

St. Louis Regional Energy Resource Hub – RFQ FAQs

updated July 1, 2020

1) We are unclear if the RFQ includes the developing a business plan only or if the successful respondent is to staff and manage the Hub for the three-year period as well.

The RFQ is seeking qualifications to develop a business plan. The successful respondent will develop a business plan and is not expected to manage or staff the hub.

2) What portion of the services and HUB expenses funding does the grant support?

The current grant only supports the development of a business plan for the Hub. The grant does not support any initial Hub expenses.

3) Is there an existing model for the proposed Energy Resource HUB and if so where?

New York City's [Building Exchange](#) and Chicago's [Elevate Energy](#) are good examples of energy resource hubs in other cities.

4) What type of applicant have you reached out to so far or are looking for?

We have reached out to a wide array of building industry contacts as well as business plan consultants. We are looking for a consultant or a team to help us craft a good business plan that will help us launch a successful Energy Resource Hub for the St. Louis area. A team with expertise in developing, financing and implementing energy efficiency and renewable energy projects would be a good fit. Please feel free to share the RFQ.

5) What is the end result expected of the individual or firm hired?

The end result expected is a business plan for an Energy Resource Hub for the St. Louis region.

6) Is the work expected to be pro bono or contracted?

The work to develop a business plan will be financially compensated.

7) The RFP is for someone to develop the plan for the Hub correct? Not an RFP for a contractor to manage the hub?

Yes, the RFQ is for someone to develop a business plan for the Hub – not to manage it.

8) In the RFQ document you sent out, there is a reference to plans by the City to create an Office of Building Performance. What's the timeline on this? Could this be a home base for the HUB?

Once the City budget passes (July 1, 2020), the City will be able to start moving on setting up their Office of Building Performance – listing open staff positions, etc. It may take several months to get the office up and running. In general, it seems best for the Hub to exist as a separate entity from the Building Division and the City of St. Louis since they are the regulating body for the benchmarking and building energy performance standard.

9) What do you foresee as the USGBC role with the HUB going forward?

USGBC-Missouri Gateway is interested in seeing a successful launch of a Hub – we can play a role in getting the Hub started and/or be a partner in establishing it. The USGBC chapter in New York set up their hub and eventually spun it into its own 501c3.

10) Will you have any seed money to help it start up?

Seed money is not currently identified. We are looking for suggestions (not commitments) of funding as part of the business plan. USGBC-Missouri Gateway is willing to help secure funding.

11) Who is going to run the hub?

We are interested in what suggestions come back from the business plan, but USGBC-Missouri Gateway is open to initially launching and running the hub or working in partnership with others to do so.

12) Does the RFQ only pertain to the business plan, will the awardee be involved after plan is completed? Can the awardee be involved after the completion?

The RFQ is seeking qualifications for developing a business plan for the Hub. The awardee can be involved after the plan is completed, but it is not required.

13) What role will the City of St. Louis have in the hub?

The City will be a partner in the Hub, acting in an advisory role. We expect the Office of Building Performance to be the main point of contact, but other City departments could be involved and could refer building owners to the Hub for assistance.

14) Are there pre-determined partners for the HUB?

The City of St. Louis will be a partner as well as USGBC-Missouri Gateway. Washington University in St. Louis has expressed interest and we expect the utilities to be engaged.

15) Are there any pre-determined funds available? Or is plan required to find 100% of Hub's funding?

As mentioned above there is not currently seed money or pre-determined funds (outside of funds to pay for the business plan). Per the RFQ, we would like the plan to include a "Budget for startup and first three years of operations, including funding suggestions."

16) Is there a cap on funding for the Business plan?

We have a grant for \$50,000 to cover this work.

17) Has industry outreach, communication and or survey's been done yet regarding the hub?

Outside of informal communication through the City of St. Louis benchmarking efforts and development and passage of the Building Energy Performance Standard, there has not been targeted outreach, communication or surveys conducted regarding the Hub. However, there may be some resources available to assist with this through the American Cities Climate Challenge.

18) PACE is specifically mentioned in the RFQ, should the Business Plan include details on PACE?

PACE is included because Missouri has enabling PACE (Property Assessed Clean Energy) legislation at the state level and several PACE programs available to building owners and developers. Many may not be aware of this tool, so it's important to keep it in mind, but it is not the only financial tool available to help building owner finance improvements.

19) Can you provide guidance in terms of what you are looking for with the submission? Would you like ideas on what the business plan should include or should we answer the questions asked in the RFQ?

We are issuing a Request for Qualifications, not a Request for Proposals. We have outlined what we expect the Business Plan to ultimately include in the RFQ and are not looking for the components of the plan to be included in your response. Submissions should include why your company, firm or team is qualified to provide this business plan as well as the information requested in the RFQ.

Note: this document will be updated and reposted as questions are received. Qualifications are due by 5 pm central time on July 17.