

Item #2:

Village President Rodriguez

B. Residential Electricity Aggregation Referendum - *Update*

DATE: 12/01/2011
FAX TO: David Lothspeich
FAX #: (847)634-9408

BALLOT TEXT PROOF

Willard R. Helander
Lake County Clerk
18 N County Street Rm 101A
Waukegan, IL 60085

The following is your referendum text as it will appear on the ballot. Please proof it carefully.

Village of Long Grove

Public Question On Program For Aggregation Of Electricity

Shall the Village of Long Grove have the authority to arrange for the supply of electricity for its residential and small commercial retail customers who have not opted out of such program?

Proofing of the ballot text is only for typographical errors in data entry into the ballot production system. No change in the actual text adopted by the unit of government's Board can occur without a new Board resolution and re-certification to the County Clerk prior to the legal deadline. Bond issues must be reviewed and signed by Bond Counsel.

AUTHORIZED PROOF

I have proofread the exact wording and content of the question for placement on the **March 20, 2012 General Primary Election** ballot.

Unit of Government Approval: _____

(Signature)

(Print Name and Title)

Legal Counsel Approval: _____

(Signature)

(Firm)

Bond Counsel Approval: _____

(where applicable)

(Signature)

(Firm)

Sign and return via fax to (847)625-7029 as soon as possible. If you have any questions, contact the Elections Department at (847)377-2314.

DATE: 12/06/2011
FAX TO: David Lothspeich
FAX #: (847)634-9408

LEGAL NOTICE PROOF

Willard R. Helander
Lake County Clerk
18 N County Street Rm 101A
Waukegan, IL 60085

NOTICE OF ELECTION Village of Long Grove Lake County, Illinois

NOTICE IS HEREBY GIVEN that at the **General Primary Election** to be held on **Tuesday, March 20, 2012**, the following proposition will be submitted to the voters of **Village of Long Grove, Lake County, Illinois**:

Public Question On Program For Aggregation Of Electricity

Shall the Village of Long Grove have the authority to arrange for the supply of electricity for its residential and small commercial retail customers who have not opted out of such program?

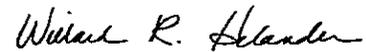
The purpose of the public question is to determine whether the Village of Long Grove should be authorized to adopt an ordinance creating a program to allow the Village to solicit bids and enter into service agreements for the sale and purchase of electricity and related services and equipment to residential and small commercial customers in the Village who do not choose to opt out of the program.

Voters must vote at the polling place designated for the election precinct within which they reside.

The polls at said election will be open from 6:00 AM and continued open until 7:00 PM of that day.

By order of the County Clerk of Lake County, State of Illinois.

Dated this Tuesday, December 6, 2011.



Willard Rooks Helander
Lake County Clerk

Proofing of the ballot text is only for typographical errors in entry into the Lake County Clerk's ballot production system. Any change in the actual text as certified must be adopted by the unit of government's Board action and re-certified by the legal filing deadline. Bond issues must be reviewed and signed by Bond Counsel. It is always recommended that legal counsel review and approve all referenda prior to certification in this office.

AUTHORIZED PROOF

I have proofread the exact wording and content of the question for placement on the **March 20, 2012 General Primary Election** ballot, and have indicated any changes to be made on this sheet.

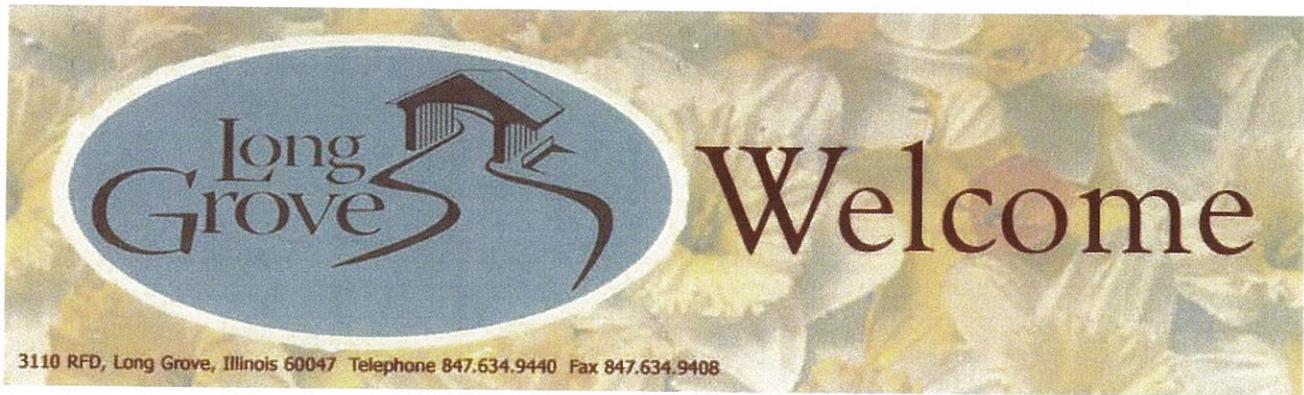
Ok as is: _____ Ok with changes: _____

Unit of Government Approval: _____
(Signature) (Print Name and Title)

Legal Counsel Approval: _____
(Signature) (Firm)

Bond Counsel Approval: _____
(where applicable) (Signature) (Firm)

Sign and return via fax to (847) 625-7029 at your earliest convenience. If you have any questions, contact the Elections Department at (847) 377-2314.



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- [Government](#)
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- [Planning and Zoning](#)
- [Village and Zoning Code](#)
- [Village Budget and Financials](#)
- [Links](#)

Today is Thursday, December 08, 2011.

Welcome to the Village of Long Grove's website.

Village of Long Grove Electricity Aggregation Referendum – March 20, 2012. Please click on the links below for detailed information.

[Vote March 20, 2012 – An Opportunity To Lower Your Electric Bills](#) (PDF file).

[Questions & Answers about Electric Aggregation](#) (PDF file).

[How Can I Learn More About Electricity Aggregation?](#) (PDF file).

2011-2012 IEPA Burn Permit Application

[Click here](#) for information about properties covered under Long Grove's 2011-2012 IEPA Burn Permit Application. [Click here](#) (PDF file) to download a form to request to add a property to the burn permit.

"Ruse" Burglary Community Alert

[Click here](#) for entire notice.

Interested in Volunteering? Download and complete a [Volunteer Profile Form](#) (PDF file).

Upcoming SWALCO Household Chemical Waste Collections. [Click here](#) to visit SWALCO's website.

Connect-CTY

Connect-CTY, a new village-to-resident notification system has been launched. If you have NOT already received a test phone call from us, or you would like to provide additional contact information, please click the *Connect-CTY* image at the right to sign up. [Click here](#) for more information.

Looking for a downloadable form? [Click here.](#)

Sign up for our Email Newsletter

Privacy by SafeSubscribe™
For Email Marketing you can trust

[Long Grove, IL](#)

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26°F
Cloudy

Feels Like: 19°F
Humidity: 73%
Wind: SW at 6 mph

Enter city/zip

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[5 Car Repairs You Don't Need](#)

Disclaimer: This website is provided as a courtesy to residents and other visitors. Every attempt has been made to ensure the accuracy of the information provided. The Village of Long Grove assumes no liability, either directly or indirectly, from damages incurred as a result of information contained on this website. Please contact the village office at 847-634-9440 if you have any questions about the content of the website.

David Lothspeich

From: Sherry Shlagman
Sent: Monday, December 05, 2011 4:25 PM
Subject: Aggregation of Electricity

**VILLAGE OF
BUFFALO GROVE**



From the Desk of ...

Ghida S. Neukirch, Deputy Village Manager
Village of Buffalo Grove
50 Raupp Boulevard
Buffalo Grove, Illinois 60089
Tel: 847-459-2525; Fax: 847-459-7906
gneukirch@vbg.org

PRESS RELEASE

December 1, 2011

MARCH 20 REFERENDUM ELECTORS VOTE ON AGGREGATION OF ELECTRICITY

On March 20, 2012, registered voters of Arlington Heights, Buffalo Grove, Lincolnshire, Long Grove, Palatine, Vernon Hills, and Wheeling will have an opportunity to vote on a program called Community Choice Aggregation. Residents will vote if their village may seek competitive pricing bids for electrical services under a single contract that would include residents and small businesses.

In 2010, the Illinois State legislature gave municipalities a tool to help taxpayers save money. Villages are able to seek competitive pricing for the provision of electricity to resident and small businesses. In order to seek competitive prices for electrical services in one contract, village's needs approval from registered voters through a referendum. Area communities have been working together on the Community Choice Aggregation initiative. By working together and leveraging a larger pool under a single contract, it is believed that resident and small business consumers in the participating municipalities will have lower electric bills and save money.

certified wholesale electric suppliers to submit bids for this initiative. Each municipal board would accept the best bid based on the lowest price, and based on the supplier who best meets the evaluation criteria established by the participating municipalities. Since electric prices would be lower, residents and business electric bills would decrease.

Each electric customer would be contacted by the selected new electricity supplier. If individuals do not want to participate in the program, they may opt out of the program and stay with their current electric supplier. If residents and small businesses already have a contract with an electric supplier other than ComEd, they could opt-in when their contract expires. Customers could also select if they want to pursue green or renewable energy.

To learn more about this initiative, contact your municipality at the number below or email electricityagg@vbg.org:

Arlington Heights	847-368-5000
Buffalo Grove	847-459-2525
Lincolnshire	847-883-8600
Long Grove	847-634-9440
Palatine	847-359-9050
Vernon Hills	847-367-3700
Wheeling	847-279-6900

For further information, please visit the Village website at www.longgrove.net.

Sherry Shlagman
Administrative Assistant
847-634-9440

This email is intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended recipient, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by collect telephone call and return the original copy to us at:
3110 RFD, Long Grove, IL 60047 by US mail. We will reimburse you for postage.

David Lothspeich

From: gneukirch@vbg.org
Sent: Monday, December 05, 2011 10:06 PM
Subject: Request for Proposals - Community Choice Aggregation of Electricity Consulting and Professional Services

Attachments: Consultant Scope 11-30-2011 FINAL.pdf

Representatives from the communities of Arlington Heights, Buffalo Grove, Lincolnshire Long Grove, Palatine, Vernon Hills and Wheeling are working together to aggregate residential and small commercial retail electrical loads located within each of the communities. The communities seek to operate the aggregation program as an opt-out program pursuant to the requirements of Section 1-92 of the Illinois Power Agency Act. At the Village of Buffalo Grove Board meeting on this date, December 5, 2011, the Corporate Authorities unanimously approved a Request for Proposal for professional and consulting services as part of the community choice aggregation of electricity initiative. Buffalo Grove is serving as the lead agency on behalf of the communities. Attached is the RFP for your review and consideration. Proposals are due no later than 3:00 p.m. on Tuesday, January 3, 2012.

Ghida S. Neukirch
Deputy Village Manager
Village of Buffalo Grove
847-459-2525 - tel
847-459-7906 - fax
gneukirch@vbg.org - email

cc: CCA Partners - Arlington Heights, Buffalo Grove, Lincolnshire Long Grove, Palatine, Vernon Hills, Wheeling

12/7/2011

VILLAGE OF BUFFALO GROVE

Request for Proposals (RFP)

**Scope of Services
Professional and Consulting Services
Community Choice Aggregation of Electricity**



Issued by:

Village of Buffalo Grove
50 Raupp Blvd.
Buffalo Grove, Illinois 60089
Staff contact: Ghida S. Neukirch
Deputy Village Manager
Email: gneukirch@vbg.org
Tel: 847-459-2525

Proposals are due no later than 3:00 p.m. on Tuesday, January 3, 2012.

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DISCLAIMER

This RFP is for information and planning purposes only. It does not bind the Village of Buffalo Grove to any agreement based upon the response submitted, or to pay for any proposals or for any information solicited or provided. The Village of Buffalo Grove reserves the right to reject any or all proposals, to waive technicalities, to negotiate any proposal, and to accept any proposal deemed to be in the best interest of the Village of Buffalo Grove.

Proposal materials become property of the Village of Buffalo Grove and cannot be returned.

PROJECT BACKGROUND & OBJECTIVE

Representatives from the communities of Arlington Heights, Buffalo Grove, Lincolnshire Long Grove, Palatine, Vernon Hills and Wheeling (hereinafter "Consortium") are interested in working together to aggregate residential and small commercial retail electrical loads located within each of the communities. The Consortium seek to operate the aggregation program as an opt-out program ("Program") pursuant to the requirements of Section 1-92 of the Illinois Power Agency Act (20 ILCS 3855/1-92)("Act"). The Consortium is issuing this joint Request for Proposal to provide for the services as set forth herein.

Following is a breakdown of the population and housing units for each community:

NAME	2010 Census	
	Population	Housing units
Arlington Heights	75,101	32,795
Buffalo Grove	41,496	17,034
Lincolnshire	7,275	3,396
Long Grove	8,043	2,593
Palatine	68,557	28,621
Vernon Hills	25,113	9,956
Wheeling	37,648	15,397
TOTAL	263,233	109,792

Source: CMAP with Census 2000 SF-1 and Census 2010 PL94-171 totals

SCOPE OF WORK

Proposers shall provide a fixed rate cost for each of the following tasks:

- 1) The Consortium shall draft a Request for Proposal ("RFP") and specifications for solicitation of bids for an electric supply contractor for an opt-out electricity aggregation program pursuant to the requirements of Section 1-92 of the Illinois Power Agency Act (20 ILCS 3855/1-92)("Act"). The selected consultant shall review the RFP and provide guidance to the Consortium on possible modifications.
- 2) Attend a meeting with the Consortium to review the draft RFP. The meeting will involve reviewing the options available as part of community choice aggregation,

interview prospective electrical suppliers, and present findings from proposal analysis. Consultant expenses to attend the meetings shall be provided based on an hourly rate, not to exceed 3 hours.

- 3) Review proposals for electric supply, submit an analysis of the results, and present recommendations to the Consortium.
- 4) Develop and provide in writing implementation strategies to the Consortium.

This project will be completed under the general direction and coordination of the Village of Buffalo Grove.

TIMEFRAME

1. November, 2011. Each of the communities approved a resolution placing a referendum on the ballot concerning electricity aggregation.
2. December, 2011 through March, 2012. The Consortium will market the program through a combined effort utilizing all municipal communication media available including but not limited to newsletters, electronic news, government access cable, press release to local news media, and board meeting announcements.
3. December 5, 2011 – Buffalo Grove Corporate Authorities would waive bids and approve said Request for Proposals.
4. January 3, 2012 – proposals from prospective consultants are due to the Village of Buffalo Grove no later than 3:00 pm. Village of Buffalo Grove, 50 Raupp Blvd, Buffalo Grove, Illinois 60089.
5. Week of January 9, 2012 – The Consortium shall interview select consultants.
6. February 6, 2012. The Village of Buffalo Grove shall enter into a contract for professional and consulting services on behalf of the Consortium.
7. By February 7, 2012. Each municipal board of the Consortium will approve an Intergovernmental Agreement between the participating municipalities.
8. January – March, 2012. A minimum of two public hearings will be held prior to the acceptance of any bids. The list of the public hearings will be promoted by the Consortium.
9. Tuesday, March 20, 2012. General Primary Election Day. Registered voters of each of the communities would have the opportunity to vote on the referendum question regarding community choice aggregation of electricity.
10. March-April, 2012. The communities will work together and issue the bid document that each municipal board or council would approve for their respective community.

11. May, 2012. Contract acceptance. Each municipal board or council would enter into their own contract for electricity supply based on their review of the bids received.

PROPOSAL REQUIREMENTS FOR SUBMISSION

Proposals must contain the following information:

1. Introduction

- a. Letter of Intent reflecting the consultant's understanding of the project.
- b. Names and addresses of all firms involved in the project. Related projects on which each firm has performed comparable work during the last five years. Please indicate references for each project.
- b. Names, addresses and responsibilities of key personnel participating in the project. Please include resumes for key personnel, including educational experience. Clearly specify which personnel will work on various aspects of the project. Include designation of project principal and project manager.
- a. Project timeline, including an estimated date of completion for the project with a breakdown of the number of hours required per task and cost per task.
- b. Names, addresses and telephone numbers of a minimum of three (3) references for similar projects.
- c. Description of the consultant's approach to the project and a proposed work plan.
- d. Describe your approach to marketing and consumer education regarding municipal aggregation.
- e. Cost of services for all work identified herein. Additional contracted work may be necessary; an hourly rate of services shall be identified.

2. Illinois Industry Experience

- a. Number of years the consultant has been involved in energy markets in Illinois.
- b. Number of years of consulting and brokering experience in Illinois.
- c. Identification of the single largest aggregation or community wide energy program the company has created and managed with a municipality in Illinois.
- d. Describe consultant expertise in price discovery in the wholesale electricity market.
- e. Describe consultant experience with the PJM regional transmission operator in Illinois.
- f. Describe consultant expertise in risk analysis and pricing capabilities for residential and small business load profiles.
- g. Identification if the consultant has previously run aggregation programs in Illinois or other states. List the fee structure (in terms of dollars per kilowatt-hour) used in each of those aggregations.
- h. Describe the method to ensure accurate consumer switching and billing.
- i. Describe consultant experience and ability to provide customer service including specific examples regarding residential and small business customers that may contact the Consortium with questions about aggregation.

3. Financial Stability
 - a. List annual revenue for calendar year periods ending in 2009, 2010 and June 30, 2011.
 - b. Identify the percentage of revenue generated by commission payments from electricity suppliers.
 - c. Describe any business relationships with licensed suppliers in Illinois that the consultant currently has.
4. Licenses and Performance
 - a. Identification if the consultant has an Illinois energy broker license.
 - b. List all other relevant licenses issued by any state and/or federal agencies.
5. Energy Efficiency, Demand Response, Sustainability
 - a. Describe the consultant's ability to implement energy efficiency audits and/or efficiency projects.
 - b. Describe the consultant's ability to implement demand response programs.
 - c. Describe the consultant's ability to implement sustainability and/or "green" programs.

PROJECT FUNDING

Consultant expenses may be provided based on reimbursement from the selected electric supply contractor. Prices for services should be provided based on this option or reimbursement by each community within the Consortium.

The Village of Buffalo Grove shall serve as project manager.

EVALUATION CRITERIA

The Consortium will evaluate all submitted proposals. The Village reserves the right to select the proposal that it deems to be in the best interest of the project. The selection of the consultant will be based on the following criteria:

1. Consultant understanding and familiarity with the Communities' needs, goals, objectives, the work involved and the nature of the project.
2. Proposal submission.
3. Previous experience and capabilities in comparable projects and the consultant's technical experience.
4. Past record of performance on contracts with other governmental agencies, including such factors as control of costs, quality of work and ability to meet schedules.

5. Capacity of the consultant to perform work within the time limitations.
6. Qualifications of the individuals who will have direct involvement with the tasks of this project.
7. Cost.

STAFF CONTACT

Questions about the Request for Proposals may be directed to Ms. Ghida S. Neukirch, Deputy Village Manager, by phone at 847-459-2525 or email at gneukirch@vbg.org.

INSTRUCTIONS FOR SUBMISSION

1. Qualified professional consultant firms should submit fifteen (15) copies of the proposal no later than 3:00 pm on December 2, 2011. Submit executed Public Contract Certifications.
 2. Submissions should be directed to:

Ms. Ghida S. Neukirch, Deputy Village Manager
Village of Buffalo Grove
50 Raupp Blvd.
Buffalo Grove, IL 60089
 3. Proposals should be sealed and clearly labeled: *Sealed Proposal: Village of Buffalo Grove, Community Choice Aggregation of Electricity.*
-

VILLAGE OF BUFFALO GROVE PUBLIC CONTRACT CERTIFICATIONS

The Village of Buffalo Grove is required to obtain certain information in the administration and awarding of public contracts. The following statements shall be subscribed and sworn to.

CERTIFICATION OF CONTRACTOR/BIDDER

In order to comply with 720 Illinois Compiled Statutes 5/33E-1 et seq. the Village of Buffalo Grove requires the following certification be acknowledged:

The below-signed bidder/contractor hereby certifies that it is not barred from bidding or supplying any goods, services or construction let by the Village of Buffalo Grove with or without bid, due to any violation of either Section 5/33 E-3 or 5/33 E-4 of Article 33E, Public Contracts, of the Chapter 720 of the Illinois Compiled Statutes , as amended. This act relates to interference with public contracting, bid rigging and rotating, kickbacks, and bidding.

CERTIFICATION RELATIVE TO 65 ILCS 5/11-42.1-1

In order to comply with 65 Illinois Compiled Statutes 5/11-42.1-1 the Village of Buffalo Grove requires the following certification :

The undersigned does hereby swear and affirm that: (1) it is not delinquent in the payment of any tax administered by the Illinois Department of Revenue or (2) in contesting in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of the tax. The undersigned further understands that making a false statement herein: (1) is a Class I Misdemeanor and (2) voids the contract and allows the Village to recover all amounts payable to it under the contract.

CONFLICT OF INTEREST

The Village of Buffalo Grove Municipal Code requires the following verification relative to conflict of interest and compliance with general ethics requirements of the Village:

The undersigned supplier hereby represents and warrants to the Village of Buffalo Grove as a term and condition of acceptance of this (bid or purchase order) that none of the following Village officials is either an officer or director of supplier or owns five percent (5%) or more of supplier. The Village President, the members of the Village Board of Trustees, the Village Clerk, the Village Treasurer, the members of the Zoning Board of Appeals and the Plan Commission, the Village Manager and his Assistant or Assistants, the heads of the various departments within the Village.

If the foregoing representation and warranty is inaccurate, state the name of the Village official who either is an officer or director of your business entity or owns five percent (5%) or more thereof.

Print Name of Contractor/Bidder/Supplier

Signature

Title

Subscribed and Sworn to before me this _____ day of _____, 2012.

Notary Public

Notary Expiration Date