



# **Illinois Power Agency Offeror Q&A Workshop**

Joint Illinois Shines & Illinois Solar for All  
Program Administrator

September 3, 2025

# Agenda

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- **Housekeeping and Introductions**
- **Joint Program Administrator Selection Process Timeline**
- **Origin in IPA Act**
- **Program Administrator Status To-Date**
- **Q&A**
- **Closing**

**This workshop is comprised of two primary sections:**

- 1. RFQ Background and Overview**
- 2. Participant Questions**

**To ensure a smooth workshop, the Agency requests the following:**

- Participants hold verbal questions until the Q&A section of the workshop.
- Participants are encouraged to post written questions in the chat at any point during the workshop (however, the Agency will respond to each during the Q&A section of the workshop).
- If a written question is provided in reference to a specific slide, the Agency recommends making not of the slide being referenced in the question.

***All information contained within this presentation is a summary only. Prospective offerors should refer to the posted RFQ on the Agency's website for all details and requirements, not relying upon this presentation for anything more than an overview. This session will not be recorded. Use of AI or other recording software is not allowed.***

# Introductions

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## Andrea O'Shea

Program Manager – Illinois Shines

## Jennifer M. Schmidt

Senior Program Manager – Illinois Solar for All (ILSFA)

## James Rouland

Planning & Procurement Bureau Chief

# Joint Program Administrator Selection Process Timeline



## Request for Qualifications (RFQ)

Publish RFQ – August 22, 2025 (*now live*)

Offeror Questions – due to IPA by September 5, 2025

Qualification Responses – due to IPA by September 23, 2025

Announce Qualified Responses – October 17, 2025 (tentative)

## Request for Proposals (RFP)

Publish RFP – November 1, 2025 (tentative)

Proposal Responses – due to IPA by January 5, 2026 (tentative)

Program Administrator Selection (subject to ICC approval) – February 10, 2026 (tentative)

## Section 1-75(c)(1)(M) of Illinois Power Agency Act authorizes the Agency to:

- *“retain one or more experts or expert consulting firms to develop, administer, implement, operate, and evaluate the Adjustable Block program.”*

## Section 1-56(b)(5) of Illinois Power Agency Act requires the Agency to:

- *“issue a request for qualifications for a third-party program administrator or administrators to administer all or a portion of the Illinois Solar for All program.”*
- *Additionally, “[t]he third-party program administrator may be, but need not be, the same administrator as for the Adjustable Block program described in subparagraphs (K) through (M) of paragraph (1) of subsection (c) of Section 1-75.”*

# Background & Purpose



## Illinois Solar for All

- The Agency selected a Program Administrator for the Illinois Solar for All program in 2023 for an initial term of two years.
- The initial two-year term was extended by an additional year, which will end no later than June 30, 2026, and may be extended for up to two additional years.

## Illinois Shines

- The Agency selected a Program Administrator for the Illinois Shines program in 2022 for an initial term of two years.
- The Agency has extended that contract by an additional year twice and may extend it for one more additional year. The full five-year term will end no later than June 30, 2027.

## **The selected Program Administrator will implement, administer, and operate both programs**

- The contract resulting from this solicitation process shall allow the two programs to transition to the awarded Offeror on a staggered schedule, with ILSFA transitioning in 2026 and Illinois Shines in 2027.

# Background & Purpose

- **Changes to IPA Act by CEJA clarified that the ILSFA Program Administrator "may be, but need not be, the same administrator" as the program administrator for Illinois Shines**
- **Similarities between programs include project submissions and review, contract document generation, data tracking and management, approved vendor supports, call center, marketing and communications, and consumer protection**
- **Anticipated efficiencies for participants and vendors of both programs as well as cost savings in program administration, allowing more funds to support projects.**

- **The RFQ is comprised of three sections:**
  - Illinois Shines and Illinois Solar for All Program Administration Background and Description of the RFQ
  - Section 1: Submittal of Qualifications Checklist and Signature Page
  - Section 2: Technical Proposal and Signature Page
- **Prospective Offerors are instructed to review the entire Solicitation package and submit a “Submittal of Qualifications” as instructed in the RFQ.**
  - *Please make note of the Business Enterprise Program goal of 30% in Section I.15*

***Qualified Offerors, based upon the responses to this RFQ, will be invited by the Agency to submit proposals in response to a more detailed RFP.***

# Summary of Qualifications

- A. Direct previous experience managing the operation of large-scale programs to incent the development of clean energy projects or demand-side alternatives, including experience administering income-eligible energy programs
- B. Expertise in developing and/or implementing solar energy incentive programs which includes distributed generation, community solar, and/or co-located solar plus storage resources
- C. Adequate resources to perform and fulfill the required functions
- D. Proven experience managing, updating, and reporting program data
- E. Experience implementing consumer protection requirements
- F. Ability to conduct on-site inspections of installed photovoltaic systems across Illinois for safety and compliance with program requirements
- G. Expertise in assessment and evaluation of third-party documentation and compliance plans

# Summary of Qualifications (cont.)

- H. Expertise in designing and maintaining public-facing websites and client portals, including backend, frontend, and API development
- I. Expertise in administering programs that
  - 1) Serve income-eligible residents, non-profit organizations, or public entities
  - 2) Serve and/or actively engage with income-eligible or environmental justice communities, and
  - 3) Clearly support the successful incorporation of diversity, equity, and inclusion considerations and goals into program design and implementation
- J. The absence of a conflict of interest and inappropriate bias for or against potential program participants or the affected electric utilities
- K. Experience organizing, managing and maintaining voluminous and diverse records and data sets including complying with statutory or similarly prescriptive record retention policies and official record requests

# Offeror Next Steps



## Offeror Questions:

- Written questions must be submitted to the Agency by 5pm CPT on September 5
- Questions will be reviewed and responses posted on the IPA website

## Offeror RFQ responses:

- RFQ responses are due to the Agency by 5pm CPT on September 23

## Refer to the RFQ Sections 1.3, 1.4, and 1.5 for details on submitting questions and responses.

- Email questions, comments or submissions to [IPA.Contracts@illinois.gov](mailto:IPA.Contracts@illinois.gov)
- The Email subject should state: “[Offeror Name] – IPA Joint Program Administrator RFQ - [Question/Comment/Submission].”

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

# Links & Reference Material

## RFP/RFQ materials



- Posted documents can be found on the IPA website under the *Stakeholder Engagements* section with the title Joint ILSFA & Illinois Shines Program Administrator (link: [Stakeholder Engagement](#))
- The RFQ itself can be found here: [20250822-rfq-ipa-joint-program-admin-final.pdf](#)

## For more information

- Illinois Solar for All: <https://www.illinoissfa.com/>
- Illinois Shines: <https://illinoisshines.com/>
- 2024 Long-Term Renewable Resources Procurement Plan: [Microsoft Word - FINAL Compiled 2024 LTP 4-19-24 748pm.docx](#)
- Commission on Equity and Inclusion's (CEI) Business Enterprise Program (BEP): <https://cei.illinois.gov/vendor-resources/get-bep-certified.html>
- Utilization Plan Development Information: <https://cei.illinois.gov/content/dam/soi/en/web/cei/documents/U-Plan%20V.25.1.pdf>

# Offeror Questions & Answers

# Q&A Process

1. Participants may provide a written question:
  - To do so, please select the “chat” button  and type your question in the chat window.
  - If you are referencing a specific slide, the Agency recommends citing that slide so it can be referenced during exploration of the question.
2. If a participant has a verbal question:
  - Please raise your hand using the raise hand feature.
  - To raise your hand, click on the “React” button , then select “Raise Hand”.
  - The Agency will call on you where you can then unmute and ask your question.
3. The Agency will be attempting to transcribe all participant questions (verbal and written) and will post written responses with any additional questions received from Offerors during the question submission window.

**All Offeror questions must be submitted by 5 PM Central on September 5, 2025.**

**The Agency will review and respond to ALL questions received – posting the questions and responses on its website. If questions are specific to an Offeror, the Agency will attempt to anonymize the question(s) and resulting response(s).**

**For Questions:**  
**Contact the Illinois Power Agency at**  
**Email: [IPA.Contracts@illinois.gov](mailto:IPA.Contracts@illinois.gov)**