



**DEPARTMENT OF PUBLIC WORKS**

*Environmental Sustainability Division*

**m e m o r a n d u m**

**TO:** Mayor Diane Wolfe Marlin and City Council Members  
**FROM:** William R. Gray, Public Works Director  
Scott R. Tess, Environmental Sustainability Manager  
**DATE:** November 27, 2017  
**SUBJECT:** Ameren Staffing Grant

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**Background**

On March 20, 2017, the City of Urbana published a Request for Proposal (RFP) for a Guaranteed Energy Savings Project. The purpose of the RFP was to select an energy services company to engage in a design/build project that will catch up on a backlog of deferred maintenance thereby avoiding emergency equipment replacement, consolidate multiple design and build procurements, increase energy efficiency, and create utility bill savings. On August 17, 2017, the City selected CTS to conduct an investment grade audit (IGA) of the City's facilities and street lights. CTS has conducted the IGA at their risk without any payment from the City. The IGA is the basis for a guaranteed energy savings contract. State statute 50 ILCS 515/ requires that cities pursuing a guaranteed energy savings contract have the proposal reviewed by a professional engineer or registered architect.

The City of Urbana has applied for and received pre-approval for an Ameren Staffing Grant to offset the costs of hiring an engineering firm to provide the statutorily required proposal review. The total amount offered by Ameren is \$9,000.00 pro-rated on the actual amount of energy saved by the project compared to estimates. A budget amendment for this item will be presented to City Council at a later date with other budget amendments.

**Resolution**

The Resolution Accepting an Ameren Illinois Energy Efficiency Staffing Grant Incentive will authorize the Mayor to accept the Pre-Approval for the Grant.

**Recommendation**

Approval of the resolution is recommended.

**RESOLUTION NO. 2017-11-075R**

**A RESOLUTION ACCEPTING AN AMEREN ILLINOIS ENERGY EFFICIENCY STAFFING GRANT INCENTIVE**

**WHEREAS**, the City of Urbana (“City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Resolution constitutes an exercise of the City’s home rule powers and functions as granted in the Illinois Constitution, 1970; and

**WHEREAS**, the City is committed to the sustainable management of natural resources to promote the health and wellbeing of all people and future generations; and

**WHEREAS**, pursuant to Section 10 of the Local Government Energy Conservation Act, 50 ILCS 515/10, the City has selected a qualified business, whose employees are experienced and trained in the design, implementation, or installation of energy conservation measures, to perform an investment grade energy audit to analyze the benefits of implementing specific energy efficiency measures designed to reduce energy and water use and related costs at City-owned facilities; and

**WHEREAS**, Section 10 requires a licensed architect or registered professional engineer to evaluate such audit to determine whether the proposed energy conservation measures will reduce the amount of energy consumed, the operating costs, or both; and

**WHEREAS**, the City has applied for an Ameren Illinois Energy Efficiency Staffing Grant Incentive, and Ameren has approved a \$9,000 grant pursuant to the terms of the Pre-Approval Notification letter attached to this Resolution; and

**WHEREAS**, such grant will enhance and strengthen the City’s energy conservation efforts by allowing the City to offset the cost of hiring a licensed architect or professional engineer to provide the statutorily required energy audit review; and

**WHEREAS**, the City Council, after due consideration, finds that the acceptance of the Ameren Illinois Energy Efficiency Staffing Grant Incentive, upon such terms as contained in the Pre-Approval Notification letter, is in the best interests of the residents of the City and is desirable for the welfare of the City’s government and affairs.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS**, as follows:

**Section 1.**

An Ameren Illinois Energy Efficiency Staffing Grant Incentive is hereby accepted by the City, substantially upon such terms as contained in the copy of the Pre-Approval Notification letter attached hereto and hereby incorporated by reference.

**Section 2.**

The Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver said Pre-Approval Notification letter as so authorized and approved for and on behalf of the City of Urbana, Illinois.

**Section 3.**

From and after the execution and delivery of such Pre-Approval Notification letter, the Public Works Director, or his designee, is hereby authorized and directed to perform all acts necessary on behalf of the City of Urbana to carry out the purpose and intent of this Resolution.

**PASSED BY THE CITY COUNCIL** this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

AYES:

NAYS:

ABSTENTIONS:

\_\_\_\_\_  
Charles A. Smyth, City Clerk

**APPROVED BY THE MAYOR** this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Diane Wolfe Marlin, Mayor



## Award-Winning Energy Efficiency Programs

[AmerenIllinoisSavings.com](http://AmerenIllinoisSavings.com)

September 8, 2017

Scott R Tess  
Environmental Sustainability Manager, City of Urbana  
706 S Glover Ave  
Urbana, IL 61802

Re: Ameren Illinois Energy Efficiency Staffing Grant Incentive  
Pre-Approval Notification: Project: 1800037; City of Urbana

Dear Scott R Tess:

We have completed our review of your Ameren Illinois Energy Efficiency Staffing Grant Incentive application and are pleased to inform you that your request for incentive funds has been pre-approved in the amount of \$9,000.00. Due to the nature of this program and the amount of staffing grant incentive dollars Ameren Illinois Energy Efficiency has committed, your pre-approval is contingent on your compliance with the terms and conditions outlined below:

- A signed and dated copy of this letter must be returned by **November 1, 2017** (fax to 309.677.7950 or email to [IllinoisBusinessProjects@Ameren.com](mailto:IllinoisBusinessProjects@Ameren.com))
- Completion of a pre-installation inspection by a member of the Ameren Illinois Energy Efficiency team—including a site inspection, a client contact meeting, and project review—by **December 1, 2017**
- Completion and submission of all applicable project applications. **\*\*Please note you have successfully completed the application for staff funding; now you must separately complete the application for incentives applicable to your project(s) by April 1, 2018.** Individual project incentives will be based upon the application available at the time of project submission.
- Projects cannot be started until after individual project applications are submitted and pre-approved. Please allow sufficient time in your timeline for this reason and keep in mind that all projects must show evidence of execution (e.g. POs) by **September 1, 2018**.
- Monthly communication with a member of the Ameren Illinois Energy Efficiency team to discuss the progress of projects is required. This communication will begin immediately and continue until all projects proposed under your staffing grant application are installed and final completion paperwork has been submitted.
- Notify Ameren Illinois Energy Efficiency once ALL projects have been submitted.
- Incentives for projects and staffing grants completed after **December 31, 2017** are contingent upon approval of the budgets and structure of the Ameren Illinois Energy Efficiency Program for 2018 and beyond.
- Please be aware that some projects may only receive incentives for eligible equipment if it is (1) self-installed by an employee of the Ameren Illinois customer listed on the application, or (2) installed by an Illinois Commerce Commission-approved Certified Installer where required.

If there is any change in project scope, projected energy savings, or estimated completion date, **you must contact Ameren Illinois Energy Efficiency as soon as possible.**

If the customer signed version of this letter is not received by November 1, 2017, or if monthly contact is not maintained, **Ameren Illinois Energy Efficiency reserves the right to revoke the entire staffing grant incentive amount.**

In addition, the amount of the staffing grant is dependent on the projected energy reductions provided in your staffing grant application, as well as the completion date of your project. **The final Staffing Grant amount will be pro-rated based upon how much energy was saved by the project(s) completed by May 1, 2019 compared to your estimates of 2,830,188 kWh and 256,673 therms.** Applicable project incentives will still apply to all energy-efficient projects completed after this time, but they will forego their portion of the Staffing Grant funding. Projects submitted or started prior to the date of this letter are not eligible for Staffing Grant funding.

It is critical that you clearly understand the requirements outlined in this letter and your signature below is indication that you do understand and will comply with these requirements.

Thank you for your participation in the Ameren Illinois Energy Efficiency Programs. If you have any questions about your staffing grant project, please do not hesitate to contact John Lavalley at 314.770.3064 or [lavalley@leidos.com](mailto:lavalley@leidos.com).

Sincerely,

***Leidos, Inc. - An Ameren Illinois Energy Efficiency Contractor***

Customer Printed Name \_\_\_\_\_

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_