



Kane County

KC Energy and Environmental Committee

Government Center
719 S. Batavia Ave., Bldg. A
Geneva, IL 60134

Agenda

BATES, Tarver, Allan, Kiou, Penesis, Strathmann, Young, ex-officios Roth (County Vice Chair) and Pierog (County Chair)

Friday, January 16, 2026

9:00 AM

County Board Room

2026 Committee Goals

- Pursue funding to improve energy efficiency in Kane County Government-owned buildings
 - Upon passage of the Tree Protection Ordinance, develop budget and implementation strategy for the Ordinance and an educational program to promote Tree Protection
 - Develop Climate Action Implementation teams and assist teams in prioritizing action items and development strategies
 - Increase education and improve overall recycling in Kane County buildings
-

1. Call To Order

2. Roll Call

3. Remote Attendance Requests

4. Approval of Minutes: December 12, 2025

5. Public Comment (Agenda Items)

6. Environmental (J.Wollnik)

- A.** Grace Concialdi, Solar Outreach Coordinator from Citizens Utility Board. Presentation on Kane County's progress in the Switch Together Program and Heat Pump Group Buy Pilot Program
- B.** Kane-DuPage Soil & Water Conservation District 2026 Update
- C.** 2026 Energy and Environmental SMART Goals
- D.** Fabyan Property Solar Field Discussion

7. Recycling/Solid Waste (C. Ryan)

8. Sustainability (S.Hinshaw)

- A. Resolution:** Authorizing a Contract with Sustained Ability Construction for Professional Services Related to Kane County Energy Audit and Rebate Program

B. Farmer Weatherization Rebate Program - 2025 Update

9. New Business

10. Chair's Comments

11. Reports Placed On File

12. Executive Session (if needed)

13. Adjournment

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COUNTY OF KANE)

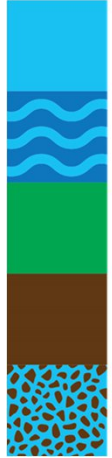
PRESENTATION/DISCUSSION NO. TMP-25-1567

GRACE CONCIALDI, SOLAR OUTREACH COORDINATOR FROM CITIZENS UTILITY BOARD. PRESENTATION ON KANE COUNTY'S PROGRESS IN THE SWITCH TOGETHER PROGRAM AND HEAT PUMP GROUP BUY PILOT PROGRAM

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PRESENTATION/DISCUSSION NO. TMP-26-015

KANE-DUPAGE SOIL & WATER CONSERVATION DISTRICT 2026 UPDATE



Kane-DuPage
Soil & Water
Conservation
District

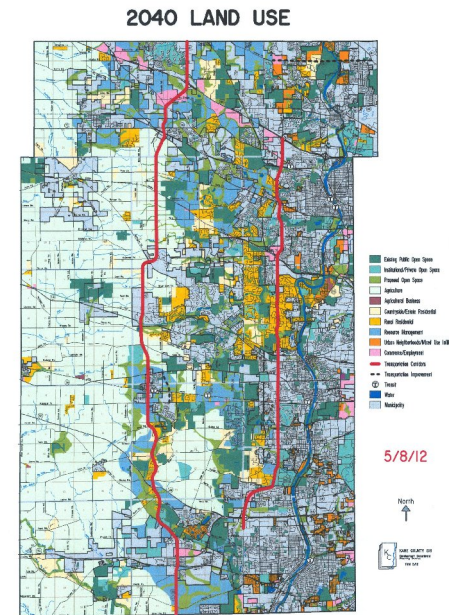
Kane County Energy/Enviro Update January 2026



Natural Resource Inventories *last month*

Proposed land use changes with acres of disturbance

- Solar Farms
 - Ag to Solar: Francis Rd, Maple Park = 45 acres
 - Ag to Solar: Brier Hill Rd, Hampshire = 10 acres
 - Ag to Solar: Read Rd, Maple Park = 15 acres
 - Ag to Solar: Powers Rd, Huntley = 30 acres
 - Ag to Solar: Jericho Rd, Sugar Grove = 79.07 acres
 - Ag to Solar: Norris Rd, Aurora = 34.46 acres
- Data Centers
- Residential
 - Ag to Single Family: Chandolin Ln & Amarillo Blvd, Elgin = 87 acres
- Commercial
 - Vacant to Storage Depot: Rt 20, Pingree Grove = 8.6 acres





KANE COUNTY, ILLINOIS
ESTABLISHED JANUARY 16, 1836

Farm Weatherization Rebate

Rebates Issued as of 1/5/26

\$500 = 1

\$800 = 2





Wednesday, January 28
9am – 2pm
Lunch included
Earns 5 PDH credits
\$50 (*\$65 after January 15*)
@ Elgin Community College

Agenda and Registration
50 registrants as of 1/5/26





DEADLINE: February 15

Financial support for students enrolled full time at an accredited two- or four-year college, community college, or university, which will lead to a career in a natural resource field.

Details and Application →





Kane-DuPage
Soil & Water
Conservation
District

Well Water Testing 2026

Purchase Kits:

March 2 - 6

Kane DuPage Soil & Water
Conservation District
2315 Dean Street
Suite 100
St. Charles

OR

Kane County Farm Bureau
27N710 S. Randall Road
St Charles



Collect Samples: March 9 only

Return Kits to either location: March 9 ~ 8am- Noon



Coming in March!





NORTHEASTERN ILLINOIS ENVIROTHON

"Fostering Environmentally Conscious Decision Making Young Adults."

Each spring, regional teams of 5 high school students prepare with a teacher/coach to compete in the areas of aquatics, forestry, soils, wildlife and a current issue in natural resources.

For 2026, Envirothon has chosen the issue topic:
"Non-Point Source Pollution: it begins at home".

Regional winners advance to the state (in Monticello in April) and then the national competition (in Mississippi in July) where winners receive scholarships.

Kane County High Schools fielding teams:

- Dundee-Crown (2 teams)
- Batavia (1 team)

Sponsors Needed!



Non-Point Source
Pollution: it begins at
home!

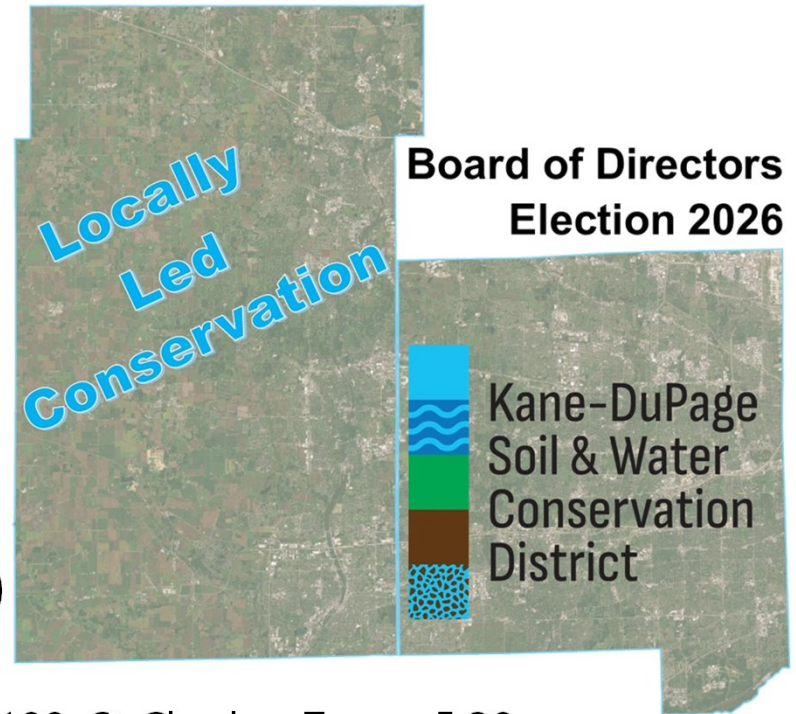
March 18 at Morton Arboretum

Candidates must submit petitions by January 21

- 3 seats are up for election
- Petitions available at KDSWCD office Mon-Fri 8am-4:30pm
- Proof of residency/land ownership and 25 supporting signatures required

Election Day = Tuesday, February 10

- Polling places:
 - KDSWCD office 2315 Dean Street, Suite 100, St Charles, 7am – 5:30pm
 - DuPage County Farm Bureau, 245 S. Gary Avenue, Carol Stream, 8am – 4pm
- Voters must be of legal age & own/occupy land within KDSWCD boundaries



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PRESENTATION/DISCUSSION NO. TMP-26-051

2026 ENERGY AND ENVIRONMENTAL SMART GOALS

Energy and Environmental Committee Goals

2026 SMART Goals:

- **Pursue funding to improve energy efficiency in Kane County Government-owned buildings**
 - Coordinate with Building Management to track projects that qualify for funding opportunities.
- **Increase education and improve overall recycling in Kane County buildings**
 - Ensure all County-owned facilities have a commercial recycling container and that janitorial staff use those containers to consolidate generated recyclables;
 - Implement an educational campaign across all departments by distributing yes/no recycling posters, short videos on common recyclables encountered in the workplace, and training on how to reduce contamination.
- **Community outreach to educate about the CAIP**
 - Identify and attend five public events;
 - Create at least ten social media videos disseminating events, funding opportunities, and other educational content.
 - Identify and promote solar success stories in Kane County.
- **Notify the Kane County Board of any relevant or emerging trends**
 - Bring in four new guest speakers.

SMART Goals – Extended Version

1. Pursue funding to improve energy efficiency in Kane County Government-owned buildings

- a. Specific: Research and apply for opportunities that fund energy efficiency improvements at county-owned buildings.
- b. Measurable: Create a list of at least three funding opportunities for projects relevant to government buildings owned by Kane County. Include in the list a tracker for all project(s) applied for, the funding amounts, and relevant due dates.
- c. Achievable: Environmental staff meet monthly with Building Management to discuss existing or completed projects to collect any information necessary for the funding opportunity.
- d. Relevant: Strategy 6 in the Buildings and Energy sector of Kane County's Climate Action Implementation Plan (CAIP) recommends the improvement of "total government building energy efficiency by 15% by 2030."
- e. Time-Based: In the short-term, Environmental staff will provide updates to awarded projects on a yearly basis. However, staff will adhere to the CAIP's long-term recommendation by 2030.

2. Increase education and improve overall recycling in Kane County buildings

- a. Specific: Kane County's Recycling Coordinator will work to implement five previously-identified efforts to increase education and recycling rates across county-owned facilities.
- b. Measurable: The Recycling Coordinator seeks to implement five measurable actions:
 - i. Ensure all County-owned facilities have a commercial recycling container and that janitorial staff use those containers to consolidate generated recyclables by the end of 2026;
 - ii. Achieve a year-over-year reduction of 40% in recycling contamination fees assessed by the County's contracted waste hauler;
 - iii. Host at least five departmental trainings on recycling in 2026 based on communications from janitorial staff about where recycling is most contaminated;
 - iv. Deploy new custom yes/no recycling posters at all county-owned facilities;
 - v. Record and distribute a series of short videos that train staff members on common recyclables encountered in an office/work setting with the goal of reaching 100 views.
- c. Achievable: The Recycling Coordinator will leverage existing relationships with other county departments to complete all listed efforts.
- d. Relevant: Strategy 4 in the Waste Management sector of Kane County's Climate Action Implementation Plan (CAIP) recommends to "decrease municipal solid waste from government operations 15% by 2030."
- e. Time-Based: In the short-term, the Recycling Coordinator will provide updates to the five measurable efforts on a yearly or as needed basis. However, staff will adhere to the CAIP's long-term recommendation by 2030.

3. Community outreach to educate about the CAIP

- a. Specific: Environmental staff will improve our community outreach efforts by attending events held throughout the county and by increasing our social media presence on Instagram and Facebook.
- b. Measurable: Environmental staff will identify and attend five public events. Staff will also strive to create at least ten social media videos disseminating events, funding opportunities, and other educational content.
- c. Achievable: In October 2025 alone, Environmental staff released three short form videos about State EV Rebates, Weatherization Rebates for Farmers, and the sunset of Federal Tax Credits
- d. Relevant: The Kane County board approved the Climate Action Implementation Plan in June 2024. As the CAIP is a living, breathing document, Kane County staff will inform local citizens of the efforts made to implement this document.
- e. Time-Based: As the CAIP has goals listed out into the 2030s, Kane County staff will provide annual or as-needed updates on all outreach and educational efforts taken to implement the CAIP.

4. Notify the Kane County Board of any relevant or emerging trends

- a. Specific: Environmental staff will monitor and inform County Board members of any relevant or emerging environmental trends through the use of guest speakers or staff reports.
- b. Measurable: Environmental staff will bring in four guest speakers to speak at the monthly Energy and Environmental Committee.
- c. Achievable: In 2025 alone, Environmental staff had at least four speakers on projects such as the Solar Switch program, a recycling education grant, and considering community solar on county-owned land.
- d. Relevant: Keeping track of emerging trends allows Environmental staff to be proactive about any potential barriers or benefits to the Climate Action Implementation Plan.
- e. Time-Based: Environmental staff will complete this SMART goal by the end of 2026.

STATE OF ILLINOIS)

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PRESENTATION/DISCUSSION NO. TMP-26-018

FABYAN PROPERTY SOLAR FIELD DISCUSSION

Passed by the Kane County Board on February 10, 2026.

John A. Cunningham, MBA, JD, JD
Clerk, County Board
Kane County, Illinois

Corinne M. Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

Vote:



RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Authorizing a Contract with Sustained Ability Construction for Professional Services Related to Kane County Energy Audit and Rebate Program

Committee Flow:

Energy and Environmental Committee, Executive Committee, County Board

Contact:

Sarra Hinshaw

Budget Information:

Was this item budgeted? Yes.	Appropriation Amount: \$100,000
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes.	

Summary:

This resolution establishes support for energy audits and the implementation of a Climate Action Plan to help residents reduce energy use and lower utility costs. The Kane County Energy Audit and Rebate Program will use \$100,000 from Fund 421 to directly benefit unincorporated Kane County residents by providing energy audits and rebates to facilitate the energy improvements.

County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

719 S. Batavia Avenue, Bldg. A.
Geneva, Illinois 60134

Telephone: (630) 232-5929
Fax: (630) 208-5107



January 5, 2026

PROCUREMENT SYNOPSIS

Requesting Department:	Kane County Division of Environmental and Water Resources
Procurement Name:	RFP 25-047-DH – Energy Audit Contractor
Recommended Vendors:	Sustained Ability Construction, LLC and The Electric Home Company, LLC

NOTIFICATION AND RESPONSE

Public Notices: • BidNet Direct • The Daily Herald

Advertising Date:	October 20, 2025	Notices sent/Plan holders: 8/50
Bid Due Date:	November 14, 2025	Proposal Received: 5

PURPOSE

The contract seeks a qualified contractor to administer energy audits for the Kane County Energy Assessment and Rebate Program. The purpose of this program is to promote energy efficiency, reduce energy consumption, and mitigate rising costs for residents and small businesses, and support energy efficiency upgrades that contribute to environmental conservation. The initial length of this contract is for two (2) years, with a mutual option for three (3) additional 1-year renewal periods. This contract is contingent on the appropriation of sufficient funds.

A total of five (5) proposal responses were received and evaluated by the Environmental and Water Resources staff per specifications, scope of services, and contract requirements. The evaluation team shortlisted for further evaluation: Sustained Ability Construction, LLC and The Electric Home Company, LLC. Upon completing phase 2 interviews, the evaluation team determined and confirmed that both shortlisted vendors were qualified and would provide the required services at a high quality and value.

Selection Criteria:

•Methodological Approach (30%) •Economic Value (30%) •Data Reporting (20%) •Organizational Experience and Staff Qualifications (10%) •Costs (10%)

SCORING SUMMARY

Rank	Vendor	Total Score
1	SUSTAINED ABILITY CONSTRUCTION, LLC 506 State Street, Batavia, IL, 60510	89.17%
2	THE ELECTRIC HOME COMPANY, LLC 1833 Maple Avenue, Northbrook, IL, 60062	85.33%
*	CYCLONE ENERGY GROUP 815 S Wabash Avenue, Chicago, IL, 60605	51.13%
*	SPAAN TECH, INC. 311 S. Wacker Drive, Suite 3200, Chicago, IL, 60606	45.83%
*	GREENTOWN SOLUTIONS 7600 W. Roosevelt Rd #132, Forest Park, IL, 60130	33.67%

*Three (3) vendors were eliminated and did not move forward to Phase 2 – Interviews.

Based on the Vendor's approach, economic value, reporting, qualifications and offer per scope of services, capability, experience, proposal compliance, and cost, the evaluation team recommends awarding this agreement to two (2) qualified vendors: 1) Sustained Ability Construction, LLC of Batavia, IL and 2) The Electric Home Company, LLC of Northbrook, IL pending approval by the Committee and the full Kane County Board's approval.

Submitted By:

A handwritten signature in black ink that reads "Danielle Hoffman". The script is cursive and fluid.

Buyer, Kane County Purchasing Department

cc: *Bid File*
Evaluation Team

COUNTY OF KANE

**KANE COUNTY DEPARTMENT OF
ENVIRONMENTAL & WATER
RESOURCES**



Jodie L. Wollnik, P.E., CFM
From the Desk of: Sarra Hinshaw

County Government Center
719 Batavia Avenue
Geneva, IL 60134
Phone: (630) 232-3497
Fax: (630) 208-3837
e-mail:
HinshawSarra@kanecountyil.gov
website: <http://www.co.kane.il.us>

January 2, 2026

Danielle Hoffman,

Kane County Environmental and Water Resources Department recommends Sustained Ability Construction and Electric Home Company qualified vendors to be awarded the RFP #25-047-DH – Energy Audit Contractor.

Sincerely,
Sarra Hinshaw
Kane County Environmental and Water Resources

Jodie L. Wollnik
Director – Environmental & Water Resources

**County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER**



719 S. Batavia Avenue, Bldg. A
Geneva, Illinois 60134

Telephone: (630) 208-3803
Fax: (630) 208-5107

**RFP 25-047-DH Tabulation
Energy Audit Contractor
Opened November 14, 2025 @ 2:00 p.m.**

Vendor Information	Addendum Acknowledged	RFP response form/ w/ Signature
	1	
Cyclone Group, P.C. dba Cyclone Energy Group 815 S Wabash Avenue Chicago, Illinois, 60605	X	X
LED Solutions LLC, dba GreenTown Solutions 7600 W. Roosevelt Rd #132 Forest Park, Illinois, 60130	X	X
SPAAN Tech, Inc. 311 S. Wacker Drive, Suite 3200 Chicago, Illinois, 60606	X	X
Sustained Ability Construction, LLC 506 State Street Batavia, Illinois, 60510	X	X
The Electric Home Company, LLC 1833 Maple Avenue Northbrook, Illinois, 60062	X	X

Opening Attendees: Danielle Hoffman, Buyer - Kane County Purchasing
Tom Laird, Assistant Director - Kane County Purchasing

Response Submitted By:

Sustained Ability Construction

RESILIENCE MATTERS

For:

Kane County RFP#25-047-DH ENERGY AUDIT CONTRACTOR Proposal Response

PRIME CONTACT

BUSINESS OWNER & ENERGY RATER:

CRAIG SCHNEIDER

RESNET RATER ID NUMBER:

#1378173

COMPANY UEID:

ZBTRCLYRP477

COMPANY EIN:

86-3136599

COMPANY CONTACT INFORMATION:

SUSTAINED ABILITY CONSTRUCTION, LLC
506 STATE STREET
BATAVIA, ILLINOIS 60510
630-677-1939
CRAIG@SACILLINOIS.COM

November 14, 2024

County of Kane: Purchasing Department

Attn: Danielle Hoffman, Buyer

719 S. Batavia Avenue, Bldg. A

Geneva, IL 60134

RE: RFP#25-047-DH Energy Audit Contractor

Dear Danielle Hoffman,

Sustained Ability Construction, LLC (SAC) is pleased to submit this response to the RFP distributed by Bid Net Direct, on behalf of Kane County, Illinois, on October 20th, 2025. We present this proposal in accordance with the RFP guidelines, and it is our pleasure to do so.

Company Overview

Company Information	Sustained Ability Construction (SAC) 506 State St., Batavia, IL 60510
Prime Technical Contact	Craig Schneider – Company Owner 630.677.1939 Craig@SustainedAbilityConstruction.com
Number of Employees	1
Years in Business and Providing Audits (SAC)	5
Years of Experience (Schneider)	26 AEC Industry 18 Sustainability & Efficiency
SAC Revenue	\$102,000 (2023) \$113,000 (2024)

Services Background

At the outset of the 2020 pandemic, Sustained Ability Construction (SAC) was created. The societal shutdowns allowed for ample time to finalize the design and begin the patent process of Climate Panels, the insulated retrofit panels invented by founder, Craig Schneider. A dedication to improving the energy efficiency of our local housing is the driving force behind the projects of which SAC strives to be a part.

Schneider's decades of Architecture, Engineering and Construction (AEC) experience, coupled with this step into the technology side of building efficiency, allowed for a quick adoption of his firm's services. SAC started being represented at local efficiency related events and quickly developed relationships with local professionals. In the past five years, SAC has been the initial recipient of the Illinois EPA Low-Income Residential Energy Efficiency Program grant 2022 (LIREEP), the administrator for Batavia's GREEN energy audit and grant program and a present awardee of a building decarbonization research grant through the Construction and Engineering Research Lab (CERL) of the Army Corps of Engineers.

Sustained Ability serves its clients with numerous tasks related to energy efficiency. SAC regularly conducts the following work for its local customers:

- Small to medium energy audits
- Residential HVAC system sizing

- Energy modeling and simulations
- Infrared inspections
- Blower door and duct tightness testing
- Energy Star testing
- Emerging technology pilot testing
- New construction insulation and energy consulting
- Retrofit insulation and energy consulting
- AEC related tech development
- Other listed services on <https://www.sustained-ability.com/>

Personnel Overview

Craig Schneider is the primary technical professional and owner of SAC. Mr.Schneider is a 25 year residential and commercial construction industry professional, a licensed HERS Rater by the Residential Energy Services Network, an Energy Star rater and a LEED AP for over 18 years. He is the patent holder of a prefabricated insulated retrofit panel (Climate Panels) and owner of several proprietary software trademarks related to his AEC work. He is a co-author of multiple efficiency & climate related publications, including the *Naperville 2036 plan* (21) & *Workbook for Successful Redevelopment* (07) and is a past officer of the National Program's Committee for the USGBC Greenbuild conference (12,13).


Mr.Schneider is a leading subject matter expert in the field of decarbonizing local housing. Schneider seeks to establish a process and precedent for the segmented upgrading of existing buildings using a 5-tier approach that can be replicated with gross applicability nationwide. This approach is based upon his extensive experience conducting energy audits and retrofits, as both an architect and construction professional. Schneider will conduct all residential energy audits.

If commercial audits are selected for the program, SAC's commercial auditing contractor is Husarch Architecture and Consulting, located on Halsted Street in Chicago. Nehaa Bhavaraju, Husarch's commercial auditing lead, combines her architectural expertise with a commitment to sustainably creating buildings that prioritize occupant wellbeing. Nehaa holds a MS in Advanced Sustainable Design from the University of Edinburgh and a BA in Architecture from the National Institute of Technology in Trichy, India. She has over 10 years of relevant experience and also holds a LEED BD+C certification.

Sustained Ability is appreciative of the opportunity to pass along these qualifications, and welcomes any feedback or questions that may arise. Firm profiles for Sustained Ability and Husarch are attached to the end of the RFP for your review.

At SAC, the words of Building Scientist, John Tooley are taken to heart. "Don't just do things right. Do the right things, right."

Respectfully,



Craig Schneider
Owner and Primary Building Analyst
LEED AP, Legacy BPI, Energy Star Rater, HERS

Table of Contents

Cover Letter	i-ii
Process Approach	Page 1
Statement of Work: -Administrative Responsibilities	Page 1
-Audit Responsibilities	Page 2
-Residential Strategy	Page 2
-Commercial Strategy	Page 3
-Timeline	Page 3
-Rebate Administration	Page 3
Technical Offer: -Rebate Amounts	Page 4
-Proposal Budget Breakdown	Page 4
Customer Support Services	Page 5
Concluding Remarks	Page 5
Proposal Response Form	Page 6
Vendor Certification	Page 7
References	Page 8
Disclosure Forms	Page 9-10
SAC & Husarch Company Profiles	Page 11-12
Insurance COI	Page 13

Process Approach

The unique outlook of the proposed approach comes after years in the construction industry implementing other efficiency rebate programs. The efficacy and reach of these programs were hampered by things like gatekeeping of those who were allowed to perform work or differences in opinion on what work would justify a rebate. The goal for the proposed Kane County program work is to eliminate aspects that slowed progress and utilize others that fully support the reduction of energy over-consumption. This, including processes that we created during past program work, will allow residents to upgrade the efficiency of their homes in more ways and with a better understanding of benefits.

Sustained Ability Construction is an equal opportunity employer and has a non-discrimination and inclusion pledge that aligns with that in the RFP. SAC has been a participant on numerous federal and state government projects and grants where detailed Diversity, Equity and Inclusion plans were also required.

SAC has a firm Environmental Justice pledge, in line with the Environmental Protection Agency. This guarantees “Just treatment and meaningful involvement of all people, regardless of location, income, race, color, national origin, Tribal affiliation or disability”.

Statement of Work – Administrative Responsibilities

The program’s success begins and ends with proper collaboration between all parties involved. Establishing work flow, regular check-in meetings and clearly conveying requirements is all part of the necessary collaboration between contractor and county staff. Provisions are included within this proposal for a joint planning process that will include outlining forms & host site communication, reviewing and selecting worthy host sites, regular staff coordination and ample reporting provisions. The applicant will be available, as needed, for County Board meetings, will

administer audits and all rebates to site owners and be available for requested performance reports from all county officials.

Given that the applicant has administered programs such as this in the past, a template can be provided that has effectively worked to coordinate and provide these services. This starting point should minimize the amount of time spent by county staff developing or approving program related documents and responsibilities.

Statement of Work – Audit Responsibilities

An energy audit has multiple forms it can take. Some professionals locally follow a predetermined visual checklist of common aspects to review, while others perform custom walkthroughs of each space within a home, highlighting items that require attention. Given that this RFP requests both residential and “small commercial” energy audits, the process breakdown for these is outlined separately. It is important to delineate that regardless of which audit type is being conducted, audits will prioritize correcting occupant and structural safety issues prior to addressing **related** energy efficiency issues. Or, put plainly, a rebate will not be provided to increase the efficiency of a home if doing so would cause safety, resilience or health related issues for the occupants.

Residential Strategy

The most recent influence on the industry auditing process comes from the 2023 revisions to the Energy Efficient Home Improvement Credit, otherwise known as the 25c Tax Credit. Besides outlining a basic set of qualifications for those performing the audits (which Schneider possesses), a new required goal for qualifying audits was also supplied. (emphasis added),

*“The audit must ... identify the most significant and cost-effective energy efficiency improvements with respect to such dwelling unit, including an **estimate of the energy and cost savings** with respect to each improvement”*

Given this specific requirement to quantify aspects of the audit results, audits conducted within this proposal will be focused on obtaining the data necessary to meet this national standard.

While the intention of the proposed approach isn’t for the audit recipients to have to pay for them, the tax credit’s existence galvanizes what the national expectations of one are. A standard procedure for the proposed KC program is anticipated to include the following: 4 hours on site, 8 hours in the office.

- Blower door test to measure air leakage <At host site> (1 hour)
- Insulation and air leakage inspection throughout the property: <At host site> (1.5 hours)
- As-built data capture (room sizes, equipment info, window details etc) <At host site> (1.5 hours)
- Energy model <In office> (4 hours)
- Improvement recommendation report based upon: <In office> (4 hours)
 - Site conditions
 - Project cost estimates
 - Anticipated payback and energy use reductions

The prescribed energy model will be created using an International Residential Code approved modeling software. This software is recognized by every Illinois municipality, including Kane County’s building department. New home builders often use it to prove that their designed home consumes less energy than code limits. Three allowed versions of the software include:

- Ekotrope
- Remrate

- Energy Gauge

All residential energy audits will be completed by Sustained Ability Construction.

Commercial Strategy

While residential audits have the outlined tax credit guidelines to follow, the process for commercial audits is generally outlined by the ASHRAE model for evaluating building efficiency. This is generally intended to be implemented on the scale of massive structures and not the “less than 3,000sf” size specified in the RFP Addendum. As a result, a similar process to that of the Residential Strategy will be implemented on any commercial properties involved in the program. Specific methods will be conducted to match the space’s needs. For example, if a business occupies an area in a shared structure and has no ownership of the shell building, there is little to be achieved by observing aspects outside of the allowable scope of modification. If an organization owns their respective structure, analysis will be nearly in line with that of a residential audit.

Regardless of whether the audit is of a residential or commercial space, it will be evaluated for potential energy efficient improvements that have an appropriate level of feasibility. This will be quantified by financial return on the residential audits and estimated financial return on the commercial audits. Commercial energy models are typically cost prohibitive for small spaces but the auditor’s professional experience and potential metrics of the proposed methods (e.g. AFUE increase of heating equipment or watts to lumens ratio of lighting improvements) will act as the recommending force in developing the list of proposed strategies.

All commercial audits will be conducted By Husarch Architecture and Consulting.

Audit Timeline

An outline of the proposed rebate timeline is as follows

All project background work is completed and project is scheduled:	
Day of Audit Visit	Approx. 1/2 day on site (Homeowner chooses between an AM or PM time slot)
Audit File Submitted to Homeowner	2-3 weeks after audit visit
Homeowner Decision Deadline	2 months after audit file is submitted
Rebate Invoice Deadline	4 months after decision to proceed
Total project timeframe is 6 months, 3 weeks after audit visit – maximum	

Statement of Work – Rebate Administration

Every audit will contain a list of specified recommendations outlining paybacks and anticipated reductions in cost or consumption. Once an owner hires a contractor and completes **any** of the specified work that the audit lists as a recommendation, that project will be eligible to receive a rebate from the Kane County Rebate Program.

The county has the option to classify these funds as a rebate, requiring full payment by the homeowner first, or as a grant. In the latter scenario, the county funds would be deducted from the service invoice and the homeowner wouldn’t need to pay that amount up front. Sustained Ability is comfortable with either strategy but recommends that the county provide feedback prior to a decision being made for one method or another.

As with other local rebate-based programs, Quality Assurance inspections are a random and included component of rebate administration. While the intent of the provided audits is not to outline the “means and methods” of completing the work being recommended, SAC will provide summaries of work scopes that outline the services needed. Also in the audit will be a reference and link to the Building Performance Institute and their guidelines for completing many of the tasks specified. This will allow contractors to have a 3rd party leading industry partner provide needed guidance on how the recommended tasks should be completed. Contractors do not need to be certified BPI professionals but need to be responsible to complete the work in a manner consistent with the appropriate professional guidelines.

Technical Offer – Rebate Amounts

The primary program benefit to participants is a rebate for the completion of audit recommended improvements. The rebate amount is tied directly to the participant’s previous year’s annual income. The total rebate amount they are eligible to receive is proposed to be:

- \$1,000 towards any proposed improvement(s) for homeowners who are above 80% of the Household median income level of Kane County, based upon CMAP’s [Data Snapshot](#). or
- \$2,000 towards any proposed improvement(s) if the homeowner can provide a tax return proving their household is at or below 80% of the Household median income level of Kane County. (CMAP based)

Once the rebate amount has been determined and the audit has been completed for the homeowner, the owner can commence with work to be performed by a contractor or choose to keep the audit and forego any services. If no work is performed, the resident keeps the audit as a roadmap for future energy efficient upgrades. If a contractor is hired, work must be completed based upon the rebate timeline shared on the previous page.

The program is anticipated to include 25 total energy audits. It will be split between 10 audits for low-income qualifying homeowners and 15 audits for standard income level homeowners.

Technical Offer – Proposal Budget Breakdown

The Energy Audit Contractor program has an RFP mandated \$100,000 budget, broken down here:

<u>Number of Units</u>	<u>Type of Service</u>	<u>Applicable</u>	<u>Dollar Amount</u>
25	Administration: Planning program with staff, communicating with participants, conducting QA process, etc	<i>Sustained Ability Construction (SAC)</i>	<i>\$20,000</i>
25	Energy Audits (Total)	<i>SAC</i>	<i>\$30,000</i>
1	Custom “Energy Auditron” Software Update	<i>SAC</i>	<i>\$15,000</i>
15	Standard Rebate: >80% Household AMI	<i>Residents</i>	<i>\$15,000</i>
10	Low-Income Rebate: <80% Household AMI	<i>Residents</i>	<i>\$20,000</i>
25 Projects			\$100,000
It is be possible for more than 25 audits to be conducted if some residents do not elect to perform any upgrades during the timeframe when program rebates are available			

Customer Support Services

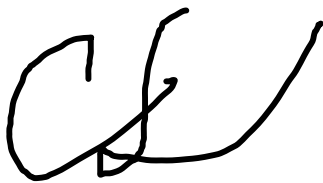
Energy audits are a roadmap to effective home improvement plans that address efficiency. They support the mantra “Don’t just do things right. Do the right things right”. With that mantra comes the implication that the prescribed improvements will be for the best. While that is the case for energy efficiency, there can be health and safety impacts from the improvements that must also be considered. Every audit we prepare will provide an additional layer of customer support that insulates the homeowner, not only from the cold, but also from the potential hazards of unsafely modifying their home.

SAC also offers the benefit of being a local company (Batavia) and an established member of this community. We are in Kane County daily and available to address resident questions or concerns easily within a single business day. Direct mobile lines and business email addresses are both acceptable methods of resident communication.

Concluding Remarks

It’s planned that the final details of this program will be solidified with the guidance of staff, but preliminary thoughts are to include an extremely broad range of improvements. Since proposed audit strategies will be supported by energy models, it is not of the essence of a novel program idea to only stay with the coverage of other rebate programs. For example, Kane County residents are already able to capitalize on rebates through Nicor Gas or Com-Ed (The following link has details on these [Nicor Rebates](#)). Unfortunately, that program requires specific contractors, only supports certain gas or electric related strategies and puts the burden on homeowners to potentially pay without having a set contract price up front. This program has the potential to cover what a resident can’t get funding for elsewhere. It is powerful, data driven and will make a difference. I am appreciative of the opportunity to pass along my organization’s proposal and welcome any feedback or questions that may arise.

Respectfully,

A handwritten signature in black ink, appearing to be 'CS' with a stylized flourish.

Craig Schneider
Owner and Primary Building Analyst
LEED AP, Legacy BPI, HERS, Energy Star Rater

PROPOSAL RESPONSE FORM
For
ENERGY AUDIT CONTRACTOR**RFP Due Date & Time:** 2:00 p.m. CDT, Friday, November 14, 2025Proposals must be submitted electronically to <https://www.bidnetdirect.com/illinois/kanecounty>**The proposer shall return the RFP with all documents, as well as literature, samples, etc., as required within the specifications.**

The undersigned proposer, having examined the specifications and any other related documents, hereby agrees to provide services per specification and to perform other work stipulated in, required by, and in accordance with the proposal documents attached for and in consideration of the proposed prices.

RECEIPT OF ADDENDA: The undersigned hereby acknowledges receipt of the following addendum(s): 11/4/25; _____; _____; _____; _____; _____.

The Vendor has examined the Contractor Disclosure section C of the Terms and Conditions and has included or provided a document listing all cumulative campaign contributions made within the past twelve months to any current or county-wide elected officer, and ownership interest in entity greater than five percent. The Vendor is aware of and has examined the Responsible Bidder Requirement section I, which requires additional information and documentation from the responder bidding on public works construction projects.

By signing this proposal, the proposer hereby certifies that they are not barred from bidding on this contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961, as amended. The awarding of any contract resulting from this RFP will be based upon the funding available to Kane County. The terms of the RFP and the response shall be incorporated by this reference as though fully set forth into the Contract, notwithstanding any language in the contract to the contrary. In the event of any conflict between the terms of the Contract and the terms of the RFP and the response, the terms of the RFP and the response shall govern. Every element or item of the RFP and the response shall be deemed a material and severable item or element of the contract. This is a two (2) year contract with mutual option for three (3) one-year renewal periods upon agreement by both parties. **THIS SECTION MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE RFP.**

Signature Typed Signature Craig SchneiderCompany Sustained Ability Construction, LLCAddress 506 State Street, Batavia, IL 60510Phone # 630.677.1939 Fax# N/AFederal I.D./Social Security # 86-3136599 Date Nov 11th, 2025

ACCEPTANCE

The Offer is hereby accepted for the **ENERGY AUDIT CONTRACTOR.**

The Contractor is bound to provide the materials and services listed in the attached agreement and based upon the Request for Proposal, including all terms, conditions, specifications, and amendments, the Contractor's offer is accepted by the County of Kane.

This contract shall henceforth be referred to as **Contract Number 25-047-DH.** The Contractor has been cautioned not to commence any billable work or to provide any materials or services until this Contractor receives a purchase order and or notice to proceed.

Corinne Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

Date

VENDOR CERTIFICATION

This information is collected for reporting purposes only and will not have any influence on vendor selection. It is required by the State of Illinois. Please check any of the following boxes that apply to the ownership of your firm.

- | | |
|--|--|
| <input type="checkbox"/> Minority-owned Business (MBE) | <input type="checkbox"/> Veteran-owned Business Enterprise (VBE) |
| <input type="checkbox"/> Woman-owned Business (WBE) | <input type="checkbox"/> Service-Disabled Veteran-owned Business Enterprise (SDVBE) |
| <input type="checkbox"/> Business Enterprise Program (BEP) | <input type="checkbox"/> Veteran-owned Small Business (VOSB) |
| <input type="checkbox"/> Small Disadvantaged Business (SDB) | <input type="checkbox"/> Persons with Disabilities-owned Business Enterprises (PDBE) |
| <input checked="" type="checkbox"/> Kane County Local Business | <input type="checkbox"/> N/A – These categories do not apply to my business |

Please note: It is required that you check at least one box.

REFERENCES
Energy Audit Contractor
For
KANE COUNTY BOARD, Geneva, Illinois

List below businesses or other organizations for whom you have provided comparable services:

Offeror's Name: _____

1. Organization: City of Batavia, Illinois
 Address: 100 N Island Avenue
 City, State, Zip Code: Batavia, IL 60510
 Telephone Number: 630.454.2052
 Contact Person: Max Weiss
 Date of Project: Q2 2025-Q4 2025
 E-Mail Address: mweiss@bataviail.gov
 2. Organization: Katharine Manor - Illinois Independent Living Center
 Address: 1141 Iroquois Avenue
 City, State, Zip Code: Naperville, IL 60563
 Telephone Number: 630.357.0077
 Contact Person: Anita Dierks
 Date of Project: January 2021-May 2024
 E-Mail Address: Anitailckm@gmail.com
 3. Organization: GTI Energy
 Address: 1700 Mt.Prospect Road
 City, State, Zip Code: Des Plaines, IL 60018
 Telephone Number: 224.944.2800
 Contact Person: Jason LaFleur
 Date of Project: Q1 2024-Q2 2027
 E-Mail Address: jlafleur@gti.energy
 4. Organization: Old Town Custom Builders
 Address: 5n765 Crane Road
 City, State, Zip Code: Saint Charles, IL 60175
 Telephone Number: 630.927.0088
 Contact Person: Allen Drewes
 Date of Project: Q3 2023-Q3-2025
 E-Mail Address: allen.otcb@gmail.com
-



SUSTAINED ABILITY
resilience matters

P: 630.677.1939
W: Sustained-ability.com
E: craig@SACillinois.com

November 14, 2024

RFP#25-047-DH – Energy Audit Contractor

FAMILIAL RELATIONSHIP DISCLOSURE

As of November 14, 2025, Sustained Ability Construction, to the best of our knowledge, the owners, officers or executives do not have a familial relationship with any County Elected Official or County Department Director within the last 12-month period. "Familial Relationship" is defined in Public Act 101-0544.

The County may deny, suspend or terminate the eligibility of a person, firm, corporation, association, agency, institution, or other legal entity to participate as a vendor for goods or services to the County, if the vendor, for contracts greater than \$30,000, fails to disclose to the County a familial relationship between a County Elected Official or County Department Director.

Craig Schneider 100% Ownership
506 State Street
Batavia, IL 60510

Owner

11/2025
Date

Subscribed and Sworn this 11th day of November 2025

Notary Public

OFFICIAL SEAL
MALLORY MANNING
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 6/14/26

Sustained Ability Construction, LLC.
506 State Street, Batavia, Illinois 60510



SUSTAINED ABILITY
resilience matters

P: 630.677.1939
W: Sustained-ability.com
E: craig@SACillinois.com

November 14, 2024

RFP#25-047-DH – Energy Audit Contractor

CONTRACTOR DISCLOSURE

As of November 14, 2025, Sustained Ability Construction, to the best of our knowledge, the officers or executives have not made any political campaign contributions to any Kane County Elected Official countywide in the last 12-month period.

Below is a list of shareholders or owners, with at least 5% holdings in Sustained Ability Construction, LLC

Craig Schneider 100% Ownership
506 State Street
Batavia, IL 60510

Owner

Date

Subscribed and Sworn this 11th day of November, 2025

Notary Public



Sustained Ability Construction, LLC.
506 State Street, Batavia, Illinois 60510

Est.2020

The Maker of Climate Panels – A High Performance, Affordable Upgrade That doubles a Wall's Insulation

Corporate Profile

Sustained Ability Construction (SAC) has been leading the suburban Chicagoland push to decarbonize existing residential construction since its inception. Through unique technological advancements and simplified efficiency recommendations, SAC leads the Architecture, Engineering and Construction industries as they are transitioned from yesterday's outdated methods to tomorrow's efficient standards.



Retrofit Focus

SAC is a leading Chicago area consultant focusing on efficient and cost-effective retrofit strategies. They've developed a proprietary energy auditing software tool called the "Energy Auditor", that combines four data capture methods into one pass through a building (LiDAR, Infrared, Audio and Photography). Then, the Auditor analyzes an energy model of the structure and utilizes generative-AI to provide an initial audit narrative. Craig Schneider, the firm's owner, supplied years of auditing experience to educate the AI tool on how to properly analyze and propose corrections.

Besides this innovative method of improving buildings, SAC also provides these additional services:

- Residential HVAC Load Calculations
- Ekotrope & Rem Rate Energy Modeling
- Home Energy Audits by Accredited HERS Raters
- Deep Energy Retrofit Contracting
- Deep Energy Retrofit Project Planning and Cost Benefit Analysis
- Building Science Consulting
- Construction Performance Testing
 - a. Blower Door Testing
 - b. Infra Red Analysis
 - c. Duct Leakage Testing



Retrofit Wall Panel Expertise

Sustained Ability is the designer of Patent Pending Climate Panels, a quick and easy prefabricated, retrofit solution to triple the insulation of average residential walls. Climate panels add up to R-26 additional insulation and are typically applied in a matter of days over a entire home's exterior.

Climate Panels can be applied over any existing residential walls currently finished with siding, including multifamily projects, but are ideal for single-family homes built before the year 2000.

Along with Climate Panels, SAC has also designed and is testing wall panels that utilize Hydronic Shell Technology. Contact us for more information on either of these panelized solutions.



FIRM PROFILE**Sustainability, Accessibility, and Architectural Consulting**

HUSARCH collaborates with the communities we serve to develop actionable solutions that improve the sustainability and accessibility of the built environment. Founded in 2010, our firm's comprehensive expertise cuts across the design and construction including architecture, assessments, audits, planning, certifications, and workforce training. We make our data-driven process transparent and accessible. At the core of our mission, we create analytical tools to advocate for sustainable and equitable communities.

LICENSES

- Registered Architect (IL, IN, MA)
- Registered Design Firm (IL)

CERTIFICATIONS

- Registered WBE City of Chicago, State of IL BEP, State of MA
- Section 03 Business Concern (HUD)
- LEED Accredited Professionals BD+C, AP
- Building Envelope Commissioning Provider (BECxP)
- Certified Scaffold User with Fall Protection Training
- ICC Certified Accessibility Inspector/Plans Examiners

TEAM SIZE

- 10

"We transform the built environment to foster sustainability and equity within communities."

PROJECT HIGHLIGHTS**ComED, Affordable Housing New Construction (AHNC)**

Energy Auditor & Site Assessors, Ongoing

ComED, Electric Homes New Construction (EHNC)

Energy Auditor & Site Assessors, Ongoing

Chicago Housing Authority (CHA)

In-house Accessibility Consultant, 2023-present

BVNA/Chicago Public Schools (CPS)

Designated Accessibility Assessors, 2019-present

Cook County, Energy Efficiency Analysis

Envelope Energy Auditors, 2024

Globetrotters/Assets Information Services (AIS)

Accessibility Assessors
Site Assessments & Field Observations, 2023-present

University of Illinois-Chicago, CDRLC

Design LEED Administrators, Ongoing

General Services Administration (GSA)

Building Envelope Commissioner (BECxP), Ongoing

Chicago Public Schools (CPS), Till ES

Prime Architect, 2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER DIBUDUO & DEFENDIS INS. BROKERS, LLC PO BOX 5479 FRESNO CA 93755		CONTACT NAME: PHONE (A/C, No, Ext): (844) 738-0795 FAX (A/C, No): (866) 828-2424 E-MAIL ADDRESS: Certificate@Hanover.com	
		INSURER(S) AFFORDING COVERAGE INSURER A: Allmerica Financial Benefit	NAIC # 41840
INSURED SUSTAINED ABILITY CONSTRUCTION LLC 506 STATE ST BATAVIA IL 60510		INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

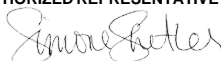
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y	N	Z2F J619808 02	12/29/2025	12/29/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included \$	
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	N	AWF M049019 00	05/30/2025	05/30/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$	Y	N	Z2F J619808 02	12/29/2025	12/29/2026	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$	
A	Professional Liability	N	N	Z2F J619808 02	12/29/2025	12/29/2026	\$1,000,000 Claim/\$1,000,000 Agg	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Kane County Authority is an Additional Insured on the General Liability pursuant to the terms and conditions by form 822-0001. Excess/Umbrella to follow form Kane County Authority is an Additional Insured on the Auto Liability pursuant to the terms and conditions by form CA0001.

CERTIFICATE HOLDER

CANCELLATION

KANE COUNTY AUTHORITY 719 SOUTH BATAVIA AVE BLDG A GENEVA IL 60134	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

COUNTY of KANE
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

Tim Keovongsak, CPPB
Director of Purchasing

719 S. Batavia Ave., Bldg. A 2nd Floor
Geneva, Illinois 60134
Telephone: (630) 208-3803
Fax: (630) 208-5107



November 4, 2025

ADDENDUM 1

RFP: 25-047-DH – ENERGY AUDIT CONTRACTOR

The attention of all plan holders is called to the following changes, clarifications, and/or additions/deletions to the original RFP solicitation and shall be part of the Contract Documents:

CLARIFICATIONS & ADDITIONAL INFORMATION

Clarifications/responses to RFI are bolded below:

- Q. Would Kane County be funding rebates for projects that do not qualify under existing utility rebate programs?
- A: **Funding can be provided to any participant of the program. Existing utility rebate programs will not limit or exclude participants from receiving these funds.**
- Q. Would Kane County be interested in including some low-cost or complimentary post-audit packages delivered to the customers to support their energy upgrade efforts, and if they would be able to claim energy savings for this effort from customer-installed equipment if given the “deemed savings” that energy programs typically use for the self-installed items we send them?
- A: **It is not the intent of the County to purchase post-audit materials rather the funding will go directly to the residents.**
- Q: What metric(s) qualify a customer as a “small business”?
- A: **For the purpose of this program Kane County is considering a small business to be 3,000 square feet or less.**
- Q: What level of an energy audit is expected as part of the RFP?
- A: **A comprehensive and thorough audit is preferred. While we do understand that these will be more costly, they provide residents with a valuable roadmap and detailed guidance for achieving energy savings in their homes. The audit should align with the U.S. Department of Energy certified home energy audit that would be needed if residents were applying for the 25C tax credit.**

- Q: How many applicants could possibly be selected for energy audits?
- A: **This is dependent on how the funds are allocated between administration, residents and the estimated cost of the audit. Please outline and break down the cost estimates in the proposal.**
- Q: How often are the County Board and Committee meetings? Is there a virtual option for attendance?
- A: **It is projected that the auditor would need to attend 2 -3 board meeting throughout the year. The meeting can be attended virtually.**
- Q: Is the budget approved for calendar year 2026 only?
- A: **Currently we are budgeting for 2026. We are anticipating funding to continue for 2 – 3 years depending on the success of the program.**
- Q: In reference to pg. 23 of the RFP, section “VENDOR CERTIFICATION” – Is a percentage vendor certification such as MBE, WBE, SBE required?
- A: **If vendor has been certified by an agency for a category, vendor should check any box that would apply. The percentage of the category is not required but “It is required that you check at least one box”.**
- Q: In reference to B16.2.1 Products and Completed Operation coverage is to remain in force for a period of two years after the completion of project. – Why is this to go for 2 years beyond, typically this would be one year?
- A: **We anticipate the program extending beyond one year with additional funding depending on the success of the program.**
- Q: In reference to RFP section “I. OVERVIEW / GENERAL INFORMATION” regarding the budgetary amount of “\$100,000 for the program” – Is this the total budget for the entire term of this contract, or only the initial term?
- A: **The \$100,000 is the total amount allotted for the 1-year term.**
- Q: In reference to RFP section “I. OVERVIEW / GENERAL INFORMATION” regarding “federal tax credits...expire at the end of 2025” – If the Energy Efficiency Home Improvement Credit (25C) expires at the end of 2025 won't this make the budget as stated within the "Overview / General Information" very difficult to obtain? Will there be additional funds IF required and appropriated by the County if needed to complete the awarded proposal?
- A: **The intention of the budget is to supplement a portion of the rebates that residents would receive if they were eligible for the credit in 2026. It is not intended to cover all the credit eligible for 25C.**
- Q: In reference to RFP section “III. SCOPE OF SERVICES & REQUIREMENTS” regarding item 1, “Coordinating with County staff to review and select applicants who would most benefit from an energy audit” – Are qualified applicants in both residential and commercial typologies?
- A: **Yes, an applicant can be a residential or commercial space. Commercial spaces are limited to 3,000 square feet.**

Q: In reference to RFP section "III. SCOPE OF SERVICES & REQUIREMENTS" regarding item 2, "Conducting energy audits for an approved applicant to identify energy efficiency improvements" – Assuming this is both a site & in-field review of infrastructure - can the energy consultant implement energy modeling software to accelerate and increase the potential applicant pool?

A: Modeling software is acceptable provided it does not represent a significant portion of the overall project cost.

Please acknowledge receipt of Addendum 1 and respond accordingly. We appreciate your interest in our procurement process.

Sincerely,

A handwritten signature in black ink that reads "Danielle Hoffman". The script is cursive and fluid.

Danielle Hoffman, Buyer
Kane County Purchasing Department

**County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER**

Tim Keovongsak, CPPB
Director of Purchasing

719 S. Batavia Avenue, Bldg. A
Geneva, Illinois 60134
Telephone: (630) 232-5929



REQUEST FOR PROPOSAL

RFP #25-047-DH – Energy Audit Contractor

DATE: October 20, 2025

The County of Kane ("County") is soliciting proposals for a qualified contractor to administer energy audits for the Kane County Energy Assessment and Rebate Program. The purpose of this program is to promote energy efficiency, reduce energy consumption, and mitigate rising costs for residents and small businesses, and support energy efficiency upgrades that contribute to environmental conservation.

Kane County reserves the right to reject any or all proposals if deemed not to be in the best interest of Kane County.

EVENT:	LOCATION:	DATE:	TIME:
Deadline for Exceptions to Proposal Language and Specification Inquiries.	Must be submitted in writing to: Purchasing@kanecountyil.gov	10/31/25	2:00 pm (CDT)
Proposal Due Date.	Proposals must be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty	11/14/25	2:00 pm (CDT)

√	SUBMITTAL REQUIREMENTS, DOCUMENTS CHECKLIST, & ACKNOWLEDGMENT
	RFP RESPONSE FORM COMPLETED WITH AUTHORIZED SIGNATURE RFP
	RESPONSE SHALL BE SUBMITTED ELECTRONICALLY AT http://www.bidnetdirect.com/illinois/kanecounty and include the following:
	ONE (1) REDACTED COPY in PDF to comply with the Illinois Freedom of Information Act, if applicable.
	DOCUMENTS REQUIRED IN THE STATEMENT OF WORK/SPECIFICATIONS - Sections I-VIII.
	ADDENDA NUMBER ACKNOWLEDGED, IF APPLICABLE
	PRICING or FEE STRUCTURE (INCLUDING UNIT PRICES, WHERE REQUIRED)
	REFERENCES
	PROOF OF CERTIFICATE OF INSURANCE
	COMPLETED CONTRACTOR DISCLOSURE FORM (SIGNED & NOTARIZED). Reference attachment for sample.
	COMPLETED FAMILIAL DISCLOSURE FORM (SIGNED & NOTARIZED). Reference attachment for sample.

EXCEPTIONS TO THE COUNTY'S GENERAL TERMS, CONDITIONS, OR REQUIREMENTS

Such exceptions may be considered in the evaluation and award processes. The County will be the sole determiner of the acceptability of any exception. Any exceptions submitted may render the submission non-responsive to the requirements listed.

PLEASE NOTE:

This is an electronic submittal. Proposals received after the submission date and time will be rejected and returned unopened. There will be no public opening of proposals.

An original RFP response (with all required documents) shall be submitted electronically to <https://www.bidnetdirect.com/illinois/kanecounty> and one (1) redacted copy marked as "**Redacted Copy**" (if applicable) to comply with the Illinois Freedom of Information Act. Please upload your complete Proposal response through Bidnet Direct prior to the due date and time: **Friday, November 14, 2025, at 2:00 p.m. (CDT).**

CONTACT PERSON: Danielle Hoffman, Buyer
purchasing@KaneCountyIL.gov

DISCLAIMER: To the extent that you have obtained these documents from a source other than Bidnet Direct, please be advised that these documents may not include all updates, including, but not limited to, addendums, clarifications, and due-date extensions. for all updates to documents, please visit <https://www.bidnetdirect.com/illinois/kanecounty> - All attachments are for reference purposes.

ALL QUESTIONS PERTAINING TO THIS RFP AND/OR THE SCOPE OF SERVICES SHOULD BE DIRECTED TO THE PURCHASING OFFICE AS LISTED ON THE COVER SHEET, NO LATER THAN 2:00 P.M., OCTOBER 31, 2025. ACCEPTED VIA E-mail to: PURCHASING@KANECOUNTYIL.GOV

**INSTRUCTIONS TO OFFERORS
COUNTY OF KANE
COMPETITIVE SELECTION PROCEDURE - PROPOSAL
TERMS AND CONDITIONS**

A. REQUEST FOR PROPOSALS

A.01 Definition:

Request for Proposals (RFP) is a method of procurement permitting discussions with responsible offerors and revisions to proposals prior to award of a contract. Award will be based on the criteria set forth herein.

A.02 Proposal Opening:

Sealed proposals will be received at the Kane County Purchasing Department until the date and time specified, at which time the names of offerors will be read aloud and recorded on an abstract. Contents of the sealed proposals will be opened and evaluated in private, with proposal information kept confidential until an award is made. Late proposals shall be rejected and returned unopened to the sender. Kane County does not prescribe the method by which proposals are to be delivered; therefore, it cannot be held responsible for any delay, regardless of the reason, in delivery of the proposals. (***Reference Special Provisions Sections for instruction***)

A.03 Proposal Preparation:

Proposals must be submitted in the format listed in submittal instructions and all information and certifications called for must be furnished. Proposals submitted in any other manner, or which fail to furnish all information or certificates required, may be summarily rejected. Proposals may be modified or withdrawn prior to the time specified for the opening of proposals. Proposals shall be filled out legibly in ink or typewritten with all erasures, strikeovers and corrections initialed in ink by the person signing the proposal. The proposal shall include the legal name of the Vendor, the complete mailing address, and be signed in ink by a person or persons legally authorized to bind the Vendor to a contract. Name of person signing should be typed or printed below the signature.

A.04 Proposal Envelopes:

Envelopes containing proposals must be sealed and addressed to the County of Kane, Purchasing Department. The name and address of the Vendor and Invitation Number must be shown in the upper left corner of the envelope.

A.05 Addenda:

A.05.1 Addenda are written instruments issued by the County prior to the date for receipt of proposals which modify or interpret the RFP by addition, deletion, clarifications, or corrections.

- A.05.2 Prior to the receipt of proposals, addenda will be mailed or delivered to all who are known to have received a complete Request for Proposals.
- A.05.3 After receipt of proposals, addenda shall be distributed only to offerors who submitted proposals, and those offerors shall be permitted to submit new proposals or to amend those submitted.
- A.05.4 Each offeror shall ascertain prior to submitting a proposal that all addenda issued have been received and acknowledge on the proposal response form, by submission of a proposal, such act shall be taken to mean that such offeror has received all addenda, and that the offeror is familiar with the terms thereof and understands fully the contents of the addenda.
- A.06 Evaluation of Proposals:
The proposals submitted by offerors shall be evaluated solely in accordance with the criteria set forth in the RFP. The Proposals shall be categorized as:
- A.06.1 Acceptable;
- A.06.2 Potentially Acceptable; that is, reasonably susceptible of being made acceptable; or
- A.06.3 Unacceptable.
- A.07 Discussion of Proposals:
- A.07.1 The Evaluation Panel may conduct discussions with any offeror who submits an acceptable or potentially acceptable proposal. Offerors shall be accorded fair and equal treatment with respect to any opportunity of discussion and revision of proposals. During the course of such discussions, the Evaluation Panel shall not disclose any information derived from one proposal to any other offeror.
- A.07.2 During the initial discussion, the offeror shall be prepared to give an oral presentation covering the following topics:
- (a) The specific services to be provided;
 - (b) Qualifications of the offeror, experience of personnel, etc;
 - (c) The working relationship to be established between the County and the offeror, including, but not limited to, what each party should expect from the other.
 - (d) A review of the costs associated with this project.
- A.08 Negotiations:
The County of Kane reserves the right to negotiate specifications, terms and conditions which may be necessary or appropriate to the accomplishment of the purpose of this RFP. The County may require the entire proposal be made an integral part of the resulting contract. This implies that all responses, supplemental information, and other submissions provided by the offeror during

discussions or negotiations will be held by the County of Kane as contractually binding on the successful offeror.

A.09 Notice of Unacceptable Proposal:

When the Evaluation Panel determines an offeror's proposal to be unacceptable, such offeror shall not be afforded an additional opportunity to supplement its proposal. The decision of the Evaluation Panel shall be final.

A.10 Confidentiality:

The County's Director of Purchasing shall examine the proposals to determine the validity of any written requests for nondisclosure of trade secrets and other proprietary data identified. After award of the contract, all responses, documents, and materials submitted by the offeror pertaining to this RFP will be considered public information and will be made available for inspection, unless otherwise determined by the Director of Purchasing. All data, documentation and innovations developed as a result of these contractual services shall become the property of the County of Kane. Based upon the public nature of these RFP's, an offeror must inform the County, in writing, of the exact materials in the offer which cannot be made a part of the public record in accordance with the Illinois Freedom of Information Act.

A.10.1 Confidential information submitted by the Vendor shall be labeled and shall be maintained in confidence to the extent permitted by the Illinois Open Meetings Act, and the Illinois Freedom of Information Act.

A.11 Proprietary Information:

Under the Illinois Freedom of Information Act, all records in the possession of Kane County are presumed to be open to inspection or copying, unless a specific exception applies. 5 ILCS 140/1.2 One exception is "[t]rade secrets and commercial or financial information obtained from a person or business where the trade secrets or commercial or financial information are furnished under a claim that they are proprietary, privileged or confidential, and that disclosure of the trade secrets or commercial or financial information would cause competitive harm to the person or business, and only insofar as the claim directly applies to the records requested." 5 ILCS 140/7(1)(g). The County will assume that all information provided to us in a bid or proposal is open to inspection or copying by the public unless clearly marked with the appropriate exception that applies under the Freedom of Information Act. Additionally, if providing documents that you believe fall under an exception to the Freedom of Information Act, please submit both an un-redacted copy along with a redacted copy which has all portions redacted that you deem to fall under a Freedom of Information Act exception.

A.12 Interpretation or Correction of Documents:

Vendors shall promptly notify the County of any ambiguity, inconsistency or error they may discover upon examination of the specification documents. Interpretations, corrections and changes will be made by addendum.

A.13 Variances:

State or list by reference any variations to specifications, terms and conditions.

B. TERMS AND CONDITIONS

B.01 Authority:

This Request for Proposals is issued pursuant to applicable provisions of the Kane County Purchasing Department.

B.02 Errors in Proposals:

Offerors are cautioned to verify their proposals prior to submission. Negligence on the part of the offeror in preparing the proposal confers no right for withdrawal or modification of the proposal.

B.03 Reserved Rights:

The County of Kane reserves the right at any time and for any reason to cancel this Request for Proposals, or to accept an alternate Proposal. The County reserves the right to award one or more contracts for their services specified herein. The County reserves the right to waive any immaterial defect in any proposal. Unless otherwise specified by the offeror, the County has one hundred twenty (120) days to accept. The county may seek clarification from any offeror at any time and failure to respond promptly is cause for rejection.

Kane County reserves the right to compare pricing submitted to any and all known national joint purchasing cooperatives in order to obtain the lowest pricing available in the current market place for this contract award. The list of joint purchasing cooperatives is not all inclusive and may include other joint purchasing cooperatives Kane County is not currently aware of at the present time. Kane County reserves the right to award a contract to the lowest responsive, responsible vendor for said product or service after reviewing all joint purchasing cooperative pricing available for Kane County to participate in their program.

State of Illinois Central Management Services (CMS)
Omnia Partners (formerly US Communities & National IPA)
Sourcewell, TIPS, and BuyBoard

B.04 Incurred Costs:

The County of Kane will not be liable in any way for any costs incurred by respondents in replying to this RFP.

B.05 Award:

Proposals will be evaluated and negotiated by the Evaluation Panel. The Evaluation Panel shall have the authority and discretion to determine the qualifications, responsibility and capabilities of offerors, the reasonableness of price, and other factors (where applicable): (a) adherence to all conditions and requirements of the proposal specifications; (b) price; (c) qualifications of the Vendor, including past performance, financial responsibility, general reputation, experience, service capabilities, and facilities; (d) delivery or completion date; (e) product appearance, workmanship, finish, taste, feel, overall quality, and results of product testing; (f) maintenance costs and warranty provisions; and (g) repurchase or residual value.

B.05.1 Confidential information submitted shall be maintained in confidence to the extent permitted by the Illinois Open Meetings Act, and the Illinois Freedom of Information Act. The Evaluation Panel's final recommendation and reports shall be forwarded to the appropriate committees of the Kane County Board for consideration and award of the contract.

B.06 Criteria for Selection:

All proposals will be evaluated based on the criteria as stated on the specification.

B.07 Pricing:

The price for the contract is to be held firm for the term of the contract.

B.08 Taxes:

The County of Kane is exempted from paying Illinois Retailers Occupation Tax and Federal Excise Tax.

B.09 Warranty:

Vendor expressly warrants that all goods and services (real property and all structures thereon) will conform to the drawings, materials, performance and any other specifications, samples or other description furnished by the County, and will be fit and sufficient for the purpose intended, merchantable, of good material and workmanship. Vendor agrees that these warranties shall run to Kane County, its successor, assigns, customers and users of the products or services and that these warranties shall survive acceptance of the goods or performance of the services.

B.10 Indemnity:

Vendor agrees to save, hold harmless, defend and indemnify the County of Kane and its Officers, Agents and Employees from any and all liability or loss incurred by the County of Kane resulting from Vendor's noncompliance with any laws or regulations of any governmental authority having jurisdiction over Vendor's performance of this contract and Vendor's violation of any of the terms and conditions of this agreement, and from the Vendor's negligence arising from, in

any manner and in any way connected with, the terms and conditions of this Agreement and arising from the Vendor's performance thereunder.

Vendor shall provide to the County of Kane proof of adequate insurance coverage to satisfy the indemnification provisions herein.

B.11 Equal Employment Opportunity:

The equal employment opportunity clause required by the Illinois Human Rights Act is hereby incorporated by reference in all contract made by the County of and in all bid specifications therefore furnished by the County to all Vendors, contractors and subcontractors.

The County of Kane, State of Illinois, represents that it and the employing agencies responsible to it, conform to the following:

We do not discriminate against any employee or applicant for employment because of race, creed, color, age, disability, religion, sex, national origin/ancestry, sexual orientation, marital status, veteran status, political affiliation, pregnancy, or any other legally protected status. We will take whatever action is necessary to ensure that applicants and employees are treated appropriately regarding all terms and conditions of employment. We will post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

We will, in all solicitations or advertisements for employees placed by or on behalf of the employing agencies, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex, marital status, military status, sexual orientation, pregnancy or unfavorable discharge from military service. (Ordinance No. Res. No. 82-90, 6-10-80; Res. No. 81-79, 6-9-81; Res. No. 82-90, 6-8-82; Res. No. 05-303, 9-23-05). State law references—Illinois Human Rights Act, 775ILCS 5/1-101 et seq.

B.12 Default:

If delivery of services is not completed by the time promised, the County reserves the right, without liability, in addition to its other rights and remedies, to terminate the contract by notice effective when received by the Contractor.

B.13 Payments:

B13.1 The payment terms for this contract will be made on a monthly basis by the County of Kane.

B13.2 The County of Kane requests all payments being made to vendors be done as direct deposits through an Automated Clearing House (ACH). All vendors being awarded a contract shall complete an authorization agreement form prior to award. The ACH form and registration information on this program can be located on the County's Web site under County

Forms and Templates for New Vendor Information on the Purchasing Department page - <http://web.kane/SitePages/purchasing.aspx>

B.14 Eligibility:

By signing the proposal response form, the Vendor hereby certifies that they are not barred from bidding on this contract as a result of a violation of Article 33E, Public Contracts of the Illinois Criminal Code of 1961, as amended (Illinois Compiled Statutes, 720 ILCS 5/33E-1).

Prohibition to Award Contracts to Parties Debarred or Suspended:

No contract may be awarded to parties listed on the federal government Excluded Parties List System in the System for Award Management (SAM), on the State of Illinois' list of sanctioned persons maintained by the Agency's Office of Inspector General, or on the County's own list of parties suspended or debarred from doing business with the County.

Debarment:

Debarment is the process of determining that a contractor is ineligible to receive contract awards based upon a preponderance of evidence, usually a conviction. Debarment is usually three (3) years in length. The name of the debarred contractor may be published as ineligible on the System for Award Management (SAM), which is a website administered by the U. S. General Services Administration, or on the list of sanctioned providers maintained by the State of Illinois Office of Inspector General.

Suspension:

Suspension is the process of determining that a contractor is ineligible to receive contract awards based upon adequate evidence, usually an indictment. Suspension is a temporary measure having a 12-month limit. It is usually used pending completion of an investigation or legal proceedings. The name of the suspended contractor will be published as ineligible on the System for Award Management (SAM), which is a website administered by the U. S. General Services Administration, or on the list of sanctioned providers maintained by the State of Illinois Office of Inspector General.

B. 15 Communication during the Procurement Process:

In an effort to create a more competitive and unbiased procurement process, the County desires to establish a single point of contact through the solicitation process. Therefore, from the issue date of any solicitation until the due date of the solicitation, all requests for clarification or additional information regarding the solicitation, or contact with County personnel concerning this solicitation or the evaluation process must only be through the Purchasing Department staff. Inquiries will be collected by the Purchasing Department staff who will then submit the inquiries to the Department Head responsible for the procurement. Responses by the Department Head to the inquiries will be submitted to the Purchasing Department staff who will then distribute the responses to all vendors responding to the solicitation. In this way it will be assured that all vendors

participating in the process will be receiving the same information. No contact regarding this solicitation with other County employees, agents of the County or elected officials is permitted unless expressly authorized by the Purchasing Director. A violation of this provision is cause for the County to reject the Bidder's proposal. If it is later discovered that a violation has occurred, the County may reject any proposal or terminate any contract awarded pursuant to this solicitation.

B. 16 CERTIFICATE OF INSURANCE REQUIRED BY KANE COUNTY

Contractor to furnish and deliver prior to commencement of work, a completed Certificate of Insurance satisfactory to the requirements of County of Kane containing:

B.16.1 The Contractor and all Subcontractors shall provide a Certificate of Insurance naming the Owner (Kane County) as certificate holder and as additional insured. The certificate shall contain a 30-day notification provision to the owner (Kane County) prior to cancellation or modification of the policy.

B.16.2 Commercial General Liability insurance including Products/Completed Operations, Owners and Contractor Protective Liability and Broad Form Contractual Liability. The exclusion pertaining to Explosion, Collapse and Underground Property Damage hazards eliminated. The limit of liability shall not be less than the following:

General Aggregate	\$2,000,000
Products and Completed Operations	\$2,000,000
Personal and Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Or - Combined Single Limit	\$1,000,000

B16.2.1 Products and Completed Operation coverage is to remain in force for a period of two years after the completion of project.

B16.3 Business Automotive Liability Insurance including owned, hired and non-owned automobiles, and/or trailer and other equipment required to be licensed, with limits of not less than the following:

Each Person for Bodily Injury	\$1,000,000
Each Occurrence for Bodily Injury	\$1,000,000
Each Occurrence for Property Damage	\$1,000,000
Or - Combined Single Limit	\$1,000,000

B16.4 Statutory Worker's Compensation insurance shall be in accordance with the provisions of the laws of the State of Illinois, including

Occupational Disease Act provisions, for employees at the site of the project, and in case work is sublet, the Contractor shall require each Subcontractor similarly to provide this insurance. In case employees are engaged in work under this contract and are not protected under the Workers Compensation and Occupational Disease Act, the Contractor shall provide, and shall cause Subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

- | | | |
|-------|---|-------------------------------------|
| B16.5 | Umbrella Liability:
Aggregate Limits | \$5,000,000 |
| B16.6 | Professional Liability policy to cover all claims arising out of the Consultant's operations or premises, Sub-consultant's operation or premises, anyone directly employed by the Consultant or Sub-consultant, and the Consultant's obligation of indemnification under this Contract.
Limits:

Aggregate |

\$1,000,000 |

Vendor to furnish a copy of the Endorsement showing Kane County, as an additional named insured on the General Liability, Auto, and Umbrella/Excess policies.

The Contractor shall cease operations on the project if the insurance is cancelled or reduced below the required amount of coverage.

C. CONTRACTOR DISCLOSURE

- C.01 Prior to award, every contractor or vendor who is seeking or who has obtained contracts or change orders to contracts or two (2) or more individual contracts with Kane County resulting in an amount greater than Fifteen Thousand Dollars (\$15,000) shall disclose to the Kane County Purchasing Department, in writing all cumulative campaign contributions, (which includes multiple candidates) made within the previous twelve (12) months of awarding of the contract made by that contractor, union, or vendor to any current officer or countywide elected officer whose office the contract to be awarded will benefit.

Disclosure shall be updated annually during the term of a multi-year contract and prior to any change order or renewal requiring Board level approval. For purposes of this disclosure requirement, "contractor or vendor" shall include owners, officers, managers, insurance brokers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors, corporations, partnerships, associations, business trusts, estates, trustees, and/or beneficiaries under the control of the contracting person, and political action committees to which the contracting person has made contributions.

- C.02 All contractors and vendors who have obtained or are seeking contracts with Kane County must disclose the following information which shall be certified and attached to the application or document. Penalties for knowingly violating disclosure requirements will potentially result in immediate cancellation of the contract, and possible disbarment from future County contracts:
- C.02.1 Name, address and percentage of ownership interest of each individual or entity having a legal or a beneficial interest of more than five percent (5%) in the applicant. Any entity required by law to file a statement providing substantially the information required by this paragraph with any other government agency may file a duplicate of such statement;
- C.02.2 Names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with County employees or officials in relation to the contract or bid. This information disclosure must be updated when any changes to the information occurs.
- C.02.3 Whenever any interest required to be disclosed in paragraph (a) above is held by an agent or agents, or a nominee or nominees, the principals for whom such agents or nominees hold such interest shall also be disclosed. The application of a spouse or any other party, if constructively controlled by another person, or legal entity as set forth above, shall state the name and address and percentage of beneficial interest of such person or entity possessing such constructive control and the relationship under which such control is being or may be exercised.
- Whenever a stock or beneficial interest is held by a corporation or other legal entity, such shareholder or beneficiary shall also make disclosure as required by paragraph C.02.1 above.
- C.02.4 A statement under oath that the applicant has withheld no disclosures as to economic neither interests in the undertaking nor reserved any information, data or plan as to the intended use or purpose for which it seeks County Board or other county agency action.
- C.03 All disclosures and information shall be current as of the date upon which the application is presented and shall be maintained current until such time as Kane County shall take action on the application. Furthermore, this information shall be maintained in a database by the Purchasing Department, and made available for public viewing.
- C.04 Notwithstanding any of the above provisions, the County Purchasing Department with respect to contracts awarded may require any such additional information

from any applicant which is reasonably intended to achieve full disclosure relevant to the application for action by the County Board or any other County agency.

- C.05 Any failure to comply with the provisions of this section shall render any ordinance, ordinance amendment, County Board approval or other County action in behalf of the applicant failing to comply voidable at the option of the County Board or other County agency involved upon the recommendation of the County Board Chairman or the majority of the County Board.

D. LAW GOVERNING:

- D.01 This contract shall be governed by and construed according to the laws of the State of Illinois.

E. Illinois Non-Appropriation Clause:

A forfeit clause is provided pursuant to the Illinois Non-Appropriation Clause of funds for government entities that if funds or budgets are not approved, service may be cancelled. No early cancellation penalties will be assessed, but the customer must be given 30-day notice of intent to cancel.

F. Termination for Cause:

This Contract may be terminated by the County at any time upon thirty (30) days written notice, or by either party in the event of substantial failure to perform in accordance with the terms hereof by the other party through no fault of the terminating party. This Contract is also subject to termination by either party if either party is restrained by state or federal law of a court of competent jurisdiction from performing the provisions of this Agreement. Upon such termination, the liabilities of the parties to this Contract shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination. Mailing of such notice, as and when above provided, shall be equivalent to personal notice and shall be deemed to have been given at the time of mailing.

If this Contract is terminated due to the County's substantial failure to perform, the Contractor shall be paid for labor and expenses incurred to date, subject to setoff for any damages, losses or claims against the County resulting from or relating to Contractor's performance or failure to perform under this agreement.

In the event of termination by the County upon notice and without cause, upon completion of any phase of the Basic Services, fees due the Contractor for services rendered through such phase shall constitute total payment for services. In the event of such termination by the County during any phase of the Basic Services, the Contractor will be paid for services rendered during the phase on the basis of the proportion of work completed on the phase as of the date of termination to the total work required for that phase.

In the event of any such termination, the Contractor also will be reimbursed for the charges of independent professional associates and contractors employed by the Contractor to render Basic Services, and paid for all unpaid Additional Services and Reimbursable Expenses not in dispute.

Reimbursable expenses mean the actual expenses incurred by the Contractor or the Contractor's independent professional associates or contractors, directly or indirectly in connection with the Project.

G. Litigation

Vendors are required to disclose if they have been a party to any lawsuits or arbitration proceedings involving their services within the last five years. Provide status or outcome of any such proceedings disclosed.

H. Holidays

Kane County is closed for business on the following holidays: New Year's Day; Martin Luther King, Jr. Day; Lincoln's Birthday, Washington's Birthday, Spring Holiday, Memorial Day, Juneteenth, Independence Day; Labor Day, Columbus Day; Veteran's Day, Thanksgiving Day, Day following Thanksgiving Day, Christmas Day.

I. RESPONSIBLE BIDDER REQUIREMENTS (*Not Applicable to RFP 25-047-DH*)

On August 8, 2023, the Kane County Board approved a Responsible Bidder Ordinance 23-340 which requires additional information and documentation from responders bidding on public works construction projects.

Included in this bid package is a Responsible Bidder Requirements Form. This document must be filled out and returned with the (bid/proposal). Failure to comply with all submission requirements set forth in Kane County Ordinance No. 23-340 is grounds for the County of Kane to determine that a submission is incomplete, which may result in a determination that Contractor is not a responsible bidder. In accordance with Kane County Ordinance No. 23-340, a Contractor that is actively classified as "pre-qualified" or "qualified" by the Purchasing Department is exempt from the comprehensive submission requirements and is not required to submit a Responsible Bidder Requirements Form.

STATEMENT OF WORK For ENERGY AUDIT CONTRACTOR

I. OVERVIEW / GENERAL INFORMATION

The County of Kane (“County”) is soliciting proposals for a qualified contractor to administer energy audits for the Kane County Energy Assessment and Rebate Program. The purpose of this program is to promote energy efficiency, reduce energy consumption, and mitigate rising costs for residents and small businesses and support energy efficiency upgrades that contribute to environmental conservation. The budget is \$100,000 for the program.

Additionally, the County passed the Climate Action Implementation Plan (CAIP) in June 2024, outlining the goal of reducing community-wide greenhouse gas emissions up to 25% by 2030 and 100% by 2050. The CAIP details several efforts related to building efficiency, most notably the promotion of existing incentives that improve the supply of renewable energy or the energy efficiency of residential homes or small businesses. Furthermore, as federal tax credits such as the Energy Efficiency Home Improvement Credit (25C) expire at the end of 2025, the County aims to extend similar incentives for residents and small businesses living in unincorporated areas.

II. INTENT OF SPECIFICATIONS

The intent and purpose of the specifications and requirements outlined below are to procure best offers for consulting services to advise and assist as necessary, with implementation of energy audits for the Kane County Energy Assessment and Rebate Program. The specified requirements are not meant to exclude any particular service models, products, or programs, it is only for the purpose of establishing of pertinent information to assist Kane County in its evaluation and selection process of the best offer and most qualified Vendor(s) that best meet the County’s objectives, contract requirements, and to efficiently perform the required services.

Vendors are encouraged to respond to this request for proposal and address the following (Sections I – VIII) in their entirety. Vendor to include their company profile, statement of qualifications, proposed scope of work, service program and offers, proposed cost and fee structures, management and support team, equipment, and other pertinent information, as specified within this proposal document. The criteria used for the consideration and selection of a successful Vendor shall be the sole judgment of the County and Kane County – Environmental & Water Resources Department.

The successful Vendor identified through this procurement will be recommended for contract negotiations and will sign a service agreement, pending approval from the Kane County Energy and Environmental Committee and the full Kane County Board.

III. SCOPE OF SERVICES & REQUIREMENTS

The Energy Consulting Services to be provided will include the following tasks, but not limited to the scope of services and requirements listed herein.

- 1.) Coordinating with County staff to review and select applicants who would most benefit from an energy audit
- 2.) Conducting energy audits for an approved applicant to identify energy efficiency improvements
- 3.) Financially administer rebates to participants for energy savings improvements facilitated based on the auditors' recommendations.
- 4.) Collect, analyze, and maintain comprehensive data related to the program, including but not limited to cost and energy savings and reductions in greenhouse gas emissions.
- 5.) Prepare and deliver regular performance reports to the County officials, highlighting program outcomes, community impact, and areas for improvement.
- 6.) Be available to attend County Board and Committee meetings to give periodic updates on the progress of the audits and rebate program.

IV. PROPOSAL INSTRUCTIONS & SUBMITTAL REQUIREMENTS

The instructions for preparing the proposal are provided below.

This is an electronic proposal submittal process. An original RFP response (with all required submittal documents) must be submitted electronically at <http://www.bidnetdirect.com/illinois/kanecounty> and one (1) redacted copy marked as "Redacted Copy" (if applicable) to comply with the Illinois Freedom of Information Act. Please upload your complete Proposal response through Bidnet Direct prior to the due date and time.

The proposal shall be tabulated in separate sections responding to the proposal requirements (Section I-VIII), in order for a particular section to be used in the contract. All proposals should contain the following tabs in the format described below or as best determined by providers.

1 - Required Contractor Information

The County requires respondents to provide the following information about your company:

- a. Experience of professional staff that will be primarily responsible for performing the services outlined in your proposal, indicating their titles, nature of responsibilities, education, experience, any specialized skills, and number of years with the firm.
- b. Number of employees.
- c. Revenue for 2023 and 2024.
- d. Number of years your company has been providing energy audits
- e. A comprehensive description of the proposed methodology for conducting energy audits and administering the rebate program.
- f. A clearly defined strategy for identifying and recommending energy-saving measures, as well as the criteria and process for determining appropriate rebate amounts.
- g. Details of the customer support services to be provided, including available communication channels, expected response times, and protocols for addressing inquiries and concerns.
- h. Providing a sequential plan and timeline for successfully implementing the energy audits and rebates.

2 - RFP Response Format

- Cover letter
- Table of contents
- Proposal Response Form (signed)
- Statement of Work, Technical Offer, and Responses (Section I – VIII)
- References
- Concluding remarks
- Additional Information

- **Cover Letter**

This section should contain an overview of the company information and background. The name of the firm, the address of the proposing office(s), and the contact individuals authorized to answer technical questions, together with their telephone numbers, email addresses, and mailing addresses. The cover letter must also be signed by a person or persons authorized to bind the Vendors.

- **Table of Contents**

The contents shall include an index of the Technical Offer contents and attachments.

- **Statement of Work, Technical Offer, and Responses**

This section shall address a complete description, but not limited to the following:

- Proposed Technical Offer requirement for completion of task per specification
- Alternate solutions recommended
- Qualifications and Experience of the contractor
- Proposed cost and fee structures – clearly describe the breakdown of costs for energy audits, rebates, and the administrative fees necessary to run the program.

- **References**

Provide three (3) references for similar services completed by the company, preferably to municipalities, governmental agencies, or of better-know companies. Provide a list of client references. Include client name, contact persons, and phone numbers.

- **Concluding Remarks**

This section shall contain any final remarks or elaboration that the Vendor(s) believe is important to gain a clear understanding of the proposed services and/or the Offeror's capabilities, imperative to the County

V. EVALUATION CRITERIA

The primary factor in determining the successful proposer will be the proposer's ability to provide the services described in this Request for Proposal, as determined by responses to this Request for Proposals, references, and oral interviews/presentation (if required), including, without limitation, similar successful experiences in size, scope of service and operation, with similar setting and requirements. However, the County will consider cost or revenue, particularly in the event of significant differences between proposers with similar qualifications.

Proposers will additionally be evaluated based on the Proposer's responsiveness to this RFP, technical approach, and offers, staff qualifications of principals, associates, and staff within the proposer organization. The County will also review any other relevant factors or alternate proposals and the scope of service offered not mentioned above, if it should be considered in favor of or advantageous to the County.

All proposals submitted in response to the RFP will be evaluated based on the following criteria:

Methodological Approach: The overall viability of the proposed strategy for performing energy audits and administering the associated rebate program.	30%
Economic Value: Evaluation of the proposal's cost-efficiency in relation to the projected benefits, outcomes, and return on investment.	30%
Data reporting: The ability to determine the "before and after" for cost savings and greenhouse gas reduction data.	20%
Organizational Experience and Staff Qualifications: Demonstrated experience of the firm and the credentials of its personnel in implementing energy efficiency initiatives of similar scope and complexity.	10%
Costs: Administrative costs and the cost per home or small business to complete the energy audit. Cost of other structures will be negotiated on a case-by-case basis.	10%

VI. SPECIAL PROVISIONS

1. Service Agreement

The Vendors are expected to sign a service agreement based on the County's terms and conditions and shall be construed and governed by the laws of the State of Illinois. The Vendors shall submit their own contract or agreement version along with their RFP response to the County for consideration and review by the Kane County State's Attorney's Office.

2. Definitions

For purposes of this offer, the terms Offeror, Bidder, Contractors, Provider, Vendors, Professional, Facility, and Agency are used interchangeably.

3. Contract Terms

This is a two (2) year contract with mutual option for three (3) additional one-year renewal periods if mutually agreed upon by both parties. This contract is contingent on the appropriation of sufficient funds; Kane County reserves the right to renegotiate the scope of work to meet its budgetary demands or amend the contract requirements or add additional services, review annual performance and operation and other pertinent areas required for a successful program and

services to the County and the Kane County – Environmental & Water Resources Department.

4. Contract Assignment

A contract or any part hereof entered into as a result of this RFP shall not be assigned, sublet, or transferred directly or indirectly, without prior written consent of the County.

5. Vendor Liability

The vendor shall be responsible for any and all damage as a result of the vendor's negligence involving any equipment or service provided under the terms of the contract.

6. Conflict of Interest

The vendor must provide a list of all entities with which it has relationships that creates, or appear to create, a conflict of interest with the work that is contemplated in this RFP. The list should indicate the names of the entity, the relationship, and a discussion of the conflict.

7. Litigation

Vendors are required to disclose if they have been a party to any lawsuits or arbitration proceedings involving their services within the last five years. Provide a written statement disclosing any pending litigation or a press release, please refer to Section G of the proposal's terms and conditions for additional requirements.

8. Selection and Award

The evaluation process will be based upon a combination of factors specified above. When the proposal review team has finished rating and ranking proposals (including holding interviews, if desired), the team will recommend a proposal to Kane County, IL Board for consideration of award. Kane County will then enter into a negotiated Agreement with the selected Proposer which shall include all material terms and conditions agreed upon by Kane County and the Proposer.

VII. SUMMARY OF KEY DATES

The following timeline for submission of proposals is to be considered binding. At the conclusion of the evaluation process, all Respondents will be informed of the evaluation team's findings. Key RFP dates and milestones are as follows:

Activity	Date
Issue Request for Proposal (RFP)	October 20, 2025
Submission Deadline for Written Questions	October 31, 2025, at 2:00 p.m.
Response to written questions and the last publication of Addenda	November 3rd or 4th, 2025
Submission Deadline – Proposals Due Date	Friday, November 14, 2025, at 2:00 p.m. CDT

Activity	Date
Initial evaluation and meeting of stakeholders	TBA
Interview of selected/shortlisted vendors (if needed)	TBA
Final Selection	TBA
Approval by the Parent Committee	TBA
Approval by the Kane County Board	TBA

VIII. RESPONSE INSTRUCTIONS

1 - Disclaimer

To the extent that you have obtained these RFP documents from a source other than **Bidnet Direct**, please be advised that the proposal documents may not include all updates, including, but not limited to, addendums, clarifications, and due date extensions. For all updates to the RFP documents, please visit <https://www.bidnetdirect.com/illinois/kanecounty>

2 - Submittal of RFP response

An original RFP response (with all required submittal documents) shall be submitted electronically to <https://www.bidnetdirect.com/illinois/kanecounty> prior to the submittal date and time. Submit one (1) redacted copy marked as “**Redacted Copy**” electronically (if applicable) to comply with the Illinois Freedom of Information Act. Please upload your complete proposal response through Bidnet Direct. Your proposal response must be uploaded electronically prior to the deadline on **Friday, November 14, 2025, at 2:00 p.m. CDT.**

County of Kane

Purchasing Department, Building (A), Rm# 211, 212, or 214

719 South Batavia Ave., Geneva, IL 60134

Monday – Friday 8:30 a.m. – 4:30 p.m., C.S.T.

3 - Proposers' Questions

All questions pertaining to this Request for Proposal shall be directed to the Purchasing Office in writing as listed on the cover sheet no later than 2:00 p.m., *October 31, 2025*. For the quickest response to all questions, please send via e-mail to: PURCHASING@CO.KANE.IL.US

**PROPOSAL RESPONSES MUST BE SUBMITTED
ELECTRONICALLY**

LATE PROPOSALS WILL NOT BE ACCEPTED

PROPOSAL RESPONSE FORM
For
ENERGY AUDIT CONTRACTOR

RFP Due Date & Time: 2:00 p.m. CDT, Friday, November 14, 2025

Proposals must be submitted electronically to <https://www.bidnetdirect.com/illinois/kanecounty>

The proposer shall return the RFP with all documents, as well as literature, samples, etc., as required within the specifications.

The undersigned proposer, having examined the specifications and any other related documents, hereby agrees to provide services per specification and to perform other work stipulated in, required by, and in accordance with the proposal documents attached for and in consideration of the proposed prices.

RECEIPT OF ADDENDA: The undersigned hereby acknowledges receipt of the following addendum(s): _____; _____; _____; _____; _____; _____.

The Vendor has examined the Contractor Disclosure section C of the Terms and Conditions and has included or provided a document listing all cumulative campaign contributions made within the past twelve months to any current or county-wide elected officer, and ownership interest in entity greater than five percent. The Vendor is aware of and has examined the Responsible Bidder Requirement section I, which requires additional information and documentation from the responder bidding on public works construction projects.

By signing this proposal, the proposer hereby certifies that they are not barred from bidding on this contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961, as amended. The awarding of any contract resulting from this RFP will be based upon the funding available to Kane County. The terms of the RFP and the response shall be incorporated by this reference as though fully set forth into the Contract, notwithstanding any language in the contract to the contrary. In the event of any conflict between the terms of the Contract and the terms of the RFP and the response, the terms of the RFP and the response shall govern. Every element or item of the RFP and the response shall be deemed a material and severable item or element of the contract. This is a two (2) year contract with mutual option for three (3) one-year renewal periods upon agreement by both parties. **THIS SECTION MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE RFP.**

Signature _____

Typed Signature _____

Company _____

Address _____

Phone # _____ **Fax#** _____

Federal I.D./Social Security # _____ **Date** _____

ACCEPTANCE

The Offer is hereby accepted for the **ENERGY AUDIT CONTRACTOR.**

The Contractor is bound to provide the materials and services listed in the attached agreement and based upon the Request for Proposal, including all terms, conditions, specifications, and amendments, the Contractor's offer is accepted by the County of Kane.

This contract shall henceforth be referred to as **Contract Number 25-047-DH.** The Contractor has been cautioned not to commence any billable work or to provide any materials or services until this Contractor receives a purchase order and or notice to proceed.

Corinne Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

Date

VENDOR CERTIFICATION

This information is collected for reporting purposes only and will not have any influence on vendor selection. It is required by the State of Illinois. Please check any of the following boxes that apply to the ownership of your firm.

☐ Minority-owned Business (MBE)

☐ Veteran-owned Business Enterprise (VBE)

☐ Woman-owned Business (WBE)

☐ Service-Disabled Veteran-owned Business Enterprise (SDVBE)

☐ Business Enterprise Program (BEP)

☐ Veteran-owned Small Business (VOSB)

☐ Small Disadvantaged Business (SDB)

☐ Persons with Disabilities-owned Business Enterprises (PDBE)

☐ Kane County Local Business

☐ N/A – These categories do not apply to my business

Please note: It is required that you check at least one box.

REFERENCES
Energy Audit Contractor
For
KANE COUNTY BOARD, Geneva, Illinois

List below businesses or other organizations for whom you have provided comparable services:

Offeror's Name: _____

1. Organization: _____
 Address: _____
 City, State, Zip Code: _____
 Telephone Number: _____
 Contact Person: _____
 Date of Project: _____
 E-Mail Address: _____
2. Organization: _____
 Address: _____
 City, State, Zip Code: _____
 Telephone Number: _____
 Contact Person: _____
 Date of Project: _____
 E-Mail Address: _____
3. Organization: _____
 Address: _____
 City, State, Zip Code: _____
 Telephone Number: _____
 Contact Person: _____
 Date of Project: _____
 E-Mail Address: _____
4. Organization: _____
 Address: _____
 City, State, Zip Code: _____
 Telephone Number: _____
 Contact Person: _____
 Date of Project: _____
 E-Mail Address: _____



FAMILIAL RELATIONSHIP DISCLOSURE

As of (Today's Date), ABC Company, to the best of our knowledge the Owners, Officers or Executives do not have a familial relationship with any County Elected Official or County Department Director within the last 12-month period. "Familial Relationship" is defined in Public Act 101-0544.

The County may deny, suspend, or terminate the eligibility of a person, firm, corporation, association, agency, institution, or other legal entity to participate as a vendor for goods or services to the County, if the vendor, for contracts greater than \$30,000, fails to disclose to the County a familial relationship between a County Elected Official or County Department Director.

Officer _____ Date _____

Title _____

Subscribed and Sworn this _____ day of _____, 2025.

Notary Public

NO-BID/RFP/RFP RESPONSE

RFP 25-047-DH

Energy Audit Contractor

In the event that your organization chooses not to submit a response to this solicitation, the Kane County Purchasing Department is interested in the reasons why vendors/consultants have chosen not to submit a bid or proposal response in order to better serve the taxpayers of Kane County. Please indicate your reason(s) by checking all applicable items below and return this form to the address shown below.

- ☐ Could not meet the specifications.
- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Insurance requirements are too restrictive.
- ☐ Bond requirements are too restrictive.
- ☐ Scope of services not clearly understood or applicable (too vague, too rigid, etc.).
- ☐ The project is not suited to our organization.
- ☐ Quantities are too small.
- ☐ Insufficient time allowed for preparation of bid/proposal response.
- ☐ Other (please specify):

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to: PURCHASING@KANECOUTYIL.GOV

STATE OF ILLINOIS)
COUNTY OF KANE) SS.

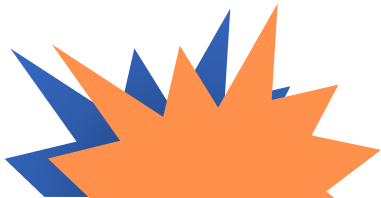
PRESENTATION/DISCUSSION NO. TMP-26-017

FARMER WEATHERIZATION REBATE PROGRAM - 2025 UPDATE



Farmer Weatherization Rebate Program

2025 Update



Timeline & Facts

June 2025: County Board approved Resolution 25-198, allocating \$20,000 from the Electric Aggregation Fund for the purpose of incentivizing Kane County farmers to weatherize their homes.

October 2025: Executed intergovernmental agreement with Kane-DuPage Soil and Water Conservation District to administer rebates up to \$800 to qualified farmers. Program officially began on October 23rd.

November 2025: Kane County staff approved the first application of the program.



3 approved applications

\$15,900 remaining

- \$2,000 (Administration Fees)
- \$2,100 (Approved Rebates)

Average time it takes to process and receive rebate check: ~1 week



Next Steps

- Set-up informational table at Kane-DuPage Soil & Water Conservation District event on January 22nd from 5pm to 8pm
 - Rural Myth Busters – Conservation Practices can have a Positive ROI
- Publish articles and social media content updating residents about Nicor's 2026 rebates:
 - \$500 for Air Sealing
 - \$400 for Attic Insulation
 - \$100 - \$125 per high performance window, up to \$3,000

