October 10, 2019

DuPage County - Procurement Services
421 N. County Farm Road
Wheaton, IL 60187

Re: Environmental Education Services - RFP #19-098-BZ

To: Debby Thompson

SCARCE is an award winning, 501 (c) (3) not for profit environmental education and action organization, based in DuPage County for 29 years.

We have developed innovative programs and activities to educate children and residents of all ages about the importance of waste reduction, recycling & solid waste education, composting & gardens, renewable energy & energy efficiency and the environmental benefits of local consumerism.

SCARCE is located at 799 Roosevelt Road Building #2 in Glen Ellyn, IL 60137. I am the Founder and Executive Director. I am the point of contact. My email address is scrapkay@aol.com and our phone number is 630-545-9710.

The entire team at SCARCE is eager to continue to work with the DuPage County Environmental Division to protect and conserve our natural resources and conserve energy for today and the future.

Very sincerely,

SIGNATURE ON FILE

Kay McKeen
SCARCE - Founder and Executive Director
Firm Qualifications

SCARCE (School and Community Assistance for Composting and Recycling Education) is an award-winning 501C3 nonprofit located in Glen Ellyn, Illinois. The SCARCE Sustainability Center provides a space for workshops, in-services, environmental programs, student fields trips and meetings. Established in 1990, our goal is to enhance sensitivity to waste and environmental impact; channel waste more productively; and advocate for systemic change by:

- providing innovative, hands-on environmental education and certification programs to affect the knowledge and attitudes of individuals, schools, communities, businesses, and corporations.
- demonstrating and encouraging care for our natural resources by rescuing schoolbooks, educational materials and other items and channeling them to their “highest and best use” giving people a way to take direct action.
- influencing the policies that help people act as whole communities, to make a collective difference.
- answering calls and emails as a trusted and established resource for the community, businesses, schools and general public.
- strengthening our relationships with all municipalities in DuPage County.
- working with businesses through our certification program, offering volunteer opportunities, being a reliable source for solid waste education assistance and providing an outlet for reusing office furniture and materials.
- designed the DuPage County Solid Waste Education Center in Carol Stream.

Our Mission

Our mission is to preserve and care for the earth’s natural resources while working to build sustainable communities. Instilling sustainable and environmentally conscious behavior begins with education, and we serve as an instrumental connection between those looking to get rid of items and those in need.

Our Impact

We help people discover how easy it can be to make a satisfying difference for our kids, for our environment, for our future...and often for all three at once.

Why SCARCE

SCARCE provides a robust portfolio of environmental education programs and prestigious certifications that give schools, companies, and organizations the power to reduce their environmental impact and save money. Our expert staff holds advanced degrees in
environmental, education and community services, as well as LEED accreditation, and we hold several prestigious titles and awards for our commitment to green practices and programming. SCARCE has held a DuPage County contract since 2003.

To Date, In 2019, SCARCE:
- impacted over 39,000 people through environmental education
- worked directly with 800 teachers, impacting students for years to come
- provided a total of 459 education programs throughout Illinois to schools, municipalities, park districts, libraries, scout groups, businesses and other not for profit organizations

Recent Awards:
- Community Promise Award 2019 by the College of DuPage
- Nonprofit Executive of the Year - West Suburban Philanthropic Network 2017
- Re-Generation Education Award 2004 by the US Green Building Council Chicago Chapter
- Illinois Recycler of the Year 2016 by the Illinois Recycling Association
- Illinois Recycling Hero Award 2009 by the Illinois Recycling Association
- Illinois Recycler of the Year 2016 by the Illinois Recycling Association
- Illinois Recycling Hero Award 2009 by the Illinois Recycling Association

For a complete list of awards and recognitions, see Addendum A
Grant Monies Received to Enhance and Supplement Our Work with DuPage County

Over the years, SCARCE has received numerous grants totaling over $30,000 that enhance our County contract work to provide the best possible services to schools, businesses and the community. Grants received supported:

- Ten (10) RX medicine collection bins distributed to 10 different DuPage municipalities
- Glenside Fire Department Syringe Collection Bins
- Community Garden Tour
- Food Scrap Composting Tour
- Portable RX medicine collection bin for City of Elmhurst
- Cooking Oil Collection Totes, including one for Greene Valley Waste Water Treatment Facility in Woodridge
- 200 No Idling Signs

SCARCE Environmental Educational Initiatives

SCARCE provides award-winning programs that teach people how and why they should take action to protect our shared resources. We work with schools, businesses, government agencies, non-profits, and community groups to make positive changes for our planet.

- In 2005, SCARCE developed a graduate credit and continuing education class for local teachers called Where is Away. This 5 day course, in its 15th year, takes teachers on tours of places like commercial compost facilities, recycling sorting centers, working and closed landfills, sanitary treatment plants and reuse centers. Our professional staff provides education during the tour and afterwards at the SCARCE Sustainability Center.
- In 1991, SCARCE developed the Earth Flag certification program and later, the Ecology Flag certification program. Schools, businesses and organizations can be certified by completing steps including waste reduction, education, recycling efforts and improving energy efficiency.
- SCARCE developed and facilitated multiple hands on, environmental education classroom programs, school assemblies, business lunch-n-learns, staff in-services and community programs.
- The founder and executive director of SCARCE has been continuously working with municipalities since 1986 on one-day recycling collection events. In 2019, SCARCE helped coordinate 19 one day recycling collection events with over 8300 residents participating in the drop offs.

Legislation

To deepen our environmental impact, SCARCE is proactive in passing numerous state laws that protect people and the planet. Through legislation, we aim to keep harmful chemicals out of the environment and promote and enable environmentally-friendly practices leading to a healthy
and sustainable future for all. We work closely with the Illinois Environmental Council and appreciate the hard work that our elected officials have done to pass this important legislation.

Our Legislative Accomplishments:

- **Compost Amended Soil Construction Act** (2018) - mandates all state agencies to request a bid including food scrap amended compost in landscaping contracts.
- **Food Donation Act** (2016) - prohibits any state-run facility to enter food service contracts that explicitly prohibit donating left over food to homeless shelters, food banks, etc.
- **Compost Transfer Stations** (2015) - allows food waste to be included in landscape and yard waste transfer stations.
- **Compost Drop-Offs** (2015) - allows municipalities to approve special one-day collections and permanent compost collection sites.
- **Solid Waste Management, Compostables** (2015) - allows for the development of a nationally recognized symbol for biodegradable and compostable materials.
- **Cooking Oil Collections** (2013) - allows government and nonprofit organizations to host cooking oil collections without being subject to the same permitting and fees as private collections.
- **Safe Pharmaceutical Disposal Act** (2010) - prohibits medical professionals from disposing of pharmaceutical waste down any drain leading to public wastewater infrastructure and mandates proper disposal protocols. This law also enables the secure, public collection of unwanted medications at any facility under municipal control.
- **EPA Composting Facilities** (2009) - enables the siting of commercial composting facilities in Illinois and exempts them from many of the same permitting and regulations that typical landfills are subjected to.
- **Smoke Free Illinois Act** (2008) - bans all tobacco smoking within 15 feet of doors to public places and places of employment.
- **Green Cleaning Schools Act** (2007) - requires all public schools and private schools with over 50 students to implement a green cleaning policy using all environmentally sensitive products.
- **Excessive Idling** (2006) - limits the amount of time any diesel vehicle over 8,000 pounds may idle to 10 minutes within a 60 minute period.
DuPage County has awarded contracts to SCARCE since 1993. While we do reach many communities across Illinois and surrounding states, our primary focus is DuPage County. We have a personal connection and commitment to the citizens and communities we serve. We have always felt it is a privilege to work so closely with our friends and neighbors in DuPage County.

In 2015, SCARCE was awarded a $100,000 contract by Elevate Energy to educate DuPage County residents on energy conservation and the use of smart meters in their homes.
Elevate Energy
Anne Evens, CEO
Anne.evens@elevateenergy.org
773-269-4037

In 2016, SCARCE was awarded a $150,000 grant by Illinois Science and Energy Innovation Foundation to work with local youth to create short videos educating DuPage County residents on energy conservation and the use of the Smart Meter in 13 different languages.
Illinois Science and Energy Innovation Foundation
Clare Butterfield
C.Butterfield@iseif.org
312-239-6752

Since 2014, SCARCE has been awarded a total of $54,000 in grants from the DuPage Foundation to enhance our DuPage County Environmental Education Programs.
DuPage Foundation
Barbara Szczepaniak, Vice President for Programs
barb@dupagefoundation.org
630-598-5280
Key Qualifications/Staff Qualifications: Meet Our Team

Kay McKeen is the Founder and very active Executive Director of SCARCE. She has spent her life caring for others and our planet. McKeen sees a problem more as a challenge and works diligently to solve it while educating on the issues and the solutions. It is her leadership that has sustained SCARCE and allowed it to grow into what it is today. Over the years, McKeen has received many awards for her personal and professional efforts in caring for our earth:

- Wheaton’s Citizen of the Year 1986
- Named one of DuPage County’s 10 Most Influential Environmentalist by the Daily Herald 2007
- Recycling Hero by the Illinois Recycling Association 2009
- Suburban Life Woman of Distinction Award 2015
- Nonprofit Executive of the Year 2017 by the West Suburban Philanthropic Network
- Has served on the Wheaton Environmental Commission continuously for over 35 years

Bev Jaszczurowski is the Chief Operating Officer. Bev officially joined SCARCE in 2009, but being the daughter of founder Kay McKeen means she’s truly been here since the beginning. Bev has her B.S. in Family Social Services and spent over 10 years as a social worker. She uses open communication, organizational skills, and a deep love for the environment to run the organization on the business end. Her goal is to ensure the longevity of SCARCE in order to continue the amazing work the team does every day.

Dr. Michael Knapp has been with SCARCE as an educator for our Graduate and Continuing Education Courses since 2009. He holds an Ed.D. Curriculum: Science & Spirituality from National Louis University; B.A. Education, science education; M.Ed science education; C.A.S. administration; NBCT science (middle school).

Heather Goudreau has been with SCARCE since 1998. She holds a communications degree from University of Wisconsin-Stevens Point. Heather has been educating children of all ages on food scrap composting, water quality, and recycling best practices for over 20 years. She has led countless waste audits in schools, businesses, and other organizations. She currently serves as our Rescue Project Coordinator, compost expert, and Green Your Gig Events Coordinator. Heather has been a commissioner on the St. Charles Natural Resources Commission since 2018.

Erin Kennedy joined SCARCE in 2009. Since 2012, she has been accredited by the United States Green Building Council as a Green Associate. This accreditation allows her to work with schools, businesses, municipalities, and community organizations on the Earth Flag certification program. Her work as environmental educator involves facilitating youth programs on topics such as natural resource conservation, recycling, waste reduction practices, and beyond. Erin has
led countless waste audits, also called characterization sorts, for everyone from small schools to large corporations. Erin served on the Westmont Environmental Improvement Commission for three years.

**Carrie Horak** joined SCARCE in spring of 2014. She has a B.A. in Earth Systems, Environment and Society, and International Studies from the University of Illinois. She has worked in schools and communities on education programs and projects ranging from recycling to energy efficiency. Carrie draws on her passion for resource conservation to research and write blogs for the SCARCE website and two newsletters to educate readers on how they can reduce their impact on the environment. Carrie leads our annual Pumpkin Smash one-day collection event which has spread throughout the United States.

**Rose Naseef** has been with SCARCE since 2011. She began as a volunteer, and was soon hired to assist volunteer groups with diverse backgrounds and interests to find activities that suit them best. Throughout her time at SCARCE, she’s initiated our campaign to reduce contamination in single-stream recycling, customized programs to help scouts earn badges, and created a space for ongoing used book and record sales. Rose passionately teaches community members about conserving natural resources and preventing pollution. Rose was appointed Chair of the Environmental Quality Commission for the Village of LaGrange, and serves on the board of League of Women Voters of the LaGrange Area as the Environmental Issues Specialist.

**Jean Kent** started at SCARCE in 2015 as an environmental educator, focusing on presenting interactive programs and coordinating the specifics of each to meet the unique needs of every group or individual. She quickly became our Director of Programs. She holds a Masters in Education and effectively teaches all topics and age groups. Jean heads up our annual Sustainable Design Challenge, which is in its 14th year. Her passion and enthusiasm for the environment inspires everyone she works with.

**Laura Fanning** joined the SCARCE team in 2018 after 16 years of educating students. She is proficient in American Sign Language and holds a B.S. in Deaf and Hard of Hearing Education from Illinois State. Laura’s expertise in raising, tagging, and educating about monarch butterflies has enriched our education programs. Her passion for the environment, native gardening, the outdoors, and pollinators is a quintessential addition to our education team.

**Jan Byrne** began volunteering at SCARCE in 2018 and became an official employee in early 2019. Having retired from a 34 year career in corporate America, she was ready to transition to an opportunity that fed her passion for literacy and the environment. Jan assists with rescue projects and research to help SCARCE stay on the cutting edge of environmental initiatives and the latest technologies. Jan serves as the treasurer on the Neighborhood Food Pantries Board.
Addendum A
Agreement Between A State-Approved Professional Development Provider and A PD Provider Operating Under Its Authority
AGREEMENT BETWEEN A STATE-APPROVED PROFESSIONAL DEVELOPMENT PROVIDER AND A PD PROVIDER OPERATING UNDER ITS AUTHORITY

1. Kay McKeen
   Name of Individual Representing the Provider (Subcontractor)

SCARCE
Name of Provider (organization, company, individual, etc.)

agree to work as a PD Provider (subcontractor) under the DuPage Regional Office of Education, a state-approved PD Provider, for the period of time beginning January 1, 2019 and ending December 31, 2020, and agree to:

- Provide a rationale for each professional development activity offered for license renewal credit showing alignment to the Learning Forward standards, as well as any appropriate teaching, learning, or leadership standards.
- Maintain attendance records (hard copy or electronic) for each activity that include: the title, date, start time and end time of the PD activity; total number of PD hours provided each participant, participant names, participant FEIN numbers, participant sign in and sign out times. These records must be retained for no less than six years and submitted to the DuPage Regional Office of Education upon request.
- Provide an Evaluation Form 77-21A to each participant and allow them time to complete before collecting and maintaining the forms on file for your review.
- Complete and distribute an Evidence of Completion Form 77-21B identifying the Approved Provider and my organization as the Provider. Your organization will identify a representative who will sign the master form before copies are made for participants.
- No later than May 30th annually submit to the DuPage Regional Office of Education on the form to be provided by the DuPage ROE an explanation of how each PD activity most likely impacted one or more of the following: 1) educator and/or student content area growth; 2) educator and student social and emotional growth; and/or 3) district or school improvement.

Signature on file

Mary Bauez, Representative of the DuPage Regional Office of Education

Date: 4-4-19
Addendum B

Awards & Recognitions
Addendum B

Awards & Recognitions

1984: Kay McKeen, Wheaton Environmental Improvement Commission (1984-present)

1986: Kay McKeen named Wheaton’s Citizen of the Year

1989: Kay McKeen Columnist, Curbside Manners (an environmental Dear Abby) (1989-2000) Published in four west suburban newspapers to answer solid waste questions.

1990: Established SCRAP (School Recycling Assistance Program), which evolved into SCARCE

1990: Established Ripples, an environmental newsletter for educators

1990: Founded and developed the Earth Flag Program (a four-step program) 296 of DuPage County’s 320 schools earned their Earth Flags since program’s inception Program has been adopted by many counties, and by the state of Illinois

1990: Founded and developed two composting programs for schools Outdoor: “Turning Garbage Into Gold” Indoors, with worms: “Kids Aren’t the Only Wiggles That Belong In School”.

1991: Established SCRAP Book Rescue Center (now known as SCARCE’s Book Rescue Center”), in Glen Ellyn. Over 7 million books have been rescued from landfills for reuse.

1993: Initiated Wheaton’s “Recycling Extravaganza” community-wide annual recycling event to collect items such as books, tires, scrap metals, electronics, athletic shoes, American flags, eyeglasses, household hazardous wastes for reuse/recycling/proper and/or safe disposal. SCARCE has helped dozens of towns to develop successful, ongoing “Extravaganzas” for their communities.

1993: Illinois Recycling Association’s Outstanding School Recycling and Reduction Education Program Award

1993: Executive Director, DuPage County Solid Waste Education Center in Carol Stream. Developed the Center and established an extensive education program for schools, colleges, business, social, community, organizations and groups of all ages 110,000 + visitors toured the center (1993 until it closed in October 2000).
1995: Service Above Self: Four Way Test Citizen of the Year by the Noon Wheaton Rotary

1996: *The Governor’s Pollution Prevention Award* by Governor Jim Edgar.

1997: Founded and developed the Earth Flag Re-Certification Program. Many of DuPage County’s Earth Flag schools have earned Earth Flag Re-Certification.

1997: Illinois Tool Works *Hi-Cone Ring Leader Team Award*, for Outstanding Environmental Education Program.

1998: *Role Model Program Award*, to SCRAP Book Rescue Program (for the State of Illinois, Department of Commerce & Community Affairs ([CCA] Bureau of Recycling)).

1998: Presenter, The Governor’s Pollution Prevention Award

2000: Conservation Foundation’s *Brooks McCormick Environmental Award*

2001: Illinois Recycling Association’s *Recycling Educator of the Year Award*

2001: Founded and developed the Ecology Flag Program; Dozens of DuPage County schools have earned the Ecology Flag.


2002: Established the Tools For Schools Program

2003: Kane DuPage Soil and Water Conservation’s *Excellence in Environmental Education Award*

2003: Founded and developed the *Green DuPage Patch Program* for community youth group members

2004: U.S. Green Building Chicago Chapter’s *Re-Generation Award*, for LEED education for students


2004: Along with the Illinois Lieutenant Governor’s office, lead efforts to develop a comprehensive policy for food scrap composting throughout Illinois
2005: Received the *State of Illinois Hometown Hero Award* from Lt. Gov Pat Quinn

2005: Developed & implemented county program establishing watershed models and teacher-training in all middle schools

2006: SCARCE opened its Environmental Sustainability Center in Glen Ellyn

2006: Joined “Clean Air Counts” initiative to improve air quality in the Chicago metropolitan area

2007: Kay McKeen was named one of DuPage County “10 Most Influential Environmentalists” by The Daily Herald Newspaper

2008: Received The Conservation Foundation’s *Paul Butler Memorial Award*, for extraordinary efforts in promoting conservation and the environment through her work with SCARCE

2008: Led initiative towards collection of unwanted *pharmaceutical disposal* in DuPage County

2008: Recipient of *Illinois Environmental Hero Award* from Governor Pat Quinn

2008: Received the *Business Partner of the Year Award* from the Central DuPage AM Rotary


2009: Governor signed the Food Scrap Composting (SB 99) into law - a key initiative led by SCARCE for over 5 years.

2009: Recipient of the *Public Education Award* from the Illinois Association for Floodplain and Stormwater Management (IAFSM)

2010: Featured story in Daily Herald for green education

2010: NBC National Nightly News Making a Difference Segment with Brian Williams

2010: ABC Live Green Segment featuring Book Rescue Program with Hosea Sanders

2010: Recognition of 20 years of service from the DuPage County Board Chairman, Daniel J. Cronin (Addendum C)

2015: Illinois Association for Floodplain and Stormwater Management - public Education & Outreach Project Award
Women of Distinction – making a difference in Chicago’s Western Suburbs and is a role model and leader in her field and community

Steve Apothekeker Award for Recycler of the Year – Illinois Recycling Association

Nonprofit Executive of the Year – West Suburban Philanthropic Network

College of DuPage President’s Award for Community Leadership.
Addendum C

Official Congratulations on the 20th Anniversary of SCARCE, 2010
RESOLUTION

CONGRATULATIONS
TO
S.C.A.R.C.E.
GLEN ELLYN, ILLINOIS

WHEREAS, DuPage County adopted a Solid Waste Management Plan which encourages education, recycling, source reduction and reuse; and

WHEREAS, in 1990, DuPage County began contracting with S.C.A.R.C.E. and Kay McKeen, President and Founder, to educate students and the public about environmental conservation; and

WHEREAS, S.C.A.R.C.E. has diligently provided programs that reduce peoples’ impact by encouraging energy conservation, proper disposal of hazardous wastes, recycling, composting, waste minimization, green building and water quality; and

WHEREAS, the S.C.A.R.C.E. education program has educated thousands of students, teachers and County residents about these important environmental subjects; and

WHEREAS, Kay McKeen’s efforts recently received national recognition from NBC Nightly News; and

WHEREAS, S.C.A.R.C.E. has created an incentive program by awarding Earth Flags and Green DuPage Patches to entities that can meet or exceed criteria; and

WHEREAS, S.C.A.R.C.E. has assisted businesses in reducing their environmental impact and provided underprivileged schools and not-for-profits with books and supplies which would have otherwise been landfilled; and

WHEREAS, S.C.A.R.C.E has assisted municipalities in launching recycling events that have resulted in the recycling of millions of pounds of waste; and

WHEREAS, the DuPage County Board finds Kay McKeen and the S.C.A.R.C.E. staff are valuable members of the County of DuPage, and their efforts improve the quality of life of the citizens of DuPage County.

NOW, THEREFORE, BE IT RESOLVED that I, Daniel J. Cronin, Chairman of the DuPage County Board and Members of the County Board do hereby congratulate Kay McKeen and S.C.A.R.C.E. on their 20th Anniversary.

Passed this 14th day of December, 2010 in Wheaton, Illinois.

Signature on file

Daniel J. Cronin, Chairman
DuPage County Board

ATTEST:
Gary A. King, County Clerk

Signature on file
Project Understanding

SCARCE is deeply committed and dedicated to caring for our natural resources and educating our communities in innovative and localized solutions to protect our environment. We work hard to create projects to allow residents, schools and businesses take action in their own yard, neighborhood, school and community.

PROGRAMS AND PROJECTS, including ADDITIONAL REQUIREMENTS A, B, C

1. **Teacher Education $30,000**
   a. SCARCE will provide twelve (12) In-Service Education Workshops and/or Teacher Workshops. SCARCE will give preferential scheduling for schools or teachers that have not previously participated in past workshops/in-services. In-Services/Workshops will be designed to present an overview of environmental issues including composting, recycling, air quality, waste reduction and renewable energy conservation. Through these workshops and in-services, SCARCE will provide hands-on instruction in the following focus areas using STEM/STEAM and NGSS Guidelines:
      i. Waste Reduction - example: Waste Audit, Share Table, Blog Posts 3Rs, Ripples Newsletter
      ii. Recycling & Solid Waste Management - example: Teacher Field Trips to SCARCE Sustainability Center, Where Is Away Graduate Course, Blog Posts, Ripples Newsletter, Natural Resource Globe Workshop
      iii. Composting and Gardens - example: Compost Bin Instructions on our website, Community Garden Tour, School Garden Workshop, Blog Posts, SCARCE Earth Chats Podcast, Grant Opportunities and support letters, Ripples Newsletter
      v. Environmental Benefits of Local Consumerism - example: Earth Day Fair, Blog Posts, Ripples Newsletter
   b. SCARCE will provide online learning and/or blended learning through our nine (9) monthly newsletters, informative website (updated regularly), Blog Posts, Earth Chats Podcast and social media. Through these online channels, SCARCE will provide instruction in the following focus areas:
      i. Waste Reduction - example: Super Crayon Project, Book Rescue and Reuse, Shed the Straw, Usable Dishes and Silverware
      ii. Recycling & Solid Waste Management - example: Terracycle programs, Recycling Sorting Videos
      iii. Composting and Gardens - example: Information on School Garden Grants and Newsletters
v. Environmental Benefits of Local Consumerism – example: Promotion of local events and opportunities, Bi-weekly e-blast of local school furniture, large instruments and items availability

c. SCARCE will provide lesson resources including toolkits, handouts, checklists, guides or video learning tools in the following focus areas:
   i. Waste Reduction – example: Crayon Sorting Guide, Rescue Project Handout, Natural Resource Bingo Loan Program
   ii. Recycling & Solid Waste Management – example: Recycling Contamination Handout, Recycling Sorting Facility Video
   iii. Composting and Gardens – example: online toolkit for building a compost bin, composting handouts
   v. Environmental Benefits of Local Consumerism – example: Notification of special local collections, workshops, webinars

d. SCARCE will distribute provided County flyers, announce County events and programs in our newsletters and social media. SCARCE will also link the IL State Recycling Task Force and IEPA to our Ripples Newsletters. Through our programs, SCARCE will provide handouts and announcements in the following focus areas:
   iii. Composting and Gardens – example: Illinois Food Scrap Coalition, Upcoming Events Page
   v. Environmental Benefits of Local Consumerism – example: ReStore Handouts, Book Rescue Handouts, Sharing Connections, Recycling Extravaganza Announcements

e. SCARCE will provide teachers and schools with environmental opportunities and grants through our nine (9) newsletters, social media and website. SCARCE will continue to provide information in the following focus areas:
2. Students Education Programs $43,000
   a. SCARCE will provide a minimum of fifty (50) hands-on interactive student education programs and/or assemblies using STEM/STEAM and NGSS guidelines. SCARCE will give preferential scheduling to classrooms that have not previously participated in student education. Student education will cover the following focus:
      i. Waste Reduction - example: Waste Audits, Share Tables, 3Rs, R-Rally Assemblies, Natural Resource Bingo, Field Trips to SCARCE Sustainability Center to see reuse in action, Super Crayon sorting and making
      ii. Recycling & Solid Waste Management- example: 3Rs, Waste Audits, Recycling Sorting/Contamination Game, Natural Resource Globe
      iii. Composting and Gardens- example: Worm Composting, Outdoor Composting, School Garden Building, Pumpkin Smash
      v. Environmental Benefits of Local Consumerism- example: Prom Dress Swap, Locker/Desk Leftover Collection, Lost and Found Education
   
   b. SCARCE will utilize presentations to support and enhance STEM/STEAM and NGSS guidelines through programs and information in the following focus areas:
      i. Waste Reduction- example: Waste Audits, 3Rs, Microscale Chemistry, Green Chemistry
      ii. Recycling & Solid Waste Management- example: Waste Audits, 3Rs
      iii. Composting and Gardens- example: Food Waste Reduction and Education, Soil and Composting Education
      v. Environmental Benefits of Local Consumerism- example: Locker/Desk Leftovers,

3. Public Community Outreach Programs $38,000
   a. SCARCE will host and/or participate in ten (10) or more community events geared toward families. Programs may cover the following focus areas:
i. Waste Reduction - example: Waste Audits, 3Rs, Field Trips to our Sustainability Center, Website Resources, Green Audits

ii. Recycling & Solid Waste Management – example: Recycling Extravaganzas, Recycling Contamination Game, Book Rescue and Reuse, Where is Away Exhibit, Green Audits

iii. Composting and Gardens – example: Community Garden Tours, Pumpkin Smash


v. Environmental Benefits of Local Consumerism – example: Recycling Extravaganzas, Earth Day Fair

b. SCARCE will provide a minimum of ten (10) community programs to engage families, libraries, park districts, scouts, and other DuPage organizations. SCARCE has the ability to host programs, field trips and workshops in our SCARCE Sustainability Center. Programs will engage participants in the following focus areas:

   i. Waste Reduction – example: Recycting Extravaganza
   ii. Recycling & Solid Waste Management – example: Where is Away Exhibit, Medical Supply Recycling
   iii. Composting and Gardens – example: Pumpkin Smash, Community Garden Tours, Composting Workshops
   v. Environmental Benefits of Local Consumerism – example: Car seat Exchange/Recycling

c. SCARCE will assist a minimum of five (5) County recycling events. SCARCE will assist communities with necessary resources to host a successful recycling event including staff and volunteers in the following focus areas:

   i. Waste Reduction – example: Recycling Extravaganza
   ii. Recycling & Solid Waste Management – example: Recycling Extravaganza
   iii. Composting and Gardens – example: Pumpkin Smash
   v. Environmental Benefits of Local Consumerism – example: Recycling Extravaganza, Car Seat Exchange, Food Scrap Amended Compost Events

d. SCARCE will distribute County flyers, event announcements and other information to DuPage County residents and businesses through our existing twelve (12) newsletters, social media, flyers and our website, which will include links to IEPA and State recycling task force in the following focus areas:

   i. Waste Reduction – example: Upcoming Events, Recycling Extravaganza Promotion
iii. Composting and Gardens- example: Native Plant Sale Promotion, Compost Bin Guidelines on Website, Food Scrap Amended Compost Sales


v. Environmental Benefits of Local Consumerism- example: Recycling Extravaganza Promotion, ReStore, Resale Shops

4. Recognition Program $15,500
   a. SCARCE will continue our Earth Flag, Earth Flag ReCertification, and Ecology Flag recognition programs for schools and businesses in DuPage County. SCARCE will offer a minimum of ten (10) opportunities to businesses and schools. Recognition Program will include Cool DuPage Criteria. Recognition programs will cover the following focus areas:
      i. Waste Reduction- example: Reducing consumption and product in schools and businesses
      ii. Recycling & Solid Waste Management- example: Proper recycling and improved recycling in schools and businesses
      iii. Composting and Gardens- example: Assistance with composting indoors and/or outdoors, set up of on-site garden
      v. Environmental Benefits of Local Consumerism- example: Encourage businesses and schools to participate and/or host community events to assist local agencies, Purchase Local Produced Food Scrap Amended Compost

5. Business & Government Energy Efficiency and Sustainability Education $10,000
   a. SCARCE will provide a minimum of five (5) programs for local government agencies or businesses seeking environmental education. SCARCE will encourage pursuit of energy efficiency projects that qualify for ComEd Energy Efficiency rebates and incentives, Nicor gas rebates and incentives and/or the County’s C-PACE program in the following focus areas:
      i. Waste Reduction- example: Lunch-n-Learns, Staff Workshops, Green Bulletin Newsletters, Handouts, Website, Social Media
      ii. Recycling & Solid Waste Management- example: Lunch-n-Learns, Staff Workshops, Green Bulletin Newsletters, Handouts, Website, Social Media, Green Audits
      iii. Composting and Gardens- example: Lunch-n-Learns, Staff Workshops, Green Bulletin Newsletters, Handouts, Website, Social Media
      iv. Renewable Energy, Energy Efficiency- example: Lunch-n-Learns, Staff Workshops, Green Bulletin Newsletters, Handouts, Website, Social Media, Green Audits
v. Environmental Benefits of Local Consumerism - example: Lunch-n-Learns, Staff Workshops, Green Bulletin Newsletters, Handouts, Website, Social Media
Project Experience

SCARCE has nearly 30 years of experience in educating about healthy soil, water and air. However, our founder has been organizing and educating the youth and community members on taking care of our Earth since 1981. Our team is constantly researching, developing and implementing new innovative programs as science and technology change and evolve. We pride ourselves in staying current with changes in STEM/STEAM and Next Generation Science Standards. As an education leader, we have over 35 different environmental programs on everything from water quality and clean soil to energy conservation and composting. We have provided programming in every single town in DuPage County. We have strong relationships with schools districts, police departments, fire departments, mayors, city managers, park districts, libraries, colleges, hospitals, businesses and not-for-profits in every corner of the county.
October 10, 2019

DuPage County - Procurement Services
421 N. County Farm Road
Wheaton, IL 60187

Re: Environmental Education Services - RFP #19-098-BZ

To: Debby Thompson

Please note, for section 9 of the Mandatory Forms, we've included two separate forms as one of our board members was out of town for an extended period of time. We mailed the form to her for her signature.

Very sincerely,

Kay McKeen
SCARCE - Founder and Executive Director
SECTION 9 - MANDATORY FORMS
#19-098-BZ PROPOSAL FORM

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

<table>
<thead>
<tr>
<th>Full Name of Bidder</th>
<th>SCARCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Business Address</td>
<td>799 Roosevelt Rd Bldg 2 Ste 204</td>
</tr>
<tr>
<td>City, State, Zip Code</td>
<td>Glen Ellyn, IL 60137</td>
</tr>
<tr>
<td>Telephone Number</td>
<td>630-945-9710</td>
</tr>
<tr>
<td>Email Address</td>
<td>scrapkay001.com</td>
</tr>
<tr>
<td>Bid Contact Person</td>
<td>Kay McKeen</td>
</tr>
</tbody>
</table>

TO: The DuPage County Procurement Services

The undersigned certifies that he is:
- [ ] the Owner/Sole Proprietor
- [ ] a Member authorized to sign on behalf of the Partnership
- [x] an Officer of the Corporation
- [ ] a Member of the Joint Venture
- [x] not for profit

Herein after called the Bidder and that the members of the Partnership or Officers of the Corporation are as follows:

(President or Partner)  
(Secretary or Partner)  

Signature on File

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including

Addenda No. ____________, and issued thereto;

Further, the undersigned proposes and agrees, if this bid is accepted, to provide all necessary machinery, tools, apparatus, and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time therein prescribed.

Further, the undersigned certifies and warrants that he is duly authorized to execute this certification/affidavit on behalf of the Bidder and in accordance with the Partnership Agreement or by-laws of the Corporation, and the laws of the State of Illinois and that this Certification is binding upon the Bidder and is true and accurate.

Further, the undersigned certifies that the Bidder is not barred from bidding on this contract as a result of a violation of either 720 Illinois Compiled Statutes 5/33 E-3 or 5/33 E-4, bid rigging or bid-rotating, or as a result of a violation of 820 ILCS 130/1 et seq., the Illinois Prevailing Wage Act.

The undersigned certifies that he has examined and carefully prepared this bid and has checked the same in detail before submitting this bid, and that the statements contained herein are true and correct.

If a Corporation, the undersigned, further certifies that the recitals and resolutions attached hereto and made a part hereof were properly adopted by the Board of Directors of the Corporation at a meeting of said Board of Directors duly called and held and have not been repealed or modified, and that the same remain in full force and effect. (Bidder may be requested to provide a copy of the corporate resolution granting the individual executing the contract documents authority to do so.)

Further, the Bidder certifies that he has provided equipment, supplies, or services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option.
SECTION 9 - MANDATORY FORMS
#19-098-BZ PROPOSAL FORM

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<td>Email Address</td>
<td>scrapkay@com</td>
</tr>
</tbody>
</table>

Full Name of Bidder: SCARCE

TO: The DuPage County Procurement Services
The undersigned certifies that he is:
☐ the Owner/Sole Proprietor  ☐ a Member authorized to sign on behalf of the Partnership
☐ an Officer of the Corporation  ☐ a Member of the Joint Venture

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including

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Further, the Bidder certifies that he has provided equipment, supplies, or services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option.
The Bidder agrees to provide the services as described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained.

SIGNATURE ON FILE

(Signature and Title)

CORPORATE SEAL
(If available)

BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this 9th day of October, AD, 2019

SIGNATURE ON FILE

(Notary Public)

MARK BRUCATO
Official Seal
Notary Public - State of Illinois
My Commission Expires Jun 6, 2023

SEAL