



## **REQUEST FOR QUALIFICATIONS TO PROVIDE ENERGY BENCHMARKING SERVICES AND ENERGY AUDITS FOR MULTIFAMILY AFFORDABLE HOUSING BUILDINGS**

### **PURPOSE**

New Hampshire Housing is seeking Letters of Interest from qualified firms to provide building energy benchmarking services for a group of affordable multifamily apartment buildings financed with federal tax credits. The goal is to rank each multifamily building's energy performance to identify opportunities for energy efficiency retrofits/improvements. In addition, the selected firm may be asked to perform investment grade energy audits of selected buildings.

### **BACKGROUND**

New Hampshire Housing is a self-supporting public corporation that promotes, finances, and supports housing solutions for the people of New Hampshire. We operate rental and homeownership programs designed to assist low- and moderate-income persons with obtaining affordable housing. We have helped more than 55,000 families purchase their own homes and been instrumental in financing the creation of more than 16,000 multifamily housing units.

NH Housing monitors and inspects roughly 450 properties throughout New Hampshire, many of which consist of more than one multifamily apartment building.

In 2017, NH Housing retained the services of an energy services company that performed building benchmarking on 36 multifamily buildings. The company used historical energy consumption data to determine the Energy Use Intensity (EUI) and Cost Use Intensity (CUI) for the selected buildings.

### **SCOPE OF SERVICES**

The primary tasks for the selected firm will be to:

- 1) Work with NH Housing staff to identify a group of buildings that are suitable candidates for benchmarking.
- 2) Utilize EPA's Portfolio Manager online program, or comparable analytical tool, to enter energy consumption data for selected buildings.
- 3) Produce EUI's and CUI's for each building.
- 4) Produce a chart or graph comparing EUI and CUI scores of each building to national averages. Rank energy efficiency scores for all selected buildings as a group.
- 5) Perform investment grade energy audits on selected buildings that would benefit from cost-effective energy improvements, and produce detailed reports identifying and

quantifying energy and cost savings, as well as environmental benefits, for any recommended energy upgrades, improvements, or retrofits.

## **QUALIFICATIONS**

Energy consulting firms or energy services companies responding to this RFQ must demonstrate the following qualifications:

1. Experience and Expertise
  - Demonstrated experience in managing energy benchmarking projects.
  - Building Performance Institute (BPI) certification.
  - Expertise in performing investment grade energy audits.
  - Expertise in EPA's Portfolio Manager software or comparable benchmarking tool(s).
  - Expertise in TREAT energy modeling software.
  - Expertise in building energy technologies.
  - Expertise in identifying and evaluating opportunities for energy improvements in multifamily buildings.
  - Ability to identify cost-effective energy improvements and quantify fuel savings, costs savings, payback periods, and environmental benefits including reductions in greenhouse gas emissions.
  
2. Project Management:
  - Experience in managing benchmarking projects.
  - Ability to adhere to project timelines and budget constraints.
  - Strong communication and collaboration skills.

## **SUBMISSION OF QUALIFICATIONS**

Interested firms must submit a Letter of Interest responsive to this RFQ. NH Housing will review Letters of Intent and may invite qualified firms to meet with our multifamily housing energy team for one or more interviews. The interviews will provide the selected firms with an opportunity to describe their expertise and experience, and to discuss the scope of this project, and how the firm would approach the work. Following interviews, NH Housing will select a firm or firms to contract with.

**To submit a Letter of Interest, firms should send the following information via PDF file to NH Housing by Wednesday, April 10, 2024:**

1. Provide an overview of your company or organization, including its background and relevant experience.
2. Describe previous experience in providing energy benchmarking services for multifamily buildings, as well as investment grade energy audits.
3. Provide examples of benchmarking reports as well as energy audits and analyses of recommended energy measures.

4. Provide a list of key personnel who would be involved in the project, along with their qualifications and experience.
5. Questions and requests for clarification regarding this Request for Letters of Interest must be submitted to NH Housing using the contact details provided below by Monday, April 1, 2024. Responses to questions will be posted on our website by Friday, April 5, 2024.

The deadline for submitting a Letter of Interest to NH Housing is Wednesday, April 10, 2024, by 5:00 PM EST. No phone calls; please email with any inquiries. NH Housing reserves the right in its sole discretion to accept or reject any late submissions.

**Send submissions to:** [info@nhhfa.org](mailto:info@nhhfa.org)