

Request for Proposals
Energy Efficiency Revolving Loan Fund and Coordinator

The Seacoast Energy Initiative (SEI) is a locally developed effort to provide funding for local weatherization efforts in the communities of: Kittery, Eliot, York, South Berwick, Ogunquit and North Berwick. The town of Kittery has received a \$500,000 grant from Efficiency Maine to develop and market a Revolving Loan Fund to provide weatherization and energy efficiency upgrades on residential structures in the six town region. The consortium also proposes to hire an Energy Efficiency Coordinator to work with applicants on weatherization loans, coordination with other energy programs and assistance with contractors and auditors.

Please go to www.smrpc.org for a summary of the successful grant application.

This request for proposals may be submitted by individuals or firms in the following ways:

- 1) An individual or a firm may submit a proposal with qualification for the position of Coordinator (attached)
- 2) A firm, so qualified, may submit a proposal to assume the management and fiduciary responsibilities of the Revolving Loan Fund.
- 3) A firm may submit a proposal to be both the coordinator and assume the management and fiduciary responsibilities of the Revolving Loan Fund.

Interested individuals or firms shall submit an electronic copy of their proposal to pschumacher@smrpc.org

Proposals shall contain:

- 1) Names and qualifications of individuals working on project
- 2) A 1-2 page description of approach to project. If applying for management of RLF a description of RLF process, credit requirements, application fees if any, any interest rate fluctuations (our terms were envisioned in the 3% range), etc.
- 3) A fee proposal
- 4) Evidence of professional liability and appropriate insurances (even if only applying for the coordinator position). Ability to provide indemnification to the town of Kittery and Efficiency Maine must be included as part of the proposal.
- 5) Any additional pertinent information relating to a knowledge of the energy efficiency field.

Proposals are due by 4 pm on Wednesday January 5th.

Please contact Paul Schumacher via e-mail at pschumacher@smrpc.org with any questions.

These opportunities are funded through the American Recovery and Reinvestment ACT (ARRA)