



**NEW
TRIER**
TOWNSHIP HIGH SCHOOL
DISTRICT 203

Request for Proposal Guaranteed Energy Savings Contract

April 9, 2026

**New Trier Township
High School District 203**

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Section 1 - RFP Overview

Invitation to submit an RFP

This is an invitation to submit a Request for Proposal (RFP) for a guaranteed energy savings contract. The proposal should focus on battery energy storage systems (BESS) at the Northfield Campus. In compliance with Illinois School Code 105 ILCS 5/19b, the guaranteed energy savings contract shall include a written guarantee of the qualified provider that either the energy or operational cost savings, or both, will meet or exceed within 20 years the costs of the energy conservation measures.

Proposals for a Guaranteed Energy Savings Contract are due at 10:00 a.m. on Wednesday, May 6, 2026, at the New Trier Township High School District 203 Administration Office located at 7 Happ Road, Northfield IL 60093.

The Qualified Provider to whom the work is awarded shall conform to the prevailing wage rates as determined by the Illinois Department of Labor, and all other criteria necessary for an Inflation Reduction Act direct payment rebates. The District requests three (3) sealed copies which must include a proposal with the content and be in the format described within the RFP. Performance and payment bonds are required of the successful contractor in an amount equal or greater than the cost of the job installation. Additionally, a certificate of insurance will be required of the successful contractor meeting or exceeding the

District's requirements.

The District reserves the right to terminate this project prior to proposals being received, to reject any and all proposals, and to be the sole judge of the value and merit of the proposals offered. Upon review of the proposals received in response to this RFP, the District may enter into a contract with the provider that best meets the needs of the District. The District will only consider those companies that meet all requirements listed in the RFP.

Inquiries Regarding RFP

Interested parties that have questions regarding the proposal documentation shall direct them to Mr. Jim Maile, Director of Physical Plant Services, in writing by email to mailej@newtrier.k12.il.us. Questions and answers will be shared in writing with all participating vendors.

The District will make such an investigation as it deems necessary to determine the ability of each vendor to fulfill requirements.

District Overview

New Trier High School serves approximately 3,600 students from the suburban communities of Glencoe, Kenilworth, Northfield, Wilmette, Winnetka, and portions of Glenview and Northbrook and consists of two campuses. Freshmen are assigned to the Northfield Campus at 7 Happ Road Northfield, IL. Sophomores, Juniors, and Seniors are assigned to the Winnetka Campus at 385 Winnetka Avenue in Winnetka, IL. A special education Transition Center is located in Glencoe, IL. The overall square footage of the district is approximately 1,250,000.

Section 2 - Timeline

April 9, 2026	RFP is posted on the Capital Development Board website
April 16, 2026	RFP is posted in the local paper
April 21, 2026	Mandatory pre-bid meeting, 3:30 p.m.
May 11, 2026	Proposals received at the District 203 Administration Office 10:00 a.m.
June 1, 2026	Board approves the selection of the Qualified Provider and associated Guaranteed Savings Contract recommended by Administration

Section 3 - Scope of Work **Scope of Work**

The Scope of Work the District is interested in a battery energy storage system (BESS) at their Northfield Campus that results in overall energy and/or operational savings. The successful bidder will be required to assist the District with all applications required for tax credits and any and all rebates and other incentives. The total impact of the installation costs and the incentives must be identified in the cash flow analysis provided with this proposal.

The District requires that all proposals delineate their payback timeline, net of any tax credits, rebates, and incentives. In compliance with Illinois School Code 105 ILCS 5/19b, the guaranteed energy savings contract shall include a written guarantee of the qualified provider that either the energy or operational cost savings, or both, will meet or exceed within 20 years the costs of the energy conservation measures.

Finally, the proposed project must meet all requirements of the Village of Northfield and the Village's fire department including assisting in the preparation of village submittals and attending all required village meetings.

Proposal Content

The District requests proposals for the implementation of these energy conservation measures at New Trier Township High School District 203 on a performance contracting basis. The District's objectives in issuing this RFP are to provide a competitive means in which to select a single Qualified Provider (accredited energy service company through the National Association of Energy Service Companies (NAESCO)) to perform the implementation of a guaranteed savings contract for energy conservation measures. The contract shall follow the Illinois School Code in the following RFP format.

Proposals must be submitted in the format outlined in this section.

For each proposal a checklist will be used in reviewing the proposal to determine if it is complete prior to actual evaluation. The District reserves the right to eliminate from further consideration any proposal deemed to be substantially or materially unresponsive to the requests for information contained herein.

Proposal Format

- A. Table of Contents
 - a. Responses shall include a table of contents properly indicating the section and page numbers of the requested information.
- B. Executive Summary
 - a. Responses shall include a concise abstract stating the respondent's overview of the project.
 - b. Project pricing/breakdown must be included in the summary.

C. Company Profile

Section C section should include the following information on the Qualified Provider.

1. Company Qualifications
2. Location of Office and Corporate Headquarters
3. Documentation of accreditation through the National Association of Energy Service Companies (NAESCO) (if applicable).
4. Resumes of all key project personnel. Include the name of the engineer(s) or engineering firm providing the design. Include the professional engineer (PE) numbers of all full-time employees of the Qualified Provider, with experience on Illinois projects and who will be working on this project.
5. References- List completed projects for BESS systems or other projects of a similar nature, Guaranteed Energy Savings Contracts (GESCs), or other relevant projects. For each project, list the date placed in service, and the total project size.
6. Litigation- List any projects with which the Provider has entered into litigation or arbitration during the past 5 years. Provide a brief summary detailing the litigation/arbitration. Omission of any past litigation may result in disqualification.

D. Technical Approach

Section D should contain the following information about the respondent's technical approach to meeting the District's energy conservation, operating cost reduction, and comfort objectives.

1. *Needs & Solutions:* Include a "Needs & Solutions" section explaining facility needs and solutions the Provider recommends for all proposed improvements.
2. *Scope of Work:* Proposals may include the following improvements and other improvements that the Provider may choose to offer. Improvements should be listed for any school where the Provider identifies needs and appropriate solutions.
3. *Engineering Approach:* Describe your firm's approach to the technical design of this project. Provide technical drawings indicating the

location of all proposed equipment, electrical interconnections, electrical conduit routing, new construction work, etc.

4. *Energy Engineering*: Provide a detailed explanation of how the Provider intends to calculate energy savings and what types of guarantees will be offered (utility bill analysis, actual measurements and stipulated savings and the cost of each option). Show the actual energy savings calculations.
5. *Contractor Selection*: Describe the process that the Provider utilizes to obtain their contractors and what criteria will be used to make the contractor selections.
6. *Equipment Selection*: Describe the process that the Provider utilizes to obtain the equipment to be used on the project and specifically what criteria will be used to make equipment selections.
7. *Installation Approach*: Describe how the Provider intends to implement the installation phase of the project in terms of approach, priorities, philosophies, timelines, change-orders and commissioning
8. *Performance Assurance*: Describe in detail the performance assurance processes that the Provider intends to utilize to ensure the building operates at peak performance both at the completion of the installation phase and throughout the contract term.
9. *Additional Information*: Supply any additional information about the Provider's technical approach to the project that may be included in the proposal.

E. Financial Aspects

Section E should contain the financial components of the proposed work as identified below.

1. *Pricing*: Describe in detail the process that the Provider intends to utilize to obtain the best prices for the District both initially and if additional work is required. Explain why this is the best approach.
 - a. Include the proposed preliminary construction costs and guaranteed energy savings amount for all proposed improvements for the facility.
 - b. Provide the pricing process for all work including

percentage markup for expected general conditions/internal costs, engineering labor, project management labor, and overhead and profit markup.

2. *Energy Savings*: Explain how the Provider intends to maximize energy savings and the advantage of the Provider's approach. Include in this proposal the provider's actual Guarantee Energy Savings Contract for the priced improvements along with all corresponding calculations. Break out actual (real dollar) energy and operational savings in the RFP response. Provide a Cash Flow analysis illustrating compliance with the Illinois School Code. The analysis must include all anticipated cash outlay, including first costs.
3. Energy Savings Results
 - a. Provide information regarding annual energy savings and what the district should expect. Detail how the report is generated. Include any information with regard to the cost and timing of the report.
 - b. Shortfalls: The Provider must include a summary of the reported annual savings for all completed projects. Any projects that did not meet the annual energy guarantee must be listed with an explanation for the shortfall.
 - c. Guarantee: In compliance with Illinois School Code 105 ILCS 5/19b, the successful contractor must provide a written guarantee that the energy or operational savings will meet or exceed 20 years the cost of the energy conservation measures.
4. Change Orders
 - a. The Provider must include a detailed explanation on how change orders would be processed including the proposed percentage markups for general conditions, insurance, bonds, overhead and profit for the Provider and any subcontractors of the Provider.

F. Implementation Plan

Section F should contain an implementation plan including dates describing how you intend to execute the project and the associated timeline.

1. Describe in detail your approach to project management for this energy conservation program.

2. Provide an implementation timeline as well as a staffing plan identifying key project management personnel.

Section 4 - Evaluation Criteria

The District will reject any proposal that does NOT meet the minimum criteria described in this RFP. For proposals meeting or exceeding the minimum criteria, the District will rate each proposal based on the criteria shown below.

- A. Ability of the Team to Successfully Implement the Program (35 points)
 - a. Reputation of the Provider for successfully implementing Battery Energy Storage systems or other similar systems.
 - b. Background and Proposals of the people responsible for implementing the proposed GESC. This includes in-house and contracted engineers and technicians responsible for the designing, programming, construction management, and commissioning of the project.
 - c. References of the company and people responsible for implementing the project.
- B. Technical Approach (35 points)
 - a. Refer to section 1-D for criteria
 - b. Preference will be given to proposals that include a detailed and sound technical approach to meeting the District's objectives.
- C. Financial Consideration & Net Economic Impact (20 points)
 - a. Refer to section 1-E for criteria
- D. Performance Guarantees (10 points)
 - a. Value offered by the energy savings guarantee.
 - b. Methodology and value of proposed measurement and verification plan.

End of Request for Proposals