

March 31, 2026

Request for Proposal

Objective/Scope of Work

The City of Preston, Minnesota Economic Development Authority seeks proposals for a feasibility study of solar powered e-bike charging stations in Preston and Lanesboro, Minnesota, located in Fillmore County. The proposal shall not exceed \$20,000.00.

The feasibility study will:

- Assess user needs and demand related to e-bike charging infrastructure.
- Evaluate and recommend potential locations for charging stations along the project corridor (within the cities of Preston and Lanesboro).
- Analyze the following:
 - Installation options
 - Cost of installation, including available rebates and funding sources
 - Return on Investment comparison of solar versus traditional power, specifically potential energy and cost savings comparisons
 - Long-term considerations, including system sizing and maintenance
 - Renewable energy funding or incentive opportunities
- Provide a roadmap for implementation, if determined to be feasible.

The feasibility study will include qualitative and quantitative measures, including but not limited to tourism data, electric utility rate analysis, and resident/visitor engagement through surveys or other acceptable qualitative measures.

Timeline

Bid Proposal Deadline: 4:00 p.m., Wednesday, April 15, 2026

Execute Contract: by April 30, 2026

Final Report Due: no later than October 31, 2026

Other Information

This project is supported by an Energy Efficiency and Conservation Grant (EECBG) through the Minnesota Department of Commerce with funds originating from the United States Infrastructure Investment and Jobs Act (IIJA). Shall the grant funding be paused or terminated by the Minnesota Department of Commerce or the U.S. Department of Energy, the project will be terminated by written notice to the Contractor and payment made on a pro rata basis, for services satisfactorily completed.

The project is subject to Bipartisan Infrastructure Law (BIL) flow down requirements including records and reporting provisions. A copy of the EECBG contract is available on request.

How to respond with a proposal

- Title page including contact information, outline of experience with market studies and the capacity of your organization to deliver services
- Outline of research and analysis activities to complete the feasibility study
- Summary of costs to administer and deliver the feasibility study, including the cost(s) associated with grant compliance
- Proposed schedule and date of completion
- Summary of key personnel and experience
- List of similar work done by your firm, including experience working on Federal projects.

Please send your response as an email attachment to Michelle Marotzke at mmarotzke@prestonmn.gov by **4:00 p.m. on Wednesday, April 15, 2026**. Direct questions to Michelle Marotzke at mmarotzke@prestonmn.gov or 507-765-2153.