

**BUILDING EXPERT**  
**TERMS OF REFERENCE**

BOSNIA AND HERZEGOVINA/REPUBLIC OF SRPSKA

ENERGY EFFICIENCY PROJECT

P143580-BA-BEEP-8906BA-RFP-IC-22-113-RS

1. Background

Bosnia and Herzegovina is the Borrower, and Republic of Srpska, through a subsidiary agreement with the Borrower, has received financing from the World Bank toward the cost of the Energy Efficiency Project, and intends to apply part of the proceeds for consulting services. The project development objective is to demonstrate the benefits of energy efficiency improvements in public sector buildings and support the development of scalable energy efficiency financing models.

The objective of the Energy Efficiency Project's corresponds to goals underlined in the Law on Physical Planning and Construction of Republic of Srpska (official gazette of Republic of Srpska no. 40/13, 106/15, 3/16 and 84/19) and the Law on Energy Efficiency of Republic of Srpska, adopted in 2013.

The Energy Efficiency Project will support energy efficiency investments ("subprojects") in schools, hospitals and clinic centers. A small number of other public facilities (e.g., elderly homes, orphanages, other administrative buildings) may also be included. The component will finance energy efficiency upgrades, as well as related technical consultancy services (e.g., energy audits, technical and social monitoring and evaluation, technical designs, supervision and subproject commissioning). It is estimated that up to 35 public buildings are expected to be renovated within 4 years of the project implementation. These investments will reduce the energy consumption of selected public buildings, and demonstrate the economic viability of energy efficiency improvements, including reduced recurring energy costs and associated public expenditures. In addition, the subprojects will generate demonstrable co-benefits, such as reduced CO2 emissions and improved indoor comfort levels (e.g., improved indoor temperature, better lighting and indoor air quality).

Project Development Objective Indicators are: lifetime energy savings, piloting alternative contracting or financing models, submission of a proposal on scalable energy efficiency financing models to the entities' Cabinets of Ministers.

Intermediate Results Indicators are: lifetime fuel savings, GHG savings, increase in end-user satisfaction, number of buildings with EU-compliant energy certification, number of municipal energy managers trained, number of subprojects commissioned, direct project beneficiaries, female beneficiaries.

The PIU within the Ministry of Physical Planning, Civil Engineering and Ecology will be responsible for preparation, coordination, management and implementation of the project, including procurement, contracting, and payments of all goods, works and services related to the project. These Terms of Reference define the nature and scope of an assignment for senior building expert.

## 2. Objectives

Ministry of Spatial Planning, Civil Engineering and Ecology Republic of Srpska intent to hire Building Expert to assist Ministry in implementation Energy Efficiency Project for works, goods and services and below mentioned scope of works.

## 3. Scope of services

The expert will assist the Ministry in implementation of the project including management and coordination of designs, supervision

1. Coordinates preliminary energy audits in selected buildings with the relevant consultants
2. Coordinates and provides technical guidance on the preparation of energy audits in selected public buildings by the Combined Services Consultant (herein referred to as the “D&S Consultant”, responsible for detailed energy audits, technical design, supervision and technical monitoring and evaluation, as applicable in each building).
3. Review investment proposals and preparation of investments packages on the basis of the preliminary and detailed energy audits, including support to energy auditors in selecting the most cost effective and technically feasible energy saving measures;
4. Provide all technical inputs to the procurement manager necessary for preparation of bidding documents for selection of construction companies, evaluation of bids and contract award.
5. Coordinates and provides technical guidance on preparation of designs, detailed specifications, drawings, bidding documents and evaluation of bids performed by the D&S Consultants.
6. Coordinates, provides technical guidance on, and participates in the site supervision with D&S Consultants including regular site visits and reporting on the work progress. If any problem and/or delay occur, explore solutions with relevant stakeholders and the D&S Consultant and report on this to the Ministry.
7. Monitors execution of all technical activities to ensure that the quality and quantity of works are in accordance with the provisions stipulated in awarded works contract.
8. Assists in and provides technical guidance on technical monitoring performed by D&S Consultant and in evaluation of the project results performed by the Communications Expert.
9. Assist in preparation and implementation of training program for municipal and governmental officials;
10. Assist in organizing public events and public awareness activities based on designed programs;
11. Coordinates various TA components including monitoring and evaluation of technical performance indicators of the project.
12. Verifies payments of invoices for civil works and consultancy services.
13. Assists the PIU in preparation of annual project implementation reports and specific reports and information for the RS Government.
14. Perform other tasks, as requested by the PIU Director
15. To ensure preparation and implementation of the EMSIP

#### 4. Eligibility criteria for candidate selection

- Bachelor's degree in architecture or engineering; At least 5 years of professional experience in a relevant field;
- Experience with Contracts, either in design, works, writing of specifications, bills of quantities, tender procedures or site works supervision;
- Participation in the implementation of energy efficient measures and projects (technical design, supervision of works, technical design audit, preparation of detailed energy audits) will be an advantage;
- Proficiency in Microsoft software, particularly Excel but also Word, Outlook, and PowerPoint as well as specialized software such as AutoCAD;
- Working knowledge of both spoken and written English language;
- Experience in work in World Bank projects is preferable.

The consultant shall provide professional, objective, and impartial advice and at all times hold the client's interests' paramount, without any consideration for future work, and in providing advice avoid conflicts with other assignments and their own corporate interests. The consultant may not have any conflict with their prior or current obligations to other clients, or that may place them in a position of being unable to carry out the assignment in the best interest of the Borrower.

#### 5. Working conditions:

Building Expert will be stationed at the premises of the RS Ministry of physical planning, civil engineering and ecology, but should be ready to travel to various project sites throughout the country and hold numerous meetings.

#### 6. Period of Performance:

Consulting services are required full time for the period of one year with the possibility of extension.

#### 7. Reporting:

Building Expert will report to and work under the direction of the PIU Director.