

**Energy Auditing Services  
Request for Qualifications (RFQ), Issued Monday, December 21, 2015**



USGBC-Missouri Gateway Chapter (USGBC-MGC) is a 501c3, non-profit organization in the state of Missouri. **We are seeking the services of multiple Energy Auditors, each to provide one pro bono building energy audit for congregations and faith communities within our [Chapter territory](#).**

In 2014, we launched the *25 x 20 Voluntary Energy Benchmarking Campaign* in collaboration with the St. Louis Regional Chamber of Commerce, Missouri Interfaith Power & Light (MO IPL) and the signatories of the St. Louis High Performance Building Initiative ([www.25x20.org](http://www.25x20.org)). Through the 25 x 20 campaign, we are challenging buildings to benchmark and report their building energy use, with a goal of reducing energy consumption by 25% by the year 2020. As part of this initiative, we partnered with MO IPL to provide 10 audits in 2014 – 2015. Learn more [here](#) and [here](#). We would like to offer a limited number of complimentary audits again in 2016.

MO IPL addresses the environmental and social justice consequences of climate change by promoting energy conservation, energy efficiency, and renewable energy to Missouri's faith communities. One of their common requests is assistance with energy audits since nearly all congregations worship in a building and buildings are responsible for 40% of our greenhouse gas emissions.

USGBC-MGC and MO IPL will oversee an application process for congregations and faith communities to participate in the 25x20 campaign and receive an energy audit. USGBC-Missouri Gateway will oversee / supervise energy auditors providing pro bono assistance.

We are seeking the services of multiple Energy Auditors – each to perform ASHRAE Level 1 and Level 2 audits (or equivalent) for a single congregation, faith community, or non-profit. Services for each building audited should include:

- Interviews with key operations staff and/or volunteers.
- Review and analysis of at least one year's worth of utility bills.
- Benchmark building energy & water use via ENERGY STAR Portfolio Manager (if not already benchmarked).
- Walk-through of the facility to become familiar with the building operation and to identify opportunities for energy efficiency or conservation.
- Evaluation of building energy systems include the building envelope; lighting; heating, ventilation & air conditioning (HVAC); refrigeration; hot water; plug loads, process use (if applicable); and any special building uses or conditions.
- A report detailing the following information:
  - All recommended energy conservation measures, including low and no cost measures, modifications or updates to system controls and building automation (if applicable), operations & maintenance changes and potential capital upgrades.
  - Cost estimates to implement each energy conservation measure & energy savings estimated from each energy conservation measure.
  - Prioritization and next steps for implementation of energy conservation should be provided to each congregation that will assist in decision making now and in the future with the assumption that participants have limited resources for upfront investments, equipment replacement, etc.

**Please submit a single electronic PDF of your qualifications indicating your interest in assisting, your experience and the number of pro bono audits you are willing to perform to [emily.andrews@mobot.org](mailto:emily.andrews@mobot.org) by midnight on Friday, January 8, 2016.** Please also let us know if there is a specific congregation, faith community, or non-profit you would like to assist. Once we determine how many audits can be offered, we will issue a call for congregations to apply, with a goal of matching auditors with congregations by the end of February 2016.

USGBC-Missouri Gateway Chapter reserves the right to reject any submissions if it is in our interest to do so. Thank you in advance for your interest in our vision of making every building a green building! If you have any questions or need additional information, please contact our Executive Director, Emily Andrews, at (314) 577-0854 or [emily.andrews@mobot.org](mailto:emily.andrews@mobot.org).