



DEPARTMENT OF ADMINISTRATIVE SERVICES  
*Milwaukee County*

**TO:** All Interested Consultants  
**SUBJECT:** Addendum #1 to Request for Proposals  
**PROJECT NAME:** CA50 Funding and Implementation Consultant  
**DATE:** November 26, 2025

The CA50 Funding and Implementation Consultant pre-proposal meeting was held November 25, 2025 virtually via Teams meeting. The project background presentation and attendee list are included in the following pages of the addendum.

Questions regarding the RFP need to be formally submitted (regardless of discussion in the pre-proposal meeting) via email by 3:00pm on December 4, 2025 to the individual listed below.

Additionally, any questions regarding the CA50 Funding and Implementation Consultant RFP should be directed to the following: Grant Helle at [grant.helle@milwaukeecountywi.gov](mailto:grant.helle@milwaukeecountywi.gov).

Sincerely,

A handwritten signature in black ink that reads "Grant Helle".

Grant Helle  
Director, Office of Sustainability

cc: A. Mose, DAS-FMD  
L. Robinson, DAS-OEI  
M. Borges, DAS-OEI

# CA50 Funding and Implementation Consultant

**Optional Pre-Proposal Meeting  
November 25, 2025**

Grant Helle – Director, Office of Sustainability  
Department of Administrative Services  
Facilities Management Division



# Project Background

[File No. 21-389](#) Commits Milwaukee County to achieving carbon neutral operations by 2050 and requests the Sustainability Director to develop and administer a strategic plan to achieve carbon neutrality in Milwaukee County facilities and operations by 2050.

[File No. 25-262](#) Requests from DAS – Office of Sustainability, requesting approval of the Climate Action 2050 Plan.

- 1) [Planning Framework](#) (September 2021)
- 2) [Community Engagement Strategy](#) (December 2022)
- 3) [Emissions Assessment](#) (June 2023)
- 4) [Vulnerability Assessment](#) (July 2023)
- 5) [Milwaukee County Climate Action 2050 \(CA50\) Plan Document](#) (April 2025)

# Project Overview

**Professional consulting services to help lead the implementation of the Climate Action 2050 Plan for Milwaukee County government operations**

**The Plan outlines strategies for Milwaukee County to...**

- 1) Achieve carbon neutral operations no later than 2050
- 2) Adapt and improve the resiliency of County operations and the local community to climate change; and
- 3) Align climate initiatives to the County's Vision to become the healthiest through racial equity.

**The selected consultant will assist with the next necessary steps for...**

- 1) Funding
- 2) Emissions inventory
- 3) Implementation and communication of plan strategies

# Project Scope

## **TASK 1: IMPLEMENTATION KICKOFF AND PROJECT SETUP**

- Meet with Sustainability Task Force (introduce project scope, confirm stakeholders, confirm implementation vision, outcomes and guiding principles)
- Project Manual summarizing kickoff outcomes, describing purpose and intent of project, outline next steps

## **TASK 2: EVALUATE FUNDING**

- Analysis Briefs for (1) IRA Direct Pay Submission Process, (2) Focus on Energy Incentives / Rebates
- Tracking Spreadsheet or Tool for identifying local, state and federal funding opportunities
- Progress Memos

## **TASK 3: EMISSIONS INVENTORY**

- 2024 Operational Emissions Inventory (using ICLEI ClearPath 2.0 and aligning with [Local Government Operations Protocol](#))

## **TASK 4: CA50 IMPLEMENTATION, MONITORING AND COMMUNICATION PROGRAM**

- Implementation and Monitoring Program
- Assist OS with Milwaukee County Board Informational Report

# Project Req – TBE Participation

- Targeted Business Enterprise participation goal is 4.88%
- Reference: *Attachment 3\_TBE Instructions & Forms* of [Milwaukee County Bids and RFPs](#)
- Questions related to Milwaukee County's TBE program:
  - [oeicompliance@milwaukeecountywi.gov](mailto:oeicompliance@milwaukeecountywi.gov)



# Project Schedule

ACTIVITY	ANTICIPATED SCHEDULE
Tasks 1 & 2 Deliverables	By April 30, 2026
Presentation of Informational Report to County Board	May 2026 (date TBD)
Tasks 3 & 4 Deliverables	By June 30, 2026
Project Closeout	July 2026



# RFP Schedule

ACTIVITY	ANTICIPATED SCHEDULE
RFP-Issuance	November 17, 2025
RFP-Pre-proposal meeting (non-mandatory)	November 25, 2025
<b>RFP Final Questions Due</b>	<b>December 04, 2025</b>
RFP-Questions Addendum	December 08, 2025
<b>RFP-Proposal Due Date</b>	<b>December 11, 2025</b>
RFP-Selection	December 17, 2025
RFP-Award, Execution, Notice to Proceed	December 2025, January 2026



# Proposal Evaluation Criteria

<u>CRITERIA</u>	<u>WEIGHT</u>
Quality & responsiveness to RFP.....	20%
Project approach & understanding.....	35%
Qualifications & experience.....	25%
Fee & hourly rates.....	15%
Quality & responsiveness of TBE participation.....	5%
<b>TOTAL</b>	<b>100%</b>



# Questions?

Grant Helle at [grant.helle@milwaukeecountywi.gov](mailto:grant.helle@milwaukeecountywi.gov)

*To ensure a response from Milwaukee County,  
submit any questions by December 4, 2025.*





## Project: Milwaukee County CA50 Funding and Implementation Consultant

### SIGN-IN SHEET

PRE-PROPOSAL MEETING – November 25, 2025

Location: Virtual Teams Meeting

NAME	COMPANY	EMAIL
Bridget Williams	Great Plains Institute	bwilliams@gpisd.net
Tyler Zastrow	McKinstry	tylerz@mckinstry.com
Nick Wilding	McKinstry	nickwild@mckinstry.com
Nick Laubusch	McKinstry	nickl@mckinstry.com
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Lamont Robinson	Milwaukee County	Lamont.Robinson@milwaukeecountywi.gov
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