

## Request for Information (RFI)

### Building Envelope: Energy Audit and Efficiency Upgrades

#### **LOCATION:**

Nicolet Elementary Community School, 1309 Elm St., Green Bay, WI 54302

#### **DATES:**

RFI Release Date: January 12, 2026

RFI Questions Due: January 26, 2026

RFI Responses Due: February 13, 2026

#### **ISSUED BY:**

Midwest Renewable Energy Association (MREA)

*The MREA is a regional nonprofit that promotes clean energy, energy efficiency, and sustainable living through education and demonstration.*

#### **RFI POINT OF CONTACT:**

Evonne Waugh, Program Manager, [evonne@midwestrenew.org](mailto:evonne@midwestrenew.org)

## **1. Introduction**

The purpose of this Request for Information (RFI) is to gather pricing information to support a comprehensive energy audit (ASHRAE level 2 or 3) and priority recommendations for building envelope energy efficiency upgrades for Nicolet Elementary Community School. Your response will be used to inform the decision-making process and may lead to future procurement. Any future procurement will be independent of this RFI.

This RFI is part of the Net Zero Pathways (NZP) for Schools initiative, through which participating schools have developed roadmaps to achieve net zero energy and emissions goals. RFI responses will help ensure that plans include appropriate design, price, and performance assumptions.

## **2. Information Requested**

Green Bay Area Public Schools is looking for a comprehensive energy audit to define highest value building envelope upgrades. The audit should identify priority investments including air sealing, insulation, window and door upgrades, and other investments and conservation measures that increase comfort and reduce cooling and heating costs for Nicolet Elementary Community School.

Green Bay Public Schools is interested in receiving the following information from interested service providers:

- Description of energy audit process and report
- General description of upgrade considerations, strategies, and options
- Price estimate and available incentives
- Availability and timeline for energy audit
- Sample project(s) and report(s)
- Company experience, interest, and availability

## **3. Building Energy Use**

Nicolet Elementary is billed through Wisconsin Public Service Utility's Cg-20 electricity rate and Wisconsin Public Service Utility's Small Commercial & Industrial Firm Cg-FS natural gas rate. Nicolet uses 252,886 kWh per year paying an average of \$.16/kWh,

totaling \$41,431. Nicolet uses 17,442 therms per year paying an average of \$.60 per therm, totaling \$10,888.

Insert information on building size and information related to previous energy audit reports, history of building envelope improvements, and areas of particular concern/interest.

#### 4. Submission Details

- Firm profile and qualifications - Describe the company size, location, and local organizational structure. Describe the demonstrated experience of the company in energy audits on commercial building. Briefly describe company experience with similar projects.
- Point of contact - Identify the main contact for questions related to the RFI.
- Expected approach, outcomes, and recommendations – Briefly describe how the company conducts energy audits, expected outcomes, and typical recommendations including level of detail provided in the audit report.
- System price estimate – Provide system price estimate including price range and optional products and services as appropriate.
- System performance expectation – Estimate system energy savings, cost savings, and financial performance including details on the assumptions used in the modeling.
- Availability and timeline – Provide general timelines for audit services including considerations for the school during the process.
- Sample reports – Provide examples of relevant projects, if available, that demonstrate relevant audit reports and outcomes.
- Company interest and availability – Briefly describe the company interest in performing the proposed work, next steps, and company availability to perform work.

#### 5. Timeline

- RFI Announced
- RFI Questions Due/Posted
- RFI Response Submission Deadline

## **6. Conditions And Reservations**

The MREA and its partners are not obligated as a result of the submission of a Proposal to enter into an agreement with any Proposer and have no financial obligation to any Proposer arising from this RFI. MREA and/or its partners may request a full proposal based on continued and future interest in project development.