

UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

Facilities & Services
Physical Plant Service Building

1501 South Oak Street
Champaign, IL 61820



February 1, 2018

Solar Farm 2.0 Ad Hoc Advisory Committee

Morgan White	Facilities & Services (F&S), Sustainability - Chair
Kent Reifsteck	F&S Utilities & Energy Services (UES)
Mike Marquissee	F&S UES Business Services
Keith Erickson	F&S UES Utilities Distribution
Justin Johnston	Purchasing Division
Brent Lewis	F&S Capital Programs
Jason Sweet	University Counsel
Scott Willenbrock	Provost Fellow for Sustainability
German Bollero	ACES
Matthew Tomaszewski	Provost Office

Dear Colleagues:

The University of Illinois has committed to becoming carbon neutral by 2050 at the latest, and the Illinois Climate Action Plan (iCAP) provides us with a strategic plan to help achieve that goal. The [2015 iCAP objective #3.2](#) is to expand on-campus solar energy production, generating 25,000 MWh/year by FY25.

In fall 2017 the Energy Generation, Purchasing, and Distribution (eGen) Sustainability Working Advisory Team (SWATeam) provided a recommendation to expand the existing solar farm or install a new large-scale solar installation to the iCAP Working Group (iWG). The iWG assessment supported the recommendation and forwarded it to the Sustainability Council in December 2017. At the council meeting, Chancellor Jones directed F&S to proceed with an evaluation of the opportunity by soliciting proposals for a second solar farm.

This ad hoc advisory committee will provide input and guidance to F&S during this process. The committee members may also be asked to participate in some of the following activities related to preparation and evaluation of the Request for Proposals (RFP).

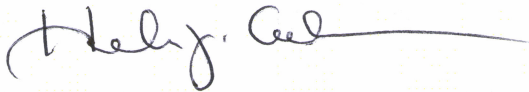
1. Complete a formal site selection and obtain Chancellor Capital Review Committee (CCRC) approval.
2. Communicate with local community members to address any questions or concerns they may have about the proposed installation.
3. Complete a Survey of Plat for the proposed site, to be used with the proposed lease agreement.
4. Determine technical specifications for the RFP, including scope of work to be completed by the vendor and design review requirements.

5. Publish the RFP and answer questions from potential vendors.
6. Evaluate proposals and costs.
7. Select preferred vendor, and seek approval to proceed with agreements.
8. If approved to proceed, complete the power purchase and lease agreements.

The responsible party for this project is Utilities & Energy Services, led by Director Kent Reifsteck. Brent Lewis, Capital Planning Landscape Architect, will provide support from Capital Programs for project management. Justin Johnston will provide guidance regarding the RFP purchasing requirements and identify the assigned Buyer for managing the RFP. Jason Sweet will provide legal advice regarding contractual language and procedures. Morgan White has agreed to serve as chair of this committee.

The timeline for this project will be discussed at the initial meeting. It is desired that the RFP be prepared for solicitation by August, 2018. We appreciate your willingness to serve on this committee to evaluate options and costs for meeting our iCAP objective of on-campus solar generation. Please contact Morgan White at mbwhite@illinois.edu if you have any questions.

Sincerely,



Helen Coleman
Interim Executive Director
Facilities & Services

CC: Chancellor Robert Jones
Provost Andreas Cangellaris
Director Evan DeLucia, iSEE