

Notice of Intent-UPDATED January 10, 2022

Washington State Department of Commerce

Notice of Intent to release a Request for Proposal (RFP) for Consulting Services

The Washington State Department of Commerce intends to release a Request for Proposal (RFP) on February 15, 2022, for Consulting Services to perform a Needs Assessment of Washington's Building Energy Efficiency Services for Vulnerable and Hard to Reach Populations and Communities. Vulnerable and hard to reach communities include low and moderate income households, historically underserved populations (race and ethnicity), hard to reach populations (renters, multi-family, non-utility fuels), and Climate or Environmental Health Disparity impacted communities.

The purpose of this notice is to provide early awareness of this impending RFP in our effort to support broad and fair competition for this procurement.

Public Meeting and Comment Period: Commerce will be hosting a voluntary web-based public meeting for interested parties to allow potential applicants and interested parties to learn about the background and expected scope of services associated with this opportunity. This meeting will be on January 18th from 2:30-4pm PST. Commerce will then allow a 10 day period for the public to submit input. Input must be submitted in writing via email to: Amanda.rains@commerce.wa.gov no later than 12pm (noon) February 1, 2022.

Meeting details:

Zoom:

<https://wastatecommerce.zoom.us/j/88383351920?pwd=cEo5WlFpVW1EN1Y4azRnS0hzOWJoUT09>

By phone:

+1 253 215 8782 US (Tacoma)

Meeting ID: 883 8335 1920

Passcode: 302828

Expected Scope of Services: Below are targeted objectives for the consulting services related to this opportunity that may be adjusted based on the submitted comments. The objectives have been organized under the following:

- Comprehensively assess the needs and strategies for providing building energy efficiency services* to vulnerable, hard to reach, and highly impacted households in Washington State
 - Leverage existing system and program data and information; supplement with additional data collection from stakeholders where required.
 - Analysis would be used to guide/feed/align existing building-sector energy initiatives and legislative reporting
- Assess the strengths and limitations of the existing building energy services and delivery systems
 - Include utility, federal, and state funded programs
 - Identify opportunities for strengthening the existing programs and address regulatory/compliance issues (requirements and costs)

- Identify viable options to meet state energy strategy goals for scaling up building energy efficiency services to equitably serve low-income populations focusing on investment gaps and opportunities and strategies to address un- and under-served populations, communities and buildings they live in. Produce a draft report of preliminary findings and recommendations for review
- Produce a final report describing the full results and recommendations associated with the project
- Support implementation of the recommendations

*** Building energy efficiency services include:**

- Low-income weatherization assistance program including the Home Rehabilitation Loan Program
- Washington State University’s Community Energy Efficiency Program (moderate income – hard to reach)
- Utility weatherization programs
- LIHEAP Energy Assistance
- Utility energy bill assistance
- This may include residential building standard for existing buildings.

Anticipated amount of contract: \$250,000

Anticipated timeline of contract: June 2022 – December 2023

Estimated Key Action Dates: The dates in the following table are only estimates and are provided to illustrate the current expectations for timing of actions related to this RFP and the resultant contract for services. Interested parties are encourage to

Key Actions	Estimated Dates
Public Meeting	January 18, 2022
Public Comments, must be received by	February 1, 2022
RFP issued	February 15, 2022
Proposals due	March 31, 2022
Notification for interviews	May 1, 2022
Contract award date	June 1, 2022

Interested vendors are encourage to sign up for notices regarding this RFP via the Washington Electronic Business Solutions (WEBS) at [WEBS \(wa.gov\)](http://WEBS.wa.gov).

Contact information: Amanda Rains, Amanda.rains@commerce.wa.gov, 360-522-0898.