

Town of Old Orchard Beach Maine



Town of Old Orchard Beach, Maine
NOTICE OF REQUEST FOR PROPOSALS
MUNICIPAL BUILDINGS ENERGY AUDIT

May 20th, 2024

Diana Asanza, Town Manager
Town of Old Orchard Beach
1 Portland Ave.
Old Orchard Beach ME 04064

Town of Old Orchard Beach

Request for Proposal – Municipal Buildings Energy Audit. - continued

PROJECT OVERVIEW

The Town of Old Orchard Beach was awarded a Community Action Grant through the Community Resilience Partnership of the Governor's Office of Policy Innovation and the Future for \$33,500. In line with this grant, the Town is seeking proposals from qualified firms to conduct comprehensive energy audits for six municipal buildings. The purpose of these audits is to identify opportunities for energy efficiency improvements and cost savings.

PROJECT SCOPE

The selected firm will be responsible for conducting a detailed energy audit for the following 6 municipal buildings:

- 1. Town Hall, 1 Portland Ave.**
- 2. Police Department, 16 E. Emerson Cummings Blvd.**
- 3. Fire Department, 136 Saco Ave.**
- 4. Public Works, 103 Smithwheel Rd.**
- 5. Wastewater Treatment Facility, 24 Manor St.**
- 6. Libby Memorial Library, 27 Staples St.**

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The energy audit should include, but not be limited to:

- Identification of energy conservation measures (ECMs) and potential savings
- Analysis of energy usage patterns and trends
- Evaluation of building envelope, HVAC systems, lighting, and other energy-consuming systems
- Cost-benefit analysis for recommended ECMs
- Recommendations for renewable energy options
- Prioritization of ECMs based on return on investment and other criteria

Proposals should include the following:

- Company profile, including relevant experience in conducting energy audits for municipal buildings
- Proposed methodology and approach
- Qualifications and experience of key personnel
- Proposed timeline for completion of the audits
- Cost proposal not to exceed \$33,500, including all fees and expenses

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QUALIFICATIONS

Interested firms should demonstrate the following qualifications:

- Previous experience in conducting energy audits for municipal or government buildings.
- Certified energy auditors with relevant credentials.
- Familiarity with local building codes and energy efficiency regulations.
- Strong references from similar projects.

SELECTION CRITERIA

Proposals will be evaluated based on the following criteria:

- Experience and qualifications of the firm
- Qualifications and experience of key personnel
- Methodology and approach
- Cost-effectiveness of the proposal
- Compliance with the requirements of the RFP

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SUBMISSION INFORMATION AND REQUIREMENTS

Proposals must be received by the Town of Old Orchard Beach no later than **1:00 PM on Monday, June 24th, 2024.** Proposals should be in a sealed envelope plainly marked “RFP – Municipal Buildings Energy Audit”, and **mailed or delivered** to:

Town Manager
Town of Old Orchard Beach
1 Portland Ave.
Old Orchard Beach, ME 04064

Copies may be emailed to Tim Fleury, tfleury@oobmaine.com