



Illinois Power Agency Evaluator RFP Offeror Q&A Workshop

Illinois Solar for All Evaluation

March 18, 2025

Agenda

- **Housekeeping**
- **Evaluator Selection Process Timeline**
- **Origin in IPA Act, and Background & Purpose**
- **RFP Overview, and Elements of Responsibility**
- **Additional Important Notations**
- **Next Steps, and Additional Notes**
- **Q&A**
- **Closing**

Evaluator Selection Process Timeline



Request for Stakeholder Feedback – Released December 2, 2024 (*completed*)

Stakeholder Feedback Webinar – December 16, 2024 (*completed*)

Stakeholder Feedback Responses Due – December 20, 2024 (*completed*)

Request for Qualifications (RFQ) (*completed*)

Publish RFQ – January 24, 2025

Offeror Questions – due to IPA by February 5, 2025

Qualification Responses Due – February 14, 2025

Announce Qualified Responses – late February 2025

Request for Proposals (RFP) 

Publish RFP – March 5, 2025 (*completed*)

Offeror Written Questions Due – March 19 by 5p CPT (**Ongoing**)

Proposal Responses Due – April 4, 2025 by 5p CPT (**Ongoing**)

Evaluator Selection Announced – late April 2025 (**Pending**)

Origin in IPA Act

- **Section 1-56(b)(6) of Illinois Power Agency Act in part:**
 - *“At least every 2 years, the Agency shall select an independent evaluator to review and report on the Illinois Solar for All Program and the performance of the third-party program administrator of the Illinois Solar for All Program. The evaluation shall be based on objective criteria developed through a stakeholder process. The process shall include feedback and participation from Illinois Solar for All Program stakeholders, including participants and organizations in environmental justice and historically underserved communities. The report shall include a summary of the evaluation of the Illinois Solar for All Program based on the stakeholder developed objective criteria.”*

Background & Purpose

- **Agency has completed two previous ILSFA Evaluator RFP cycles**
 - **First cycle reported on first three program years (18-19,19-20, 20-21)**
 - **Second cycle (currently ongoing) will report on Program Years 21-22, 22-23, and 23-24**
- **The next cycle and the focus of this Evaluator RFP will focus on Program Years 24-25 and 25-26**
- **The selected evaluator will also evaluate additional specific topics through mid-year reports**
 - **For example, one previous mid-year report focused on barriers in the ILSFA Residential Solar program**
 - **Topics for the consideration by the selected Evaluator through this process is TBD**

- **The RFP is comprised of five sections and a series of Attachments:**
 - ILSFA Evaluator RFP Background and Description of the RFP (pp. 1-3)
 - Instructions for Submitting Proposals (pp. 4-12)
 - Section 1: Proposal Checklist and Signature Page (pp. 13-14)
 - Section 2: Specifications and Technical Proposal and Signature Page (pp. 15-21)
 - Section 3: Pricing Proposal and Signature Page (pp. 22-23)
 - Appendices: AA through NN

- **Prospective Offerors are instructed to review the entire Solicitation package and provide a complete and fully executed Submission Package as instructed in the RFP.**

RFP Elements of Responsibility

- **Proposals will be initially reviewed for completeness of the submission package (i.e. all required materials included and signature pages executed)**
- **Per Section I.15 of the RFP, proposals will be scored based upon 9 key sections – *for a total maximum score of 1,000 points (min. score of 500pts.)***
 1. Overall Strength of proposal staff (150pts. max – 75pts. min)
 2. Understanding of Evaluation goals & risks (50pts. max – 25pts. min)
 3. Incorporation of stakeholder concerns & input into design to gather/analyze participant feedback (100pts. max – 50pts. min)
 4. Proposed approach to evaluation topics (250pts. max – 125pts. min)
 5. Qual. & quant. evaluation of social/env./economic benefits (150pts. max – 75pts. min)
 6. Data collection approach & handing of confidential information (100pts. max – 50pts. min)
 7. Provision of ad-hoc support (50pts. max – 25pts. min)
 8. Pricing (100pts. max – 50pts. min)
 9. Strength of references (50pts. max – 25pts. min)

Additional Important Notations

- **Minority, Female, and Persons with disability participation and utilization plan**
 - Utilization goal of 30% has been established for this RFP
- **RFP includes fourteen (14) Attachments (AA through NN)**
 - All Attachments must be reviewed and completed
 - Attachment NN is an excel spreadsheet – both embedded in the RFP and also linked on the IPA’s website at:
<https://ipa.illinois.gov/content/dam/soi/en/web/ipa/documents/20250305-attachment-nn-pricing-proposal-25-RFP-01.xlsx>

Offeror Next Steps

Offeror Questions:

- Written questions must be submitted to the Agency by 5pm CPT on March 19 (***tomorrow!***)
- Questions will be reviewed and responses posted on the IPA website (*targeting response in one week or less*)

Offeror RFP Submissions:

- RFP submissions are due to the Agency by 5pm CPT on April 4

Important Contact & Submission References:

- **See Section I.3** (p. 6) for solicitation contact information
- **See Section I.4** (p. 6) for Offeror question submissions. (Email questions and RFQ responses to James.Rouland@illinois.gov)
- **See Section I.6** (pp. 7-8) for Instructions on submitting bid packages
Email subject should state: “[Responder’s Name] – IPA ILSFA Evaluator RFP Response”

All questions and their responses will be published on IPA website.

Additional Notes

Following Offeror submissions, the Agency will set-up virtual interviews with submitting party teams

- The purpose of the interviews is to clarify RFP submission package details and to provide the Agency with a greater understanding of each Offeror's capabilities
- Interviews will be scheduled in mid-April 2025 (dates/time to be determined)

The RFP currently defines the Award date for April 30th; however, this date may be accelerated (or delayed) based upon the number of submissions and the Agency's ability to complete reviews and interviews.

The contract start date is tentatively set for May 16, 2025, but is subject to contract discussions, Memorandum of Understanding (MOU) development/implementation, and Illinois Commerce Commission approval (*which is contingent upon timing of their Public Meetings and submission of requisite paperwork*).

Offer Questions & Answers

For Questions:
Contact the IPA's ILSFA Team at
Email: IPA.ILSFA@illinois.gov

Appendix

RFP/RFQ materials

- **Posted documents can be found on the IPA website under the Stakeholder Engagements section with the title: Illinois Solar for All Program Evaluation Process (December 2024)**
 - (link: [Stakeholder Engagement](#))
- **The RFP itself can be found here: [20250305-ilsfa-evaluator-25-rfp-01-final_march2025.pdf](#)**
- **BEP Certification & guidance links (see section I.17):**
 - Certification: [BEP Certification](#)
 - Guidance Document: [GOOD FAITH EFFORTS GUIDANCE.pdf](#)

Previously released Evaluation Reports and Annual Program Summaries can be found on the Illinois Solar for All website

(Link: [Evaluation & Reports – Illinois Solar for All](#))