



REQUEST FOR PROPOSALS

REQUEST FOR PROPOSALS (RFP)
FOR
POWERUP WISCONSIN IMPLEMENTATION

ISSUED BY:

WISCONSIN ECONOMIC DEVELOPMENT CORPORATION

ON: **July 2, 2025**

All questions regarding this RFP must be submitted in writing to Francisco Sayu at PowerUpWisconsin@wedc.org by July 14, 2025, at 5:00 pm CT.

INTENT TO BID

Due to PowerUpWisconsin@wedc.org by August 4, 2025, at 5:00 pm CT

PROPOSALS MUST BE SUBMITTED BY:
August 29, 2025, 5:00 PM CT

To:

Francisco Sayu
PowerUpWisconsin@wedc.org

LOOK FORWARD ►

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I. INTRODUCTION

A. Wisconsin Economic Development Corporation

The Wisconsin Economic Development Corporation (WEDC) is a public body corporate and politic governed by Chapter 238 of the Wisconsin Statutes. WEDC was created under 2011 Wisconsin Act 7 and 2011 Wisconsin Act 32 to replace the economic and community development operations of the former Wisconsin Department of Commerce and to serve as the State of Wisconsin's lead economic development organization. WEDC is governed by a sixteen-member Board of Directors. WEDC's Chief Executive Officer is appointed by the Governor.

WEDC provides financial and technical assistance and services to businesses and organizations in Wisconsin for the purpose of strengthening economic development. As of June 30, 2024, WEDC had approximately 134 employees, a cash and investment balance \$75.5 million, and annual operating expenditures of \$61.8 million. Revenues to finance its operating budget are derived primarily from state appropriations, federal grants, loan repayments, and other income.

WEDC operates five economic and community development divisions and eight finance and administrative departments primarily in the Madison, Wisconsin location. WEDC provides grants, loans, loan guarantees, tax credits, and other financial and technical assistance to its customers. WEDC utilizes the Intacct accounting system as well as Salesforce and a grant and loan management system.

B. Procurement Overview and Goals

The 2022 [Inflation Reduction Act \(IRA\)](#) authorized the U.S. Environmental Protection Agency (EPA) to launch the [Solar for All Notice of Funding Opportunity \(NOFO\)](#), aimed at expanding access to low-cost residential solar energy for eligible households nationwide. In April 2024, WEDC was awarded \$62.4 million of Solar for All funding to establish a new program, PowerUp Wisconsin, to increase solar energy deployment statewide.

WEDC envisions PowerUp Wisconsin as a catalyst for long-term, sustainable solar access in Wisconsin, well beyond the program's initial five-year scope. The program is designed to:

- Increase access to residential solar energy
- Create and expand career pathways in Wisconsin's clean energy workforce
- Reduce electricity-related greenhouse gas emissions
- Reduce energy burdens and lower household energy bills
- Strengthen community partnerships through robust stakeholder engagement

Through this Request for Proposals (RFP), WEDC seeks to procure a qualified Implementer to provide subject matter expertise and technical assistance in support of grant distribution, solar installations, outreach, workforce development, and EPA compliance requirements.

C. PowerUp Wisconsin Background

The IRA allocated \$7 billion through the Greenhouse Gas Reduction Fund (GGRF) to support EPA's Solar for All initiative¹, which aims to expand or establish solar access across the U.S.

¹ The work under this RFP, and payment to the successful vendor, will be dependent on the availability of Solar for All funds

This national effort is expected to reach over 900,000 households in eligible communities, delivering the following outcomes:

- Reduced CO₂ and other harmful emissions
- Lower electric bills for qualifying households
- Growth in solar industry capacity
- Development of new markets for distributed solar in underserved areas

PowerUp Wisconsin aligns with these national goals and is focused on:

- Expanding access to solar energy with a target minimum 20% reduction in electricity bills for participating households
- Building a skilled clean energy workforce
- Advancing environmental and economic equity
- Fostering strong partnerships through inclusive stakeholder engagement

Eligible beneficiaries are defined in the Solar for All [NOFO](#).

D. RFP Schedule

The schedule for this RFP is shown in **Table 1**. All times indicated are Central Time (CT). Any change to the RFP schedule and significant dates shall be issued in an addendum.

TABLE 1. RFP TIMELINE

Milestone	Date
Release of RFP	Thursday, July 2, 2025
Deadline to Submit Written Questions	Monday, July 14, 2025, 5:00 PM
WEDC's Response to Written Questions	Thursday, July 24, 2025, 5:00 PM
Deadline to Provide Notice of Intent to Bid	Monday, August 4, 2025, 5:00 PM
Proposals Due	Friday, August 29, 2025, 5:00 PM
Request for Interviews Sent	Monday, September 22, 2025
Interviews Conducted	Wednesday - Thursday, October 1 - 2, 2025
Notice of Award (estimate)	Friday, November 14, 2025
Contract Start Date (estimate)	January, 2026

E. PowerUp Wisconsin Timeline

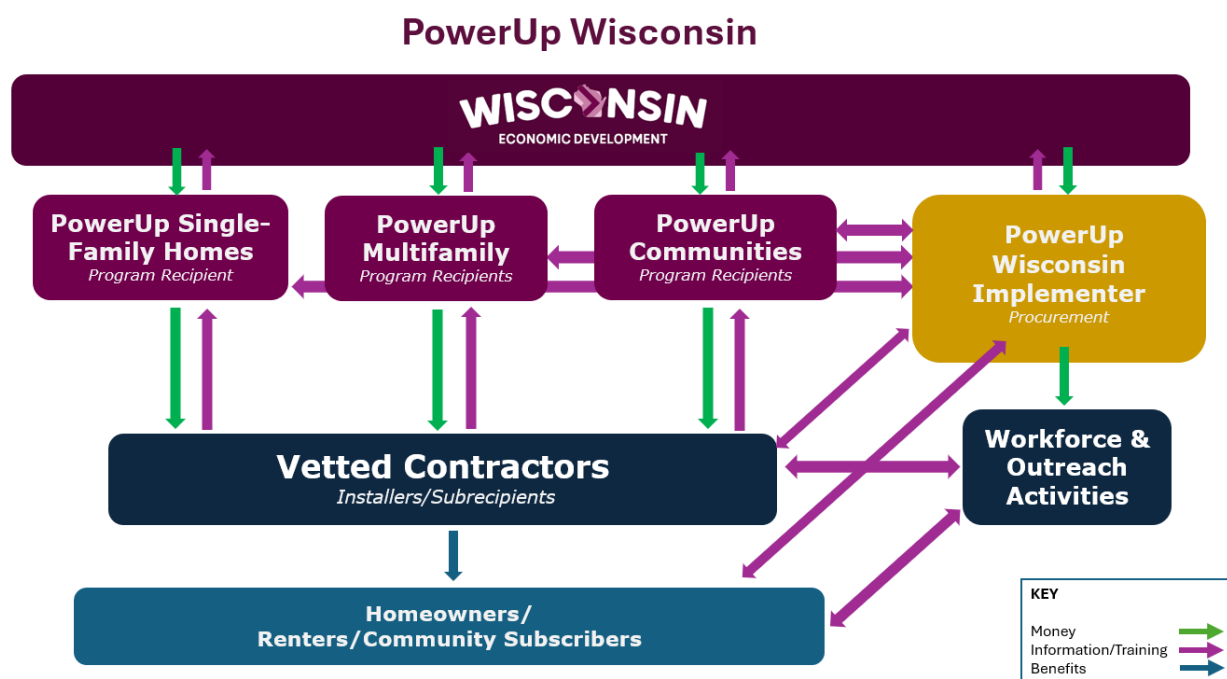
Table 2. reflects the PowerUp Wisconsin milestones for informational purposes. A final timeline will be determined in discussion with WEDC.

TABLE 2. POWERUP WISCONSIN TIMELINE

Milestone	Start Date	End Date
Anticipated PowerUp Wisconsin launch	December 2025	

Milestone	Start Date	End Date
PowerUp Wisconsin administration, reporting, and compliance activities	January, 2026	April 30, 2029
Pre-Launch + Year 1	January, 2026	April 30, 2026
Year 2	May 1, 2026	April 30, 2027
Year 3	May 1, 2027	April 30, 2028
Year 4	May 1, 2028	April 30, 2029
PowerUp Wisconsin close out	June 30, 2030	January 30, 2032

II. POWERUP WISCONSIN DESIGN



As part of its application to the EPA, WEDC has made key initial decisions on the design and approach for PowerUp Wisconsin. Where relevant, these decisions are outlined throughout this scope of services to help inform proposals.

Implementation of PowerUp Wisconsin must align with the following: 1) Solar for All grant application to the EPA, and 2) Wisconsin Solar for All workplan approved by the EPA, including any updates.

PowerUp Wisconsin is comprised of a \$62.4 million grant, and approximately \$50 million has been allocated to direct financial assistance to eligible entities as shown in **Table 3**. The remaining \$12.2 million would be used for technical assistance, community engagement, education, workforce development, and program administration. In addition, PowerUp Wisconsin will foster clean energy career development, particularly in solar installation, by partnering with other workforce development organizations.

TABLE 3. FUNDING ALLOCATION²

PowerUp Wisconsin Components	Allocated Funding
Financial Assistance	
Rooftop Residential – Single Family Homes	\$12,906,694
Residential – Multifamily Homes	\$9,421,427
Community Solar	\$27,918,050
Technical assistance, workforce development and administration	
Grant administration	\$3,024,957
Program Implementation	\$4,661,452
Community Engagement, Education, and Workforce Development	\$4,517,420
TOTAL	\$62,450,000

PowerUp Wisconsin will provide three deployment pathways: (1) solar for single-family homes; (2) solar for multifamily buildings; and (3) community solar. High-level information for the pathways most relevant to this RFP are described below.

III. SCOPE OF SERVICES REQUESTED

WEDC is seeking an Implementer to provide subject matter expertise and technical assistance to WEDC's grant recipients under PowerUp Wisconsin and workforce development efforts to ensure that PowerUp Wisconsin is successful in meeting its objectives. **The role of the Implementer will be a support position and will not directly administer financial assistance to solar projects.**

A. Rooftop Solar for Single-Family Homes

WEDC intends to issue one or more subawards to developers to install solar systems for eligible homeowners on solar-ready affordable housing. Systems receiving financial assistance must offset at least 20% of each participating household's electricity consumption.

WEDC intends to partner with nonprofit income-qualified housing developers (subawardees) to install rooftop solar systems on eligible single-family homes. Subawardees will be responsible for verifying income eligibility, confirming solar readiness, coordinating contractor installations, and supporting workforce development initiatives. WEDC will provide grants—administered through the subawardees—to fully cover the cost of solar system installations for qualifying residents.

The subawardees will select solar installers from a prequalified pool, with support and technical expertise provided by the Implementer.

² The work under this RFP, and payment to the successful vendor, will be dependent on the availability of Solar for All funds

TASK 1: Support for Single Family Pathway**Subtask 1.1. WEDC Support**

Support WEDC with the development of the single-family pathway. Support the development of an application process to select one or more subawardee(s), which will include developing metrics, providing technical assistance, and reporting needs in compliance with WEDC strategy and applicable EPA terms and conditions. The process should be designed to ensure that program beneficiaries are served from different geographic regions, including the Tribal Nations of Wisconsin.

Subtask 1.2. Support Subawardee

Support single-family subawardees with the strategy, framework, and technical assistance for selecting solar installers.

Subtask 1.3. Technical Assistance

The Implementer will provide technical assistance to the PowerUp Wisconsin solar installers to ensure the homes are solar-ready, solar arrays are properly sized, and provide post-installation support, including savings verification.

Subtask 1.4. Sustainability Plan

The Implementer should describe a plan for the end of life of the solar arrays and their component parts.

Subtask 1.5. Workforce Capacity

The Implementer will work with WEDC and subawardees to recruit and approve solar installers and operation and maintenance workers that will be authorized to work, receiving financial assistance through PowerUp Wisconsin.

Subtask 1.6. Scheduling

The Implementer shall work with WEDC staff, subawardees, and additional stakeholders, to design an optimal schedule that complies with WEDC's guidelines.

Subtask 1.7. Outreach and Marketing

Provide input on outreach strategies, support WEDC marketing, and ensure eligible homeowners are aware of PowerUp Wisconsin opportunities.

B. Solar for Multifamily Buildings

Grants will be made available to eligible housing developers and owners of qualifying multifamily properties to deploy solar installations on affordable housing new construction or existing buildings. PowerUp Wisconsin will prioritize multifamily properties with central heating, ventilation, air conditioning (HVAC), and domestic hot water systems, where the solar output can offset at least 20% of the electricity consumption for each eligible residential unit. Solar systems financed through PowerUp Wisconsin must serve multiple eligible tenants. WEDC will utilize a subaward process to select multifamily projects. The subawardees will select solar installers from a prequalified pool, with support and technical expertise provided by the Implementer.

TASK 2: Support for Multifamily Pathway**Subtask 2.1. WEDC Support**

Support WEDC with the development of the multifamily pathway. Support the development of an application process to select subawardees, which will include developing metrics, providing technical assistance, and reporting needs in compliance with WEDC strategy and

applicable EPA terms and conditions. The process should be designed to ensure that program beneficiaries are served from different geographic regions, including the Tribal Nations of Wisconsin.

Subtask 2.2. Support Subawardee(s)

Support the subawardees with technical assistance and selecting solar installers.

Subtask 2.3. Technical Assistance

The Implementer will provide technical assistance to the PowerUp Wisconsin solar installers to ensure the multifamily buildings are solar-ready and solar arrays are properly sized, and provide post-installation support, including savings verification.

Subtask 2.4. Sustainability Plan

The Implementer should describe a plan for the end of life of the solar arrays and their component parts.

Subtask 2.5. Workforce Capacity

The Implementer will work with WEDC and subawardees to recruit and approve solar installers and operation and maintenance workers that will be authorized to work, receiving financial assistance through PowerUp Wisconsin.

Subtask 2.6. Scheduling

The Implementer shall work with WEDC staff, subawardees and additional stakeholders, to design an optimal schedule that complies with WEDC's guidelines.

Subtask 2.7. Outreach and Marketing

Provide input on outreach strategies, support WEDC marketing, and ensure developers are aware of PowerUp Wisconsin opportunities.

C. Community Solar

Grants will be provided through a subaward process, in accordance with EPA policy. Subrecipients will work in collaboration with electric utilities and developers to deploy a subscription program for eligible residents who cannot access single-family or multifamily solar. Participation for eligible households in PowerUp Wisconsin will have no upfront costs, including enrollment fees, and the rate structures established will guarantee average savings of at least 20% of the energy consumption for participating households.

WEDC will offer community solar grants to subawardees selected through an application process. The Implementer will support the development of metrics and reporting needs in accordance with PowerUp Wisconsin and EPA guidelines. The subawardees must fit the criteria issued by WEDC and applicable EPA terms and conditions. The projects should be designed to ensure projects are selected from different geographic regions, including the Tribal Nations of Wisconsin.

The Implementer will also collaborate with WEDC in developing a subscription mechanism for community solar projects that meet the designated criteria for PowerUp Wisconsin: a nameplate capacity of less than 5 MW AC, deliver at least 50% of the electricity generated from the system to multiple residential customers within the same utility territory as the facility, and deliver at least 50% of the benefits and/or credits of the power generated to residential customers in the same service territory. Successful applications will be awarded funding through PowerUp Wisconsin in exchange for guaranteed energy credits for qualified

subscribers that will result in a minimum of 20% utility bill savings and other deliverables to be determined by WEDC.

TASK 3: Support for Community Solar Pathway

Subtask 3.1. WEDC Support

Support WEDC with the development of the community solar pathway. Support the development of an application process to select subawardees, metrics and reporting needs to be in accordance with PowerUp Wisconsin guidelines. The subawardees must fit the criteria issued by WEDC and applicable EPA terms and conditions. The process should be designed to ensure that projects are selected from different geographic regions, including the Tribal Nations of Wisconsin.

Subtask 3.2. Subawardee Support

Support the subawardees with technical assistance and selecting solar installers.

Subtask 3.3. Technical Assistance

The Implementer will provide technical assistance to the PowerUp Wisconsin solar installers to ensure that community solar projects and subscription management tools receiving financial assistance through PowerUp Wisconsin meet industry standards, and provide post-installation support, including savings verification. The community solar projects must provide a mechanism for delivery of 20% reduction of cost on the cost of electricity for eligible households.

Subtask 3.4. Sustainability Plan

The Implementer should describe a plan for the end of life of the solar arrays and their component parts.

Subtask 3.5 Workforce Capacity

In alignment with the overall goal of increasing workforce capacity in the solar industry, the Implementer will work with WEDC to approve solar developers who will be authorized to work on projects receiving financial assistance through PowerUp Wisconsin.

Subtask 3.6. Scheduling

The Implementer shall work with WEDC staff, and additional stakeholders, to design an optimal schedule that complies with WEDC's guidelines.

Subtask 3.7. Outreach and Marketing

Provide input on outreach strategies, support WEDC marketing, and ensure eligible applicants are aware of PowerUp Wisconsin opportunities.

TASK 4: Community Engagement, Education, and Workforce Development

PowerUp Wisconsin will invest up to \$4,517,420 from its technical assistance, workforce development, and administration budget specifically for workforce development and community outreach activities. These efforts will prioritize the recruitment of individuals from eligible communities to ensure they receive meaningful program benefits.

Proposers are expected to include proposed activities under this section as part of their RFP response. The administrative costs associated with these activities must be included in the overall cost proposal. The \$4,517,420 is intended to cover participant costs (e.g., tuition, stipends, etc.) and will not cover additional administrative costs related to community engagement, education, or workforce development.

These activities are intended to strengthen the local solar industry and support households and businesses pursuing solar installation and maintenance.

Subtask 4.1: Community Based Organizations (CBO) Partnerships

PowerUp Wisconsin will engage various CBOs throughout Wisconsin to conduct outreach and education about PowerUp Wisconsin. The Implementer will directly engage CBOs by developing a competitive bid process approved by WEDC. The Implementer will ensure statewide reach and accessibility in the bid process, seeking to engage partner CBOs geographically distributed and connected with communities eligible to participate in PowerUp Wisconsin. The CBOs' efforts will consist of engaging with their local communities to educate about the basic information and benefits of solar energy generation, workforce opportunities, and local opportunities to participate in PowerUp Wisconsin. The Implementer will provide onboarding, training, and assistance in the development of engagement strategies and will have direct oversight of and responsibility for the CBOs and their activities.

The Implementer shall be responsible for identifying potential CBOs that might interact with PowerUp Wisconsin, releasing one or more RFP/Request for Qualifications (RFQ)s to engage the CBOs, promoting the RFP/RFQ broadly and to identified organizations, and then onboarding, training, and supporting the CBOs on an ongoing basis throughout the duration of their term. This includes providing adequate funding to support CBO personnel and efforts directly related to PowerUp Wisconsin services.

Subtask 4.2: Workforce Development

In partnership with educational and training institutions, community-based organizations, labor unions, and other key stakeholders, the Implementer will lead the execution of a comprehensive workforce development strategy, aligning with other ongoing initiatives across the state whenever possible. This includes:

- A competitive bid process (subject to WEDC approval) for workforce development initiatives
- Targeted training and apprenticeship opportunities
- Creation of solar installer accelerators to help Wisconsin-based installers expand in the clean energy economy

The Implementer, in coordination with WEDC, will refine partnership models, training programs, and stakeholder incentives to ensure the strategy addresses workforce needs and maximizes participation.

TASK 5: PowerUp Wisconsin Management**Subtask 5.1: General Activities**

The Implementer will manage technical assistance and support for project deployment, workforce development and solar installer engagement and management and will assist with marketing, community outreach, and subawardee reporting. Primary activities will include, but are not limited to:

- Providing consistent and regular project updates to WEDC, including meeting on an agreed upon cadence to discuss progress on Scope of Work.
- Advise WEDC on issuing applicable RFPs or competitive bids throughout the Program.

- Oversee any Subcontractors, if applicable, to ensure they meet scope, schedule, and budget requirements and remain in compliance with all applicable WEDC, state, and federal requirements.
- Establish formal processes for continuous improvement of operations and consumer service (for example, quarterly performance reviews with WEDC to identify areas that may be underperforming and develop corrective actions).
- Attend meetings, events, and sessions to coordinate with third parties, and/or present on the progress of PowerUp Wisconsin.
- Participate in an ongoing Stakeholder Advisory Group to give updates on PowerUp Wisconsin development and completion of the tasks in this scope of work.
- Other activities proposed and described in the RFP response and later agreed upon by WEDC.

The Implementer must comply with the requirements of [EPA-R-HQ-SFA-23-01](#), Solar for All and all applicable statutes, regulations, guidelines, and FAQs.

Subtask 5.2: PowerUp Wisconsin Planning

The Implementer shall produce annual PowerUp Implementation Plans that establish the approach to deliver each task. The PowerUp Wisconsin Implementation Plan shall include the process for supporting WEDC with statewide outreach, the process for engaging and providing oversight for contractors and developers, how to manage distribution grid interconnect processes and costs, how to manage long-term operation and maintenance for projects, and the process for assuring community benefits and other program metrics.

Subtask 5.3: Third-Party Coordination

The Implementer shall coordinate as needed with CBOs, advocacy groups, training centers, contractors, manufacturers, and other market actors participating in PowerUp Wisconsin. In addition, the Implementer shall coordinate with Implementers of other Wisconsin energy programs to co-deliver services. The Implementer may be tasked with completing the following deliverables:

- Respond to feedback on proposed plans and projects.
- Present at industry events, fairs, and conferences on behalf of WEDC.
- Coordinate with other state programs, and other WEDC initiatives, to co-deliver services to households.
- Establish relationships with local organizations.
- Assure materials are accessible to all.
- Provide technical and program support for eligible communities and residents.
- Complete other deliverables as agreed upon with WEDC.

Subtask 5.4: Support WEDC Oversight/Administration

The Implementer will support WEDC's oversight of subawardees by developing deliverables, tools, and resources that may be used for monitoring and compliance. The Implementer may also assist subawardees with data collection for reporting purposes, as needed.

TASK 6: Marketing, Outreach, and Community Engagement

Subtask 6.1: Marketing and Outreach

The Implementer shall support WEDC's marketing and outreach efforts by providing background materials for the development of marketing collateral and website content. Upon request by WEDC, the Implementer shall provide data, copy, graphics, images, or other content to be used in WEDC's marketing and outreach efforts. The Implementer may also collaborate with WEDC on the development of a marketing strategy or marketing timeline.

TASK 7: Solar Installer Engagement and Management**Subtask 7.1: Solar Installer Recruitment**

The Implementer shall develop an annual Solar Installer Management Plan that delineates strategies to engage and manage a prequalified solar installer network that will deliver PowerUp Wisconsin, particularly with a focus on rural and eligible community areas. The Solar Installer Management Plan should establish targets and key performance indicators (KPIs) in alignment with federal reporting requirements.

The Implementer shall collaborate with other agencies and relevant initiatives to strengthen existing solar installer networks and workforce resources, and leverage existing prequalified networks, communication channels, and training opportunities. All contractors must be competitively procured in accordance with the applicable EPA terms and conditions included with this RFP.

Subtask 7.2: Solar Installer Pre-Qualification and Management

The Implementer shall recommend and establish criteria to create a prequalified pool of solar installers to support installations funded through PowerUp Wisconsin. This includes developing a training and education framework to ensure participating solar installers have streamlined access to current best practices and up-to-date industry knowledge.

The Implementer will also foster partnerships, create training opportunities, and collaborate with educational institutions, labor unions, nonprofit organizations, and solar installer networks operating in Wisconsin—such as the Focus on Energy® Trade Ally network. Where possible, the Implementer should work to increase the number of minority-owned and operated solar installers within this network.

The Implementer shall:

- Establish one or more point-persons responsible for prequalified solar installer management and to provide support to solar installers through a dedicated phone and email line, and other events as appropriate.
- Determine solar installer prequalification criteria, including needed certifications and/or experience, required training, and any insurance requirements.
- Approve prequalified solar installers for participation in PowerUp Wisconsin.
- Develop and deliver education and training initiatives to prepare prequalified contractors to participate in PowerUp Wisconsin.
- Maintain a publicly accessible list of prequalified solar installers with their contact information and service.
- Dedicate efforts to ensure a wide range of small businesses are engaged and able to participate in PowerUp Wisconsin activities.
- Develop and recommend hiring criteria prioritized in EPA guidance such as hiring a certain number of trainees, apprentices, local hires, labor with otherwise limiting opportunities, and/or union labor.
- Help select and oversee solar installers.
- Develop and implement a process for review of solar installer performance.
- Develop and implement a process for conflict management.
- Develop a process for vetting vendors, in accordance with state and federal requirements.

Policies and processes proposed by Implementer to manage conflict and review solar installer performance shall be reviewed and approved by WEDC prior to implementation and shall conform to WEDC's policies and procedures.

TASK 8: Application Submission, Eligibility, and Income Verification**Subtask 8.1: Application Portal and Eligibility Verification**

The Implementer shall advise on the optimal applicant journey and pathways for participation for solar installers and beneficiaries.

Subtask 8.2: Income Verification

The Implementer shall provide WEDC and the subawardees an acceptable method to verify eligibility and income threshold of all program beneficiaries applying for funds and to prevent fraud. This includes the provision of systems and tools to ensure that the correct award amounts are provided as well as a system for fraud prevention and detection. The income verification process must balance best practices for fraud prevention with the need for a minimally burdensome process for program beneficiaries. To that end, it is WEDC's intention that the following methods for eligibility and income verification be made available to Wisconsinites:

- The Implementer shall collaborate with other Wisconsin agencies to identify households participating in government-run low-income support programs, and similar entities utilized by Tribal Nations of Wisconsin, and conduct outreach activities to streamline access to PowerUp Wisconsin.
- Households enrolled in a Social Welfare Program, including Supplemental Nutrition Assistance Program (SNAP) and the Weatherization Assistance Program (WAP), or property qualified as Affordable Housing.
- Federal Income Tax Return proving income is less than 80% of area median income (AMI).
- Combination of multiple documents approved by the subawardees and Implementer. Review of tax forms and other approved documentation by the subawardees and Implementer as permissible by Wisconsin law.

Any information collected by the Implementer must be collected and stored in a commercially acceptable manner that protects personally identifiable information in conformance with WEDC's policies and procedures and applicable state and federal law.

Subtask 8.3: Financial Coordination

Once projects and participants are deemed eligible for PowerUp Wisconsin, the Implementer may coordinate with the applicable subawardees and solar installers.

In addition, the Implementer shall support WEDC to facilitate end-user access to other federal and state programs and resources such as tax credits (e.g., low-income housing tax credit (LIHTC), investment tax credit (ITC) and the tax credit adders introduced by the Inflation Reduction Act of 2022: Domestic Content, Energy Community, and Low-Income Communities), green lending initiatives (e.g., Fannie Mae and Freddie Mac Green Loan Programs and Federal Housing Administration Mortgage Insurance Premium Reduction), local foundation/government grants, and utility rebates. The Implementer may complete the following activities:

- Work with WEDC and third parties to develop materials with information on available incentives and financing options for different types of projects and households.
- Develop funding stacking guides.
- Complete other deliverables as agreed upon with WEDC throughout the contract.

TASK 9: Technical Assistance**Subtask 9.1: Technical Project Support**

The Implementer shall provide technical assistance for project development as required to enhance PowerUp Wisconsin's effectiveness and maximize its impact on beneficiaries. The Implementer may complete the following activities:

- Verify that projects receiving financial assistance from PowerUp Wisconsin meet industry standards and appropriate system sizing requirements.
- Develop project timelines and forecasts to track progress toward overall PowerUp Wisconsin program goals.
- Create performance report templates to support consistent monitoring and goal alignment.
- Complete additional deliverables as agreed upon with WEDC.

Subtask 9.2: Energy Storage

Battery storage will not be a standard offering under PowerUp Wisconsin for single-family homes. However, household resiliency needs will be evaluated on a case-by-case basis to support limited battery deployment in special circumstances. For example, if a home is prone to frequent blackouts or houses residents with medical conditions that could be impacted by extended power outages, battery storage may be considered as a risk-reduction measure.

For multifamily homes, battery storage may also be considered—particularly when justified by factors such as extreme weather vulnerability, a history of prolonged outages, or financial conditions that make storage cost-effective, including participation in virtual power plant (VPP) programs with the utility if available.

The Implementer shall support WEDC in the development of clear guidelines for assessing requests for energy storage associated with new eligible residential-serving solar installation, including prioritization criteria.

TASK 10: Consumer Service and Protection**Subtask 10.1: Consumer Service Support**

The Implementer shall be aware of and direct consumers to WEDC's grievance reporting system. The Implementer shall provide customer service performance goals and metrics.

Subtask 10.2: Fraud Prevention

The selected Implementer must comply with and assist the subawardees in complying with the provisions of 2 CFR Part 200, including those related to internal controls, risk assessment, and fraud prevention. The Implementer shall develop, maintain, and implement a robust Fraud Prevention Plan that includes policies, procedures, and training designed to detect, prevent, and respond to fraud, waste, and abuse. This plan must be in place prior to the execution of the contract and is subject to review and approval by WEDC. Ongoing compliance with the plan is mandatory throughout the term of the contract.

Subtask 10.3: Consumer Protection

The Implementer shall establish consumer protection rules and guardrails to ensure all funded projects result in a minimum of 20% energy savings to beneficiaries. Consumer protection activities will include:

- Conducting regular reviews of solar projects completed, household savings, and other key performance indicators to maintain quality control and transparency, and ensure

accountability in how funds are spent, household savings are delivered, and customers are served.

- Reviewing a sample of solar installer submitted invoices to compare costs and act if certain solar installer's costs are consistently and significantly higher than others.
- Establishing processes for addressing contractor non-compliance with established program procedures.
- Drafting affordability covenant options, procedures, and penalties that ensure participating multifamily property owners do not raise rents to compensate for reduced energy bills due to solar installation.
- Drafting criteria for Community Engagement Plans for community solar projects to submit and follow through on.
- Drafting a framework to prevent speculative resale post improvements.

In collaboration with WEDC, the Implementer shall develop brief consumer protection guides and disclosure forms that will be provided to beneficiaries and made available on the website. These documents will offer comprehensive details, including a financial summary of savings and costs, contract terms, system equipment, warranty information, estimates on system price, performance, among others.

The Implementer shall propose additional consumer protection strategies and tactics for deployment.

TASK 11: Quality Assurance

Subtask 11.1: Quality Assurance

Quality management activities will be led by WEDC; however, the Implementer shall establish and conduct processes to ensure quality control, including required pre- and post-installation inspections. These activities shall include:

- Proposing qualifications for participating contractors.
- Establishing installation standards and supporting grant recipients in enforcing those standards.
- Verifying project completion and system performance including use/review of technology solutions to monitor project-level system performance (e.g., solar energy production and electricity cost savings) throughout the Program period.
- Structuring maintenance training.
- Conducting onsite post-installation inspections on a minimum number of installations for each prequalified solar installer, including first few jobs performed, a minimum percentage thereafter, and increased inspections in the event of complaints received/reported for a specific solar installer.

Subtask 11.2: Compliance

The Implementer shall provide guidance to WEDC to ensure it is prepared to meet all pass-through entity obligations set forth in the [Uniform Grant Guidance](#) (2 CFR Parts 200 and 1500), the [EPA's Subaward Policy](#), and the [EPA's Guidance on Participant Support Costs](#), as applicable.

In addition, the Implementer shall establish processes to ensure all contracts executed under PowerUp Wisconsin agree to the terms provided in the [Davis-Bacon and Related Acts](#) (DBRA) [Requirements for Contractors and Subcontractors Under EPA Grants](#), as well as the [Buy America Build America Act](#) (BABA). No waiver from EPA has been received for either of these classes. The Implementer shall establish processes to ensure all contracts executed under PowerUp Wisconsin comply with all applicable state and federal laws.

TASK 12: Reporting

The Implementer shall prepare monthly progress reports to present to WEDC detailing progress to date, attainment of milestones, work yet to be performed, a discussion of any delays in work with justification for schedule modifications and applicable corrective action plans, the work anticipated in the upcoming month, and budgets and actual spending levels. Monthly reports will include program KPIs, as determined and detailed in the final Workplan. Additionally, the Implementer may support WEDC with preparation and submittal to the EPA of any semi-annual reporting requirements established by federal guidelines (reporting transaction-level and project-level data in accordance with information collection instruments approved through GGRF Accomplishment Reporting ([EPA ICR Number 2783.01, OMB Control Number 2090-NEW](#))).

Additional activities will include the preparation of data for a public-facing “dashboard” disclosing KPIs, to be included on the PowerUp Wisconsin website.

D. Qualifications**Required Qualifications**

- Demonstrated ability to successfully perform all tasks outlined in the Scope of Services.
- Knowledge of and experience administering or implementing large-scale grant or incentive programs, including federal programs.
- Proven experience with federal grant compliance.
- Strong understanding of strategies to effectively serve eligible communities, including rural areas.
- Technical expertise to support innovative residential and community solar projects, including a solid understanding of solar energy development and technologies.
- Experience collaborating with utilities, as well as Tribal, state, and local governments.
- Familiarity with Wisconsin clean energy programs and the diverse needs of Wisconsin communities.

Desired Qualifications

- Experience communicating and collaborating with community-based organizations (CBOs) for program delivery.
- Demonstrated ability to educate households and stakeholders on the costs and benefits of solar energy.

IV. PROPOSAL REQUIREMENTS

Proposers responding to this RFP must provide thorough and complete responses to all requests for information outlined below. Failure to respond to any item may result in the proposal being deemed non-responsive and disqualified from consideration.

To ensure clarity and consistency in the evaluation process, all proposals must be submitted in PDF format and must not exceed 50 pages, excluding the cover letter and relevant attachments. Documents should be formatted with 1-inch margins on all sides and use a standard font size of 11 or 12 points.

We encourage clear, concise, and well-organized submissions that directly address the requirements of this RFP. The evaluation will prioritize the quality and relevance of content over the volume of material provided. Proposers are expected to submit proposals that are both comprehensive and succinct, within the specified page limit. Pages included beyond the requested amount will not be reviewed.

A. Mandatory Requirements

- a. Proposals should be submitted to PowerUpWisconsin@wedc.org. Upon receiving a proposal, WEDC will confirm receipt.
- b. Proposals must be received not later than **August 29, 2025, 5:00 PM CT. Proposals timestamped later than 5:00 PM will not be accepted or reviewed.**
- c. To be considered, the Proposer must respond to all proposal requirements as specified below:
 - i. Technical Proposal: must include all sections as noted in the Table of Contents below.
 - ii. Cost Proposal: must include a budget using **Attachment A. Cost Detail.**
 - iii. Required Documents
 - iv. Proposals offering any other set of terms and conditions that conflict with the terms and conditions provided in the RFP may be rejected without further consideration.

B. Technical Requirements/Approach to the Project

The Proposer's Technical Proposal must be organized into sections, following the format and order specified below (Table of Contents). Pages must be numbered consecutively. WEDC prefers concise proposals that address all requirements clearly and pointedly.

Technical Proposals should focus on pre-program launch activities and the first full program year of operations (post-launch). Proposers may provide any other information thought to be relevant, but not applicable to the listed sections below, as attachments.

Table of Contents:

- a. **Cover Letter.** Signed by a designated individual with authority.
- b. **Executive Summary and Introduction.** Provide an overview of Proposer's firm and describe why your firm is uniquely suited to perform the scope of work requested.
 - i. **Company Description.** Provide a brief description of the Proposer's history and organization. Introduce Proposer including legal business name, years in operation, website, type of business structure (corporation, partnership, etc.), capabilities, total number of employees, current office location(s), local staff, and any diverse business certifications if applicable.
 - ii. **Subcontractors.** Include similar information on any Subcontractors that are partnering on this proposal. Identify the scope of work that Subcontractors will be responsible for. Note: The Proposer is not required to use subcontractor(s). However, no subcontractor may be used without WEDC's written approval.
 - iii. **Local Participation.** Describe the Proposer's local presence in Wisconsin. If Proposer and Subcontractors do not currently have offices in the State, describe a plan for establishing a location and/or ensuring local workforce is engaged throughout the duration of this program.
- c. **Approach to the Scope of Work.** Describe, in detail, the Proposer's technical approach to the project and tasks identified in Section III of this RFP.

- d. **Organizational and Staff Capabilities.** To demonstrate Proposer's experience, qualifications, and expertise administering large programs, Proposer's must provide the following information:
- i. **Relevant Experience.** Describe Proposer's experience with comparable large-scale clean energy program implementation efforts. Include a description of specific experience with the following areas:
 - a. Solar installer network oversight.
 - b. Consumer protection and fraud prevention.
 - c. Application processing and income verification.
 - d. Federal compliance and reporting.
 - ii. **Project Examples.** Include at least three (3) engagements held by the Proposer which indicate relevant experience from the last five (5) years supporting your ability to successfully manage a contract of similar size and scope for the type of work described in this RFP. This might include large-scale utility or state-administered programs in the areas of solar energy, distributed generation, or energy efficiency. Project examples should include the client's name, a brief project overview, dates for the project, approximate budget, and a description of how that project is relevant to the services requested through this RFP.
 - iii. **Experience Working with State and Federal Entities.** Include a list of contracts held with EPA or other federal agencies or the State of Wisconsin during the past ten (10) years.
 - iv. **Organizational Chart and Key Staff Biographies.** Provide a program organizational chart for the firm and any subcontractors that may be partners in the proposal, identifying key individuals that will be working on this program and their proposed roles. For every key personnel identified, short bios should be provided highlighting their proposed role and experience with similar work performed. One-page resumes should be included as attachments for every key staff member. The accepted Proposer must follow EPA's subcontractor guidelines, including competitively procuring all subcontractors. Subcontractors identified prior to executing a contract with WEDC may be rejected at WEDC's discretion.
 - v. **Client References.** Provide three (3) client references that may vouch for the Proposer's work. Include reference name, title, company name, phone number, and email contact information.
 - vi. **Project Timeline.** Include a program timeline in an easy-to-read format (e.g., Gantt chart). The timeline should focus on pre-program launch activities, and the first 12 months post-program launch.

C. Documents

Proposers must submit the following forms, along with the Technical and Cost Proposals, as part of their response. Where noted, forms must be signed by the appropriate Proposer's authority.

- Provide a copy of the Proposer's W-9.
- Provide a copy of the Proposer's standard contract documents.
- Provide a completed Supplier Demographic Attestation Form, if applicable.
- Provide a list of any actual or perceived Conflicts of Interest (COI) for the organization(s) (including subcontractors), and key personnel with WEDC, its Board of Directors, executive staff, or employees.

V. COST PROPOSAL

Proposers must submit their proposed budget using the required format in **Attachment A. Cost Detail**. The cost proposal shall not exceed the amounts provided in **Table 4** below.

TABLE 4. BUDGET NOT TO EXCEED

Year	Maximum Cost
Year 1* May 2025 – April 2026	\$1,165,363
Year 2 May 2026 – April 2027	\$1,165,363
Year 3 May 2027 – April 2028	\$1,165,363
Year 4 May 2028 – April 2029	\$1,165,363
TOTAL	\$4,661,452

*Year 1 budget covers pre-launch technical assistance

A. Pricing and Cost Detail

Proposers must complete and submit **Attachment A. Cost Detail** to this RFP to provide detailed pricing information for Year 1, and reduced detail for subsequent years. If awarded, the Proposer will be required to retain and submit to WEDC detailed documentation for all expenditures. Expenses not properly documented will not be reimbursed.

The Proposer must disclose in the Proposal whether or not any portion of the services may be outsourced to third parties, subcontractors, or affiliates. No portion of the services may be outsourced without prior WEDC approval. Any approved outsourcing must comply with EPA's Subrecipient and Contractor Policy and all applicable federal flowdowns.

B. Financial Narrative

Additionally, Proposers must submit a separate document with the following information:

- Financial Capability.** Describe Proposer's financial stability and economic capability to perform the contract requirements. WEDC reserves the right to request additional information to evaluate a Proposer's financial capability.
- Cost Assumptions.** Include a brief narrative of the main assumptions used in Cost Proposal preparation, and any other cost considerations you want WEDC to be aware of.

VI. TERMS AND CONDITIONS

The following terms and conditions affect responses to this RFP and any resulting contract. These terms shall be adhered to by any interested Proposer and are non-negotiable. The Implementer must comply with the requirements of [EPA-R-HQ-SFA-23-01](#), EPA General Terms and Conditions, EPA Solar for All Terms Conditions, EPA Subrecipient Policy, and all applicable statutes, regulations, guidelines, and FAQs.

A. Contract Term

The term of the contract is anticipated to start upon execution and will end twelve (12) months thereafter. The contract shall be considered for extensions for up to four (4) years. The

renewal is not automatic, and requires WEDC approval, and will be conditional upon the Implementer meeting performance milestones.

B. Confidentiality

Proposer acknowledges that all information, data, records, and documents disclosed by WEDC to Proposer, or which come to Proposer's attention during the course of its response to this RFP or performance under any resulting contract constitute valuable and proprietary assets of WEDC (Confidential Information). The Proposer agrees not to disclose the Confidential Information, either directly or indirectly, to any person, entity or affiliate unless required to do so by legal process of law without prior authorization by WEDC. If required to disclose Confidential Information by legal process, Proposer shall provide WEDC with prompt notice, so WEDC may seek an appropriate protective order. Except as required to respond to this RFP or during the course of its performance under the terms of any resulting Agreement, Proposer shall not use any Confidential Information for its own purposes.

C. Conflict of Interests

The Vendor will not compromise or share trade secrets, business practices, or financial interests of WEDC, its customers, or clients. The Vendor further attests that, to the best of its knowledge, it has no undisclosed conflicts of interest with WEDC. If the Vendor fails to disclose a potential conflict of interest, and if WEDC determines such failure to disclose involves a material conflict of interest, WEDC may void this Agreement and recover any amount paid hereunder. During the terms of this Agreement, the Vendor shall advise WEDC of any changes in potential conflicts of interest.

D. Nondiscrimination

Pursuant to Wisconsin law, any contract resulting from this RFP shall include the required language regarding nondiscrimination consistent with Wis. Stat. § 16.765.

E. Public Records

Vendor understands that this Agreement and other materials submitted to WEDC may constitute public records subject to disclosure under Wisconsin's Public Records Law, Wis. Stat. § 19.31 et seq. Vendor will mark documents "confidential" where appropriate for financial and other sensitive materials that should be, to the extent possible under the law, be kept in confidence. Pursuant to Wis. Stat. § 19.36(3), all records of Vendor that are produced or collected under this Agreement are potentially subject to disclosure pursuant to a public records request. Vendor shall establish and maintain adequate records of all documentation developed or compiled and expenditures incurred under this Agreement. Vendor, following final payment, shall retain all records produced or collected under this Agreement for Three (3) years. Upon termination or completion of this Agreement, WEDC may elect to have the Vendor provide WEDC with all records produced or collected under this Agreement in lieu of retaining said documents.

F. Audit Rights and Examination of Records

Until the expiration of Three (3) years after this Agreement's termination, cancellation, or expiration, upon the written request of WEDC or their representative, Vendor agrees to make available at no charge, this Agreement and any physical or electronic records, reports, correspondence, memoranda, work product, and any other documentation related to the provision of the services and/or product(s) rendered to WEDC and the costs thereof to the full extent required by any applicable United States federal or state authority or law. Any and all records will be provided electronically in an agreed-upon format or may be examined on-site at the discretion of WEDC. WEDC agrees that any such requests shall be made in such a manner as not to unreasonably interfere with the Vendor's normal business operations.

G. Notice

Notice under this Agreement must be in writing and delivered by email. Notice will be considered received when sent. If a party sending a notice via email receives a machine-generated message that delivery has failed, the sender must, no later than five (5) business days after sending the email message, mail a tangible copy of that notice by a nationally recognized overnight courier service with end-to-end tracking and all fees prepaid or by certified mail, postage prepaid, return receipt requested.

Also, any travel expenses or reimbursements must follow WEDC's policy.*Airfare*

- Travelers are expected to obtain the lowest available cost that reasonably meets business travel needs.
- Travelers are encouraged to make reservations at least 30 days in advance to avoid premium pricing.
- First-class tickets, early check-in fees, and upgrade charges are not reimbursable.
- Vendors wishing to travel in this manner will be obligated to pay for the additional cost of the upgrade. Proof of base cost is required in order to reimburse the base cost of travel.
- WEDC will only reimburse actual airfare costs; the use of frequent flyer miles for WEDC business will not be reimbursed.
- Baggage fees for up to two personal bags are allowable.
- Expenses deemed to be lavish or extravagant will not be reimbursed.
- Airline tickets may not be purchased through Orbitz.

Hotel

- Lodging costs are limited to single occupancy expenses.
- Traveler is expected to stay at the lowest cost hotel that reasonably meets business needs.
- Traveler should utilize U.S. General Services Administration (GSA) government rate accommodations.
- Traveler should make reservations early enough to avoid premium pricing.
- Traveler's use of reservation sites (either direct or third-party brokers) that require a prepayment, deposit, guarantee payment, or non-refundable payment will not be reimbursed until travel has been completed and proof of payment, in addition to documentation of travel, has been provided. WEDC will not reimburse for any cancellation or other fees incurred as it relates to this type of reservation.
- It is strongly recommended that travelers do not make hotel reservations that require a deposit, guarantee payment, non-refundable payment, or prepayment prior to travel.
- Expenses deemed to be lavish or extravagant will not be reimbursed.

Meals

- Meals will be reimbursed based on the U.S. General Services Administration (GSA) meal per diem rates for the travel location (as listed on the GSA website). Per diem rates for foreign travel may be found on the U.S. Division of State website.
- Tips and personal credit card fees on meals are included in meal per diem rates.
- It is expected that the meal per diem request would be reduced by any meals provided by other sources while traveling, such as meals served on a plane, or meals included in the hotel charge.

Non-allowable Expenses

The following items, which is not an exhaustive list, will not be reimbursed by WEDC:

- Airline club memberships
- Airline upgrades
- Alcohol
- Costs incurred by traveler's failure to cancel travel or hotel reservations in a timely fashion
- Passports, vaccinations, and visas when not required as a specific and necessary condition of the travel assignment.
- Personal entertainment expenses, including in-flight movies, headsets, health club facilities, hotel pay-per-view movies, in-theater movies, social activities, and related incidental costs.
- Travel accident insurance premiums or purchase of additional travel insurance.
- Travel costs of spouse or other unapproved travel companion will not be reimbursed.
- In cases in which vacation time is added to the business trip, any additional vacation-related costs will be paid by the traveler.

VII. RFP PROCESS**A. Reasonable Accommodations**

WEDC will provide reasonable accommodations, including the provision of informational material in an alternative format, for individuals with disabilities upon request.

B. Communication with WEDC & Submitting Questions

All communication regarding this RFP shall be directed to WEDC's Vice President of Sustainability, Francisco Sayu, at PowerUpWisconsin@wedc.org. Information regarding this RFP obtained from other sources is unofficial and nonbinding. Communication with other sources may be the cause for rejection of a proposal.

All questions regarding this RFP must be submitted in writing to WEDC at PowerUpWisconsin@wedc.org by **July 14, 2025**, at 5:00 PM CT.

Responses to questions will be posted on WEDC's Request for Proposals Website (<https://wedc.org/request-for-proposal-process/>) on **July 24, 2025**, and shared with Proposers that submit a formal Intent to Bid.

C. Mandatory Intent to Bid

For planning purposes, Proposers must provide an Intent to Bid before submitting their proposal to PowerUpWisconsin@wedc.org. Intents to Bid are mandatory and must be received no later than **August 4, 2025, at 5:00 PM CT**.

D. Small and Diverse Firm Participation

WEDC encourages participation from Small and Diverse Firms in this RFP, as defined in **Appendix A**. Proposers are encouraged to form teaming structures and pursue other strategies that foster participation from Small and Diverse Firms in the implementation of these programs.

To foster partnerships, WEDC will compile and publish a list of local Small and Diverse Firms that have expressed an interest in this RFP. This list will be made available via WEDC's RFPs site: <https://wedc.org/request-for-proposal-process/>.

To be included in this list, local diverse firms may send an email to PowerUpWisconsin@wedc.org and provide the following information:

Include:

- Company name
- Website
- Brief statement of capabilities (<150 words)
- Contact Name
- Contact Email
- Contact Phone Number

E. Incurring Costs

WEDC is not liable for any cost incurred by a vendor for responding to this RFP.

F. Proposal Errors

Proposers are responsible for reviewing responses for any errors. A single (1) response will be permitted per Proposer. Corrections or updates to the Proposal submission will not be accepted.

G. Submitting the Proposal

Proposers shall submit an electronic, PDF, version of their Proposal to WEDC's Vice President of Productivity & Sustainability, Francisco Sayu, at PowerUpWisconsin@wedc.org, no later than **August 29, 2025, 5:00 PM CT**.

H. News Releases

News releases pertaining to the RFP or to the acceptance, rejection, or evaluation of proposals shall not be made without the prior written approval of WEDC.

VIII. EVALUATION OF RFP

A. Proposal Review, Verification and Acceptance

WEDC shall review each proposal to verify that it meets all specified requirements in the RFP. Proposals that do not comply with instructions contained in the RFP may be rejected by WEDC. WEDC reserves the right to waive a particular specification if no Proposer meets that specification. WEDC may request reports on the Proposer's financial stability. WEDC may reject a proposal if the Proposer is determined to have inadequate financial means to provide the required service. WEDC retains the right to accept or reject any or all proposals, or accept or reject any part of a proposal, determined to be in the best interest of WEDC. WEDC shall be the sole judge as to compliance with the instructions contained in this RFP. Proposals shall be firm for acceptance for sixty (60) days from the date of proposal opening unless otherwise noted. A Proposer may not modify its proposal after submission except to correct minor omissions or miscalculations as directed in writing by WEDC.

B. Proposal Scoring & Evaluation Criteria

Mandatory requirements must be met for a proposal to be considered for award under this RFP. Evaluation of the proposals will be based on the following criteria:

- **Approach to scope of work (30%):** Proposals will be evaluated based on the clarity and effectiveness of the Proposer's narrative and their approach to managing key components outlined in the scope of work. These include application processing, coordination with solar installers, eligibility verification, project pipeline development, compliance and reporting, energy savings, organizational capacity, workforce development, and marketing, education, and outreach.
- **Qualifications and Experience (40%):** Proposals will be evaluated based on the Proposer's and key staff's qualifications and relevant experience and described within this RFP. The evaluation will also consider the Proposer's organizational history, past

performance, quality and relevance of previous work, and overall financial stability as indicators of capacity to successfully fulfill the requirements of this RFP.

- **Pricing and Cost Detail (20%):** The evaluation on pricing will be based on whether the pricing and allocation is reasonable and appropriate, with the lowest price that is also reasonable and appropriate scoring the highest points.
- **Diverse Business (5%):** It is WEDC's intent to have its Supplier Diversity Program reflect its commitment to diversity, equity, and inclusion, therefore, proposals from Diverse Businesses will receive a Five Percent (5%) preference during the proposal scoring process. WEDC strongly encourages Diverse Businesses to apply/submit proposals. (See **Attachment B. Supplier Demographic Attestation**)
- **Located in Wisconsin (5%):** WEDC values maximizing opportunities in Wisconsin for businesses; therefore, a Five Percent (5%) bid preference will be given to Proposers that are located in Wisconsin.

C. Interviews

WEDC may invite the highest-scoring Proposers to present their proposals during an in-person interview to ensure thorough and mutual understanding. It is anticipated that interviews will take place in October, as specified in **Table 1**. RFP timeline.

A Proposer that is asked to make a presentation and fails to make the presentation on the scheduled date will not be considered for the final award. Any and all costs incurred by the Proposer in making the presentation will be the Proposer's sole responsibility and will not be reimbursed by WEDC.

D. Right to Reject Proposals and Negotiate with Proposers

WEDC reserves the right to reject any and all proposals. WEDC may negotiate with multiple vendors regarding the terms of the contract and the cost proposal before determining the highest-scoring Proposer. WEDC shall not, under any circumstances, reveal a Proposer's cost proposal to any other Proposer prior to contracting for services.

E. Award Decision

WEDC will make the award to the Proposer deemed to provide the services described in this RFP at the best value to WEDC, taking into consideration the Proposers' experience, expertise, and cost proposals.

F. Notice of Intent to Award

All Proposers who respond to this RFP will be notified in writing of WEDC's intent to award the contract as a result of this RFP.

APPENDIX A - DEFINITIONS, ACRONYMS, AND REFERENCED MATERIALS

Definitions

- **Implementer.** For the purposes of PowerUp Wisconsin, the Implementer is an entity that provides services, support, subject matter expertise, and technical assistance services for the distribution of grants, solar installation, outreach and engagement, workforce development, and other compliance needs as required by EPA.
- **Affordable Housing.** Multifamily housing units with rents not exceeding 30% of 80% AMI, either under affordability covenants from federal or state housing programs or naturally occurring affordable housing.
- **Area Median Income (AMI).** Values calculated by household size of the median income of the area in which the individual or family resides, as reported by the Department of Housing and Urban Development.
- **Community Based Organization.** A community organization that is based in the location that is the focus of a project or service area and has experience in collaborating with local community members.
- **Eligible Communities.** As specified in EPA's Notice of Funding Opportunity.
- **Community Solar.** Any solar project or purchasing program, within a geographic area, in which the benefits flow to multiple customers such as individuals, businesses, nonprofits, and other groups.
- **Low-income Households.** Households with incomes below 80% of Area Median Income or 200% of Level FPL, with variations based on Metropolitan or Non-Metropolitan areas.
- **Multifamily Housing.** A single building containing at least two dwelling units used for residential purposes.
- **Program Beneficiaries.** Individuals and/or entities directly benefited from PowerUp Wisconsin through receipt of grants, or other financial incentives.
- **Proposer.** A firm that submits a response or proposal under this Request for Proposals.
- **Single-Family Homes.** A standalone residential structure, designed to be occupied by just one household.
- **Small and Diverse Firms.** Businesses that are at least 51% owned and controlled by a minority or diverse group, and where the management and daily operations are also controlled by the same group.
- **Subcontractor or Contractor.** An entity that provides goods and/or services to the prime recipient or subrecipients, similar to the goods and services that it provides on the open market.

Acronyms

- **AMI.** Area Median Income
- **BABA.** Build America, Buy America Act
- **CBO.** Community Based Organization
- **CT.** Central Time
- **DBRA.** Davis-Bacon and Related Acts
- **GGRF.** Greenhouse Gas Reduction Fund
- **HVAC.** Heating, Ventilation, Air Conditioning
- **IRA.** Inflation Reduction Act
- **LIHEAP.** Low-Income Heating and Energy Assistance Program
- **NOFO.** Notice of Funding Opportunity
- **RFP.** Request for Proposals
- **RFQ.** Request for Quotes
- **SFA.** Solar for All
- **SOW.** Scope of Work

- **WAP.** Weatherization Assistance Program
- **WEDC.** Wisconsin Economic Development Corporation

Resources and Referenced Materials

[2011 Wisconsin Act 7](#)

[2011 Wisconsin Act 32](#)

[2021 Rooftop Solar Potential Study Report - PSC](#)

[Area Median Income \(AMI\) in Wisconsin](#)

[Buy America Build America Act](#)

[Davis-Bacon and Related Acts](#)

[EPA's Subaward Policy](#)

[EPA's Guidance on Participant Support Costs](#)

[Greenhouse Gas Reduction Fund](#)

[Inflation Reduction Act \(IRA\)](#)

[Solar for All Notice of Funding Opportunity](#)

[Uniform Grant Guidance](#)

[Wisconsin Clean Energy Plan](#)

[Wisconsin Statute Chapter 238](#)