

May 05, 2015

Mr. Erick Shambarger
City of Milwaukee
200 E Wells Street, Room 603
Milwaukee, WI 53202

SUBJECT: Funding Opportunity Announcement Number DE-FOA-0001168, ADVANCING SOLUTIONS TO IMPROVE THE ENERGY EFFICIENCY OF U.S. COMMERCIAL BUILDINGS, Application Titled: Location, Location, Efficiency! (Milwaukee, WI), Control Number: 1168-1554, Award Number: DE-EE0007069

Dear Mr. Erick Shambarger,

The Office of Energy Efficiency and Renewable Energy (EERE) has completed its evaluation of the application submitted in response to the subject Funding Opportunity Announcement (FOA), and I am pleased to inform you that your application has been selected for award negotiations.

You have a limited opportunity to negotiate a financial assistance agreement with EERE. Please note this selection for award negotiations does not constitute a commitment to issue an award or issue an award in the full amount requested. We will be following up by e-mail to introduce you to the DOE team.

Additional information on the award negotiations process will be provided during an informational webinar on May 11th from 1:00 – 3:00 PM ET Please register at <https://attendee.gotowebinar.com/register/335553722574683906>.

Please submit the information and forms listed below to the Grants Management Specialist, David Orens, at David.Orens@EE.DOE.Gov by May 15, 2015. Failure to submit the requested information and forms by the stated due date, or any failure to conduct award negotiations in a timely and responsive manner, may cause EERE to cancel award negotiations and rescind this selection.

Please complete each of the following required forms, which are available on the EERE Financial Opportunities Resources page at <http://www1.eere.energy.gov/financing/resources.html>. All forms should include the award number in the header.

1. Pre-Award Information Sheet;
2. Copy of your approved Indirect Rate Agreement or a Rate Proposal, following the guidelines in the EERE 402: Sample Indirect Rate Proposal – Pre-Award;
3. Copy of the most recent A-133 audit (for non-profit, states, local governments, and educational institutions) or independent audit (applicable to for-profit entities);

4. Commitment Letters from Third Parties Contributing to Cost Share, to substantiate all funds. Letters need to state value and have a signature from an authorized person at that organization;
5. Data Management Plan (Guidelines for the Data Management Plan are available as an appendix to the FOA) (Due 30 days from the date of this letter); and
6. IP Management Plan (Due 30 days from the date of this letter).

In addition to the documents listed above, the following documents will need to be submitted by May 15, 2015, as follows:

7. DOE has reviewed the documents submitted in application and will send a draft Statement of Project Objectives (SOPO) and Milestone Summary Table for your review and revision. Please submit revisions to the attached SOPO to EERE by May 15, 2015.

Note: The final agreed upon Statement of Project Objectives and Milestone Summary Table will be added to your award as an Award Attachment upon the successful completion of negotiations.

8. Environmental Questionnaire, EQ-1. (This form should be completed on line at <https://www.eere-pmc.energy.gov/nepa.asp>).
9. Revised Budget Justification form, EERE 159. A negotiation call will be scheduled with your team directly following the selection announcement to discuss potential revisions.
10. For each sub-recipient/subcontractor who is expected to perform work estimated to be more than \$250,000, or 25 percent of the total work effort, provide:
 - a. A Budget Justification, EERE 159
 - b. Description of work.

For more information on the negotiation process and relevant regulations, please review the "Recipient's Guide to Negotiating with EERE," attached to this letter.

Please note, EERE's decision on whether and how to distribute Federal funds is subject to the National Environmental Policy Act (NEPA) and EERE must conduct a NEPA review for all proposed project activities prior to authorizing the use of Federal funds. Based on information available, EERE has not issued a final NEPA determination for this project. You should carefully consider and should seek legal counsel or other expert advice before taking any action related to the proposed project that would have an adverse effect on the environment or limit the choice of reasonable alternatives prior to EERE completing the NEPA review process.

If you are unable to provide the information by the date requested or have any questions concerning the requested information, please contact the Grants Management Specialist listed above.

On behalf of EERE, I would like to congratulate you on your selection for award negotiations. I look forward to working with you to successfully complete award negotiations.

Sincerely,



Geoffrey Walker
DOE Contracting Officer

cc: Mr. Erick Shambarger
Amy Jiron
David Orens