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# Addendum

Addendum Number:	1
Addendum Date:	5/19/2025
Project Name:	Energy Efficiency and Electrification One Stop Shop
Prepared By:	Lindsey Nieratka
To:	All bidders of record

This addendum amends the original RFP. Where any part of the RFP is amended, the unaltered provisions are to remain in effect.

Proposers must acknowledge receipt of any and all addenda as required by the General Requirements of the RFP and in Section 4 of this document. The acknowledgement page should be signed and included in the proposal document.

All requirements of the Contract Documents remain unchanged.

## Part 1 – Amendments to the RFP

1. None

## Part 2 – Attachments

1. None

## Part 3 – Questions & Answers

1. Over the course of the contract period, is the Village’s expectation that education and home assessments will primarily lay the groundwork for future upgrades, or that the program will also deliver deeper retrofit outcomes—such as electrification and energy efficiency upgrades—that directly support the Village’s six core commitments around emissions reduction and utility cost savings?

ANSWER: The primary purpose of this contract will be to lay the groundwork for future upgrades. Future iterations of the program may include deeper retrofits.

2. What volume of home retrofits (electrification and/or energy efficiency) does the Village aim to achieve during the contract period?

ANSWER: The volume will depend on available funding.

3. If awarded Contract 1 (program design), would the firm be considered for Contract 2 (implementation), or will that be a separate competitive process?

ANSWER: If awarded Contract 1, the firm will be able to negotiate Contract 2.

4. Of the \$300,000 budget for program design and implementation, is there guidance on how those funds should be allocated?

ANSWER: \$300,000 is the total budget allocated through the end of 2025. The budget request for 2026 will depend on program design.

5. Does the \$300K budget include direct homeowner support—such as rebates, energy audits, or other affordability measures—or is that funding expected to come from a separate or supplemental budget to further reduce out-of-pocket costs for residents?

ANSWER: \$300,000 is the total budget available for FY2025. This will include program design and, if Contract 2 is negotiated to start in 2025, the operations of the program which at minimum will include education and energy audits.

6. How will the implementation budget (Contract 2) be defined—based on the design in Contract 1, a fixed portion of the \$300K, or another mechanism?

ANSWER: The implementation budget will be based on the design in Contract 1.

7. Can the Village help subsidize or cover the cost of home assessments?

ANSWER: Yes, it is intended that the assessments will be paid by the Village and be free of cost to the participants.

8. Is the budget of \$300,000 intended for program design, program implementation, and also the cost of the building upgrades and retrofits? Or is the \$300,000 only intended for program design and program administration?

ANSWER: The \$300,000 is the budget allocated for 2025. This is intended to cover the cost of program design and any operations in 2025 including program administration and the cost of the energy audits.

9. Does the Village have a goal for the number of residential units or homes to be retrofitted or would this be developed during program design?

ANSWER: This will be developed during program design.

10. We would also like to understand the Village's long term vision for this program. How would it interact with a possible Building Performance Standard, for example? Does the Village anticipate increasing the funding or identifying a funding source over the long term, such as the next 5 years?

ANSWER: The Village will continue to seek additional funding for the program. The program will be a support to future Building Performance Standards should those be established and should be an incentive for covered buildings to participate in the mandatory benchmarking program currently in place.

11. The Village currently offers energy efficiency grants for single family homeowners, but are there plans to extend this or create a similar funding program for multifamily properties? Are there other local matching grants or cost sharing opportunities available that could be combined with external program, rebate, or grant funding?

ANSWER: The Village will continue to seek funding and opportunities to support multifamily properties. One of the proposed services in the One Stop Shop will be identifying external programs that may benefit participating properties.

12. Will any of the funds be intended for health and safety upgrades that may be needed prior to electrification or energy efficiency?

ANSWER: The Village has some funding for health and safety upgrades in a separate program. The One Stop Shop can connect participants to these programs.

13. Would the implementation partner continue collaboration with Climate Coaches as referral sources or educators?

ANSWER: Yes, it is anticipated that the Climate Coaches will continue to provide peer-to-peer advice and mentoring in the community.

14. Would the Village support the use of multiple technologies, product types, or equipment providers (e.g., different OEMs) to expand affordability and homeowner choice, as long as all performance and quality standards are met?

ANSWER: The Village would be supportive of multiple technologies, product types, and equipment providers. However, current Village grant programs only cover electric equipment.

15. Are there any specific technology restrictions or requirements for participating contractors?

ANSWER: Contractors must be registered with the Village. Current Village grant programs only cover electric equipment.

16. Is it the expectation of the Village that both the scope of work for Contract 1: Program Design and Contract 2: Program Management, Outreach, and Implementation be accomplished for \$300,000?

ANSWER: \$300,000 is the budget currently allocated to the program for FY2025. The FY2026 budget request will be made in part based on the outcome of the program design.

17. The RFQ indicates that the Village of Oak Park would like 40% of program benefits to go to the most vulnerable population and requires the development of a Program Plan that includes participant eligibility and verification processes. Will the Village be providing parameters/definitions outlining how to identify the most vulnerable population or their expectations on eligibility for the program?

ANSWER: Yes, this can be further defined in the program design process. The Village's [Existing Conditions & Vulnerability Assessment](#) provides information on vulnerable populations in the Village.

## Part 4 – Acknowledgement

I acknowledge the receipt of this addendum for the referenced project by signing the acknowledgement and returning it with the proposal. This acknowledgement must be signed and included with proposal.

Addendum Number:	
Date:	
Name:	
Signature:	
Company:	

End of Addendum