



**Illinois Power Agency
Program Evaluator, Illinois Solar for All Program (25-RFQ-01)
Responses to Offeror Questions**

March 26, 2025

1. Does the IPA have a maximum total budget?

Answer: No, the IPA has not established or otherwise set a budget for this project. Proposals should include a proposed budget (see RFP Section 3 and Attachment NN), supported by the details of the proposal and the scope of work.

2. Does the IPA have a preference for whether workshops are held in-person or virtually?

Answer: No. Both engagement types – in-person and virtual – hold opportunities and challenges. Virtual sessions provide an opportunity to engage a broader array of stakeholders, especially for those that are unable to attend in-person. However, this is not to preclude from the opportunities aligned with in-person workshops. Offerors are encouraged to propose recommendations for the use of different workshop engagement platforms and styles. Further, the IPA recommends Offerors consider inclusion of a virtual component to any in-person workshop to maximize stakeholder inclusion and participation.

3. Does the IPA have a template to work from concerning surveys?

Answer: The IPA has not developed a template for surveys – either its own or those of ILSFA Evaluators. Instead, the IPA (and its Program Administrator – Elevate) has tailored surveys to the topic(s) of engagement with requisite stakeholders being engaged.

4. Who operates the online dashboard (ILSFA dashboard)? Is there an opportunity to update or provide additional statistics to the dashboard?

Answer: The dashboard is managed by the IPA ILSFA Program Administrator, Elevate, with input, ongoing support, and governance from the IPA. The IPA and its Program Administrator are continuously reviewing the dashboard to identify opportunities for improvement, increased transparency, and expanded communications. Recommendations provided by the selected ILSFA Evaluator are encouraged and will be considered in the context of message, transparency, trending, and overall dashboard improvement.

5. What is the process for data and information collection? Does the IPA collect the data requested by the ILSFA Evaluator, or is this the responsibility of the Evaluator themselves?

Answer: Evaluators will be responsible for working with the appropriate parties and stakeholders to collect data and information. Such parties will include at least the IPA and

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the Program Administrator (Elevate), with both having internal data and information request processes to facilitate the effort.

- 6. How is the Offeror expected to handle limitations on data availability? For example, the Offeror is not able to retrieve detailed geographic, economic, or socioeconomic data needed for metric assessment from the Program Administrator.**

Answer: The Evaluator will have access to all data collected by the Program Administrator. To the extent that data is insufficient for any evaluation tasks, the Evaluator may employ other data collection approaches such as additional surveys of program participants. Evaluators are expected to maintain open and continuous channels of communication with the IPA – highlighting any challenges that may be experienced in pursuit of data of information, which can foster collaboration on ideas to obtain the necessary information and/or lead to adjustments in the research topic should data be unavailable.

- 7. Is the Offeror expected to model estimated economic impacts of the Solar for All program? If so, is the Offeror expected to employ models used in past evaluations (e.g., IMPLAN).**

Answer: The Evaluator is expected to model economic impacts. There is no requirement to use the models employed in previous evaluations.

- 8. Will the Offeror be provided with a summary of outreach activities performed by the Program Administrator?**

Answer: Yes, the Program Administrator can provide information about all outreach activities.

- 9. Does the Illinois Power Agency, or Program Administrator, have information on participant energy costs before and after enrollment?**

Answer: The Agency and the Program Administrator do not collect energy cost data from participants. In some cases, bills from before solar installation may be available if provided as supporting documentation to a distributed generation project application. While post-installation cost data is not collected, solar production data (in the form of the quantity of RECs generated) will be available.

- 10. Does the Illinois Power Agency, or Program Administrator, have information on the supply chain of solar panels used in the program?**

Answer: The Program Administrator will be able to provide information on panels and inverters such as make and model, but does not have additional supply chain information.

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- 11. Pages 22 and 23 Pricing Proposal contain conflicting information regarding the inclusion of materials, out-of-pocket expenses and travel. Could you clarify whether materials/travel are allowable and that the ultimate contract will have ceilings for Time and Materials or Labor Hour performance for Items 3.1 – 3.4.**

Answer: Offerors are required to provide a Price Quote per the terms and requirements defined in Section 3 of the RFP. This includes “...a breakdown of labor hours and rate by staff member, materials, and out-of-pocket and travel expenses” (p. 22). Travel expenses are permitted, subject to the terms, conditions, and pricing requirements defined in the [State of Illinois Travel Guide](#) and reference in Section 3.8 of the RFP (p. 23). As further defined in Section 3, page 22, of the RFP, “Price Quote shall be firm, not-to-exceed dollar amount, and remain valid for a period of at least sixty (60) days from the Proposal Due Date, or for the term of any awarded contract, whichever is later.” Offeror Price Quotes are firm, including the cost components associated with time and materials, and labor hours.

- 12. Page 26, Attachment DD seems to reflect a disconnect on the maximum end date of the contract. Paragraph 1.1.1 states a maximum contract period of two years six months (POP would run 5/16/25 – 11/15/27), however Section 1.1.2 lists an end date of 7/31/27.**

Answer: The date listed in the RFP under Attachment DD, Section 1.2 is an error and should be November 15, 2027. This date has been corrected through the posting of an updated RFP.

- 13. Section 1 – Checklist indicates that the “Offeror has completed, signed and submitted the Financial Disclosures and Conflict of Interest forms, Attachment GG.” We also note that the instructions included in Attachment GG contain contradictory instructions: the first sentence indicates that the forms must be completed by the vendor and any subcontractors; however, the fourth paragraph states that subcontractor forms must be provided “within 15 days after execution of the State...contract or after execution of the subcontract, whichever is later...”. Will the State of Illinois please clarify the timing for submission of subcontractor completed Attachment GG? Is it to be completed, signed, and submitted for any included proposed subcontractors with the Offeror’s proposal? Or, in the alternative, is it to be submitted if the Offeror is selected as the Vendor (and therefore, after award (and execution)) of the prime contract?**

Answer: Offerors are instructed to provide all documentation and information in response to an association with Attachment GG (“Financial Disclosures and Conflicts of Interest”) as a component of the submission package, due by or before April 4, 2025 at 5p CPT. Attachment GG must be completed and submitted by the vendor, any parent entity(ies) and any subcontractors by or before April 4, 2025 at 5p CPT. Upon award of the prime contract, Attachment GG and a copy of the subcontract is required for all subcontractors whose subcontracts would exceed an annual value of \$50,000.