

REPUBLIC OF KOSOVA

MINISTRY OF ECONOMIC DEVELOPMENT (MED) KOSOVO ENERGY EFFICIENCY AGENCY (KEEA) KOSOVO ENERGY EFFICIENCY & RENEWABLE ENERGY PROJECT (KEEREP)

REQUEST FOR EXPRESSIONS OF INTEREST FOR: IMPLEMENTATION OF HOME OWNER ASSOCIATIONS (HOAs)

Project no ID **P143055**

Ref. No. **KEEREP/2B3/2019**

DATE: NOVEMBER 15, 2019

INTRODUCTION

The Republic of Kosovo has received the financing from the World Bank toward the cost of the Kosovo Energy Efficiency and Renewable Energy Project (KEEREP) and it intends to apply part of the proceeds to payments for Consulting Services. The consulting services include consulting services for the Implementation of Home Owner Associations (HOAs).

The Ministry of Economic Development (MED) and Kosovo Energy Efficiency Agency (KEEA), for and on behalf of the Ministry of Environment and Spatial Planning (MESP), now invites eligible consulting firms ("Consultants") to indicate their interest in providing the services. Interested consultants must provide information indicating that they have the required qualifications and relevant experience to perform the services.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers, January 2011 ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications.

DESCRIPTION OF THE ASSIGNMENT

Under component 2 of the project, MESP has supported a pilot program to promote formation of HOAs to facilitate energy efficiency (EE) renovations in multifamily apartment buildings. Nine HOAs in three municipalities (Pristina, Mitrovica and Lipjan) have been created, which almost doubled the number of registered HOAs in Kosovo. For all nine HOAs, energy audits were completed and financing plans for the EE measures developed. In five out of the nine HOAs, the owners agreed to provide co-financing for the EE measures and detailed design and bidding documents were developed. The pilot program should now be scaled-up to establish additional HOAs and develop energy audits, financing plans and detailed designs for EE renovations, which would feed into the Millennium Foundation Kosovo (MFK) residential EE program. MFK is the implementing entity of the Kosovo Threshold Program agreed between the Government of the Republic of Kosovo and Millennium Challenge Corporation (MCC). The Kosovo Threshold Program aims to address two key constraints to Kosovo's economic growth: Unreliable supply of electricity; and real and perceived weakness in rule of law, government accountability and transparency. One of the objectives of this program, under the Reliable Energy Landscape component, is to pilot methods to lower household energy use and switch to non-electric and cleaner sources of heating through various types of incentives and modalities to encourage households to invest in cost-effective, energy saving measures (e.g. insulation, weatherproofing, etc.). Through cooperation with MFK, the pilot program to promote formation of HOAs and implement EE measures in multifamily apartment buildings will be scaled up.

ACTIVITIES TO BE UNDERTAKEN

The consulting firm will support MED and MESP in scaling up of the pilot program to establish additional HOAs and develop additional energy audits, financing plans and detailed designs for EE renovations. This includes the following activities:

- **Select multifamily apartment buildings in three municipalities with signed Memorandum of Understanding (MOUs) with MESP**, through a call for proposals and selection criteria to participate in the program.
- **Support formation of HOAs**: Buildings that do not have registered HOAs will receive support to help form and register their HOA.
- **Conduct energy audits** and assist the HOAs with preparation of financing plans for the selected EE measures
- **Develop detailed designs** for the EE measures in the buildings.

The Consultant should be a consulting firm with relevant project experience. The work should be undertaken by a consulting team consisting of experts who have skills and credentials to perform the work.

The work should be undertaken by a consulting team consisting of experts with the following expertise:

- **Team leader**: Master's degree or higher in public administration or related fields. Not less than 5 years of experience in HOAs or community mobilization.
- **Legal expert**: Master's degree or higher in law. More than 5 years of professional experience, particularly in developing legislation related to municipal administration, HOAs or condominium laws.
- **Energy efficiency expert**: Master's degree or higher in engineering (electrical, mechanical, civil or architect). More than 8 years of professional experience in energy efficiency and conducting energy audit reports, including in multifamily apartment buildings in Eastern Europe.
- **Civil engineer**: Master's degree or higher in civil engineering. More than 5 years of professional experience in preparation of detailed project designs and technical specification, including BOQs, for building renovations with emphasis on energy efficiency.
- **Financial expert**: Master's degree or higher in finance or related fields. Not less than 5 years of professional experience in financial aspects regarding investments on construction/renovation and experience in providing/applying for loans from banks for municipal or private borrowers.
- **Community mobilizing specialist**: Bachelor's degree or higher in municipal administration, community development or related field with not less than 5 years' experience in mobilizing communities for development programs, stakeholder consultations, building consensus, and/or HOA formation.

The evaluation and shortlisting criteria are:

- (i) Firms experience in architecture, engineering, supervision and project designing (30%);
- (ii) Relevant work experience in implementing similar projects (50%) and
- (iii) Organization and availability of qualified staff with the firm (20%).

A consultant will be selected in accordance with the Consultants Qualification Selection (CQS) set out in the Consultant's Guidelines.

Interested consultants may obtain further information at the address below during office hours 09:00h to 16:00h (Monday to Friday).

Expressions of interest must be delivered in a written form to the address below by **November 29, 2019 at 16:00** hours Kosovo time.

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