

Alternative Heating Program Request for Proposals

Introduction

The Berkshire Gas Company (“Berkshire” or the “Company”), in consultation with the Massachusetts Department of Energy Resources (“DOER”), is making available grant funds (“Settlement Funds”) in the aggregate amount of one million dollars (\$1,000,000). The Settlement Funds will be allocated for jobs, economic development, or alternative heating programs for municipal owned buildings, low-income and moderate-income residential consumers, or residences or businesses impacted by the Berkshire moratorium on new or expanded gas service interconnections, as determined by DOER. The focus of the grant funding shall be on alternative heating programs for municipalities, businesses and non-profit or economic development agencies that utilize alternative heating technologies, as further described herein. The DOER shall review all grant applications for completeness and eligibility in consultation with the Company and may, at its sole discretion, award grants to applicants (“Applicant”) of eligible projects (“Project”) in Berkshire’s Eastern Division (as defined below). Berkshire shall assist with publication of this request for proposals (“RFP”), be responsible for, and make the actual grant payments to Projects that receive grants as directed by the DOER. Projects that are awarded a grant will execute documentation with DOER, as DOER shall have the responsibility to monitor such Projects, determine eligibility for payment and the completion of required deliverables and the Company shall be responsible for paying the grants, as directed by DOER. The Settlement Funds for this grant program shall be provided by Berkshire pursuant to the Settlement Agreement.

Eligible Entities

The following entities shall be eligible for grants awarded pursuant to this RFP: (i) businesses; (ii) municipalities and other local government entities such as regional public safety or school districts; (iii) economic development agencies; and (iv) other non-profit agencies that provide services to low and moderate income residents (collectively, the “Applicants”).

Eligible Projects

An Applicant must submit a proposal for Project(s) located in the eight Eastern Division communities of the Company’s service territory and explain how it was affected by the Company’s gas moratorium. The Eastern Division of the Company’s service territory consists of the following municipalities: Amherst, Deerfield, Greenfield, Hadley, Hatfield, Montague, Sunderland, and Whately (collectively, the “Eastern Division”). Grants shall be awarded to support Projects that promote or use alternative heating programs. DOER has determined that eligible alternative heating programs **must** utilize one or more of the following alternative heating technologies:

- biomass heating systems (excluding biomass stoves);
- air source and ground source heat pumps;
- solar thermal;
- anaerobic digesters; or
- deep geothermal.

Project Categories

For the purposes of this RFP, eligible Projects must satisfy one of the following requirements:

- 1) Jobs and Economic Development – Projects shall support job retention or job creation by allowing for the use of alternative heating technologies for:
 - i. new construction;
 - ii. the expansion of facilities; or
 - iii. the replacement of inefficient building heating systems.

- 2) Municipal Owned Buildings – Projects include local government facilities such as those owned by regional school or public safety districts. Projects shall provide for the installation of alternative heating technologies for:
 - i. new construction;
 - ii. the expansion of facilities; or
 - iii. the replacement of inefficient building heating systems.

- 3) Low and Moderate Income Residential Customers – Projects must provide support to low and moderate income populations through programs that utilize alternative heating technologies to:
 - i. replace residential heating systems;
 - ii. allow for the construction of new residential units; or
 - iii. that provides secondary heating for residential units.

Application Procedures

To apply for a grant, applicants must submit a completed application (Appendix A) along with Data Requirements (Appendix B) in a PDF file format to:

David Lutes
Renewable Energy Program Coordinator
Massachusetts Department of Energy Resources
100 Cambridge Street, Suite 1020
Boston, MA 02114
david.lutes@mass.gov

With a copy to:
Christopher C. Farrell, Manager,
Corporate Communications and Government Relations
The Berkshire Gas Company
115 Cheshire Road
Pittsfield, MA 01201-1879
cfarrell@berkshiregas.com

Applications will be accepted on a rolling basis (“first come, first serve”) until all Settlement Funds have been expended. DOER anticipates completing the award of funds by **March 1, 2019**. Applicants whose Projects provide a cost share component and which may include funds from other governmental or non-governmental entities will be given preference. Grant moneys shall not be used to pay for feasibility studies, decommissioning, removal of old systems, or costs for compliance. The application and data submission requirements detailed in Appendices A and B should be filled out with as much detail as possible when submitting an application.

Neither DOER nor Berkshire makes any promise or representation as to the availability of Settlement Funds for any Applicant or the suitability or eligibility of any Project. Neither the DOER nor Berkshire makes any representation, warranty or promise as to the appropriateness, quality, suitability, or efficacy of any eligible technology or its suitability or effectiveness for use or installation in Applicants’ premises or facilities. DOER and Berkshire reserve the right to provide grant funding for all or any portion of a project submitted in connection with this RFP.

Questions concerning the RFP should be directed to: David Lutes at david.lutes@mass.gov; 617-626-7314

Applicants Responsibilities

A selected applicant will be responsible for:

- Completing the Project according to a timeline specified in the bid and grant documentation. **No Settlement Funds will be disbursed to a successful Applicant until such Applicant certifies to the DOER that its eligible Project is complete and operational or has met other milestones as agreed to in its grant documentation. A Project awarded a grant must be completed within 18 months from the date of award.**
- Allowing representatives from the DOER and Berkshire access to the Project site or sites upon reasonable request including in order to confirm completion of all eligible deliverables associated with the Project.
- Promptly informing the DOER of any changes to the Project scope or timeline.
- Filing quarterly progress reports with the DOER.
- Such other deliverables and responsibilities as shall be provided in any grant documentation.

Appendix A: Application

General Information	
Project Name	
Primary Applicant	
Project Site Address	
Partners (if any)	
Primary Contact	
Primary Contact and Contact Title	
Primary Contact Organization	
Primary Contact Phone, Fax & Email	
Primary Contact Address:	
Project Manager (If different than the Primary Contact)	
Project Manager and Title	
Project Manager Organization	
Project Manager Contact (phone, fax & email)	
Project Manager Address	
Collaborating Entities (if any, separate entry for each entity)	
Name	
Contact Name and Title	
Phone, Fax and Email	
Address	
Identified Subcontractors (separate entry for each vendor)	
Name	
Contact Name and Title	
Phone, Fax and Email	
Address	
Project Site Information	
Current and anticipated building use	
Description of How Applicant Was Affected by the Limitation on Available Gas Service	
Description of Proposed Project	
Description of Compliance with Eligible Heating Technology Requirement	

Appendix B: Data Requirements

Electricity rate (\$/kWh)	
Gas rate (if applicable)	
Project site square footage (conditioned space)	
Current primary thermal energy source	
Age and efficiency (if known) of current thermal system	
Base heating load	
Peak heating load	
Heat load calculation method	
Pre-Construction Baseline Energy Use	
Electricity use in kWh	
Electricity use in kWh per ft ²	
Current thermal energy cost \$/unit	
Total thermal energy consumed (volume and units)	
Total thermal energy cost	
Thermal energy use in BTUs	
Thermal energy use in BTUs/ft ²	
Post-Construction Energy Use Estimates	
Electricity use in kWh	
Electricity use in kWh per ft ²	
Electricity cost savings (or increase)	
Total thermal energy consumed (volume and units)	
Thermal energy use in BTUs	
Thermal energy use in BTUs/ft ²	
Total thermal energy cost (\$)	
Thermal energy savings (volume)	
Thermal energy savings (\$)	
Thermal energy savings (%)	
20 year thermal energy savings (\$)	