leveraging

## **PART VI – AWARD ADMINISTRATION INFORMATION**

### **A. Quarterly Reports**

The key activities and outcomes to be reported by subgrantees will vary by program or project type. The Energy Division will provide additional information on reporting requirements for selected proposals. In addition to standard management and financial reporting requirements, the following information, by program type, will be required in quarterly program status reports as appropriate and applicable to the proposed project:

#### Expenditures

- Expenditures for project activities
- Expenditures for administration
- Leveraged funds

#### Building Codes and Standards

- Name of new code adopted
- Name of old code replaced; if applicable
- Jurisdiction adopting code
- Percentage of new construction in state covered by new code

#### Building Retrofits

- Number of buildings retrofitted, by sector
- Square footage of buildings retrofitted, by sector

#### Clean Energy Policy

- Number of state alternative energy plans developed
- Number of state renewable portfolio standards established
- Number of state interconnection standards established

#### Building Energy Audits

- Number of audits performed, by sector
- Floor space audited, by sector
- Auditor's projection of energy savings, by sector

#### Energy Efficiency Rating and Labeling

- Types of energy consuming devices for which energy efficiency rating and labeling systems were endorsed by the state government, schools, or institutional procurement
- Number of units purchased, by type (e.g., vehicles, office equipment, HVAC equipment, streetlights, exit signs)

#### Industrial Retrofit Support

- Number of buildings retrofitted, by industry type
- Square footage of buildings retrofitted, by industry sector

#### Loans, Grants, and Incentives

- Number and monetary value of loans given
- Number and monetary value of grants given
- Number and monetary value of incentives provided
- Estimated energy savings

#### Renewable Energy Market Development

- Number and size of solar energy systems installed
- Number and size of wind energy systems installed
- Number and size of other renewable energy systems installed

#### Technical Assistance

- Number of contacts in which energy efficiency or renewable energy measures were recommended, by sector

#### Transportation

- Number of alternative fuel vehicles purchased
- Number of conventional vehicles converted to alternative fuel use
- Number of new alternative refueling stations emplaced
- Number of new carpools and vanpools formed
- Number of energy-efficient traffic signals installed
- Number of street lane miles for which synchronized traffic signals were installed

#### Workshops, Training, and Education

- Number and type of workshops, training, and education sessions held
- Number of people attending workshops, training, and education sessions

#### Job Creation

- Number
- Type
- Duration

## **B. Annual Reports**

The key activities and outcomes to be reported by subgrantees will vary by program type. The Energy Division will provide additional guidance on reporting requirements. In addition to standard management and financial reporting requirements, the following information, by program type, will be required in annual reports as appropriate and applicable to the proposed project:

#### Energy Savings (kwh equivalents)

- Annual reduction in natural gas consumption (mmcf)
- Annual reduction in electricity consumption (MWh)
- Annual reduction in electricity demand (MW)
- Annual reduction in fuel oil consumption (gallons)
- Annual reduction in propane consumption (gallons)
- Annual reduction in gasoline and diesel fuel consumption (gallons)

#### Renewable Energy Capacity and Generation

- Amount of wind-powered electric generating capacity installed (MW)
- Amount of electricity generated from wind systems (MWh)
- Amount of photovoltaic generating capacity installed (MW)
- Amount of electricity generated from photovoltaic systems (MWh)
- Amount of electric generating capacity from other renewable sources installed (MW)
- Amount of electricity generated from other renewable sources (MWh)

#### Emissions Reductions (CO<sub>2</sub> equivalents in tons)

- Carbon
- Sulfur dioxide
- Nitrogen oxide
- Carbon monoxide

## **PART VII – OTHER INFORMATION**

### **A. Right to Reject**

The Energy Division reserves the right to reject any and all proposals submitted and to request additional information from all Offerers. The Energy Division reserves the right to award a grant on an "all or none" basis or to award a separate grant or no grant for each work element. Any grant award will be made to the organization which, in the opinion of the Energy Division, is determined to be the best qualified and whose proposal best meets the needs of the Energy Division. The Energy Division reserves the right to negotiate with any Offerer(s). The Energy Division reserves the right to reallocate funding for subject areas as deemed necessary. All grant awards are subject to state receipt of federal funds awarded.

### **B. Proprietary Information**

The information contained in the proposals will be public information unless a specific request is made to keep specific information confidential. If a proposal contains any information that the Offerer does not wish to have disclosed to the public or used by the Energy Division for any purpose other than evaluation of the offer, each sheet of such information must be clearly marked "proprietary." This information will be kept confidential, subject to applicable state and federal laws. Proposals and supporting materials submitted shall become the property of the Energy Division.