



Terms of references

Job Title:	Green Urban Development National Consultant to assist the international consultant in updating the Urban Development Plan of Chisinau municipality by introducing a “green focus” and special emphasis on energy efficiency measures
Project Reference:	ESCO Moldova - Transforming the market for Urban Energy Efficiency in Moldova by introducing Energy Service Companies
Duration of Employment:	16 March – 15 December 2015 (with 40 working days).
Contract type:	Individual Contract
Duty Station:	Chisinau, Moldova

I. Background

The ESCO Moldova project, funded by the Global Environment Facility (GEF), has an implementation timeframe of 4 years with a budget of 1.3 million US\$ allocated by the GEF and 7.615 million US\$ allocated as co-financing by project partners.

The project objective is to create a functioning, sustainable and effective market of Energy Service Companies (ESCOs) in Moldova by converting existing energy service provider companies into ESCOs, as the basis for scaling up energy efficiency improvements and ultimately climate change mitigation efforts.

The main barriers that the project is trying to address are related to energy efficiency project financing; the eagerness of existing Energy Service Providers to embark on the ESCO business model; institutional barriers at the local level; and EE awareness in the municipal sector.

The ESCO Moldova Project intends to eliminate/address these impediments through the following project components:

1. Green Urban Development Plan is adopted and emission reduction projects are financed and implemented in Chisinau
2. ESCOs are successfully investing in energy projects in the building sector using Energy Performance Contracting modality
3. A Financial Mechanism in form of a Loan Guarantee Fund, is set up and functional, providing financing to ESCOs
4. ESCO(s) are designing, financing and successfully implementing energy efficiency projects using EPC modality in at least one other city in Moldova outside of Chisinau

II. Objectives:

Under component 1, the ESCO Moldova project has the objective to put a “green focus” and special emphasis on energy efficiency of the adopted Urban Development Plan (UDP). The requested assistance will help the municipality of Chisinau in updating the Urban Development Plan (UDP). Such a plan is crucial to green value chain at all steps of future urban development, especially in regards to the building sector owned and operated by the municipal authorities in Moldova. The plan will serve as a hands-on tool in defining specific areas in which the municipal ESCO will invest, will establish a strategy to finance the necessary investments

for achieving the emissions reduction targets and will provide grounds to developing of a 'Green Procurement Guide'.

Another important objective of this assignment is to update the Sustainable Energy Action Plan meant to encourage and support the municipality of Chisinau to achieve and implement a more sustainable local energy policy via the opportunities offered in the framework of the Covenant of Mayors.

III. Scope of work and responsibilities

The objective of this assignment is to provide technical assistance to the Municipality of Chisinau in updating the existing Urban Development Plan by providing a "green focus" leading to a reduction of energy consumption as well as to CO₂ emissions, having a special emphasis on energy efficiency in the building sector and to thereby help turn the urban development plan into a Green Urban Development Plan.

Under the respective project component, the national consultant will provide all required support to the international expert in analyzing the green urban development trends in Chisinau and will conduct an inventory of all national and municipal energy efficiency programs, action plans and relevant ongoing programs. A series of consultation meetings will be held with the stakeholders where the national consultant will serve as resource person, being responsible for establishing meetings, keeping minutes, providing translation services and others upon request.

As part of the same assignment, a thorough gaps analysis of the Sustainable Energy Action Draft Plan will be conducted, where the national consultant will contribute with inputs on the current situation of legal and institutional framework related to SEAP implementation. In addition, the consultant will do a thorough review of the Financing Options/Opportunities for implementation of SEAP provisions and provide inputs to the Resource mobilization plan for SEAP implementation. The proposed edition of the SEAP together with the Resource mobilization plan will be presented to the municipal council for adoption on the platform towards Chisinau's Cooperation with the EU Covenant of Mayors.

IV. Key activities:

National Green Urban Development consultant

In particular, the National Consultant will carry out the following activities:

- (i) Provide written inputs to gap Analysis and to 2025 Urban Development Plan;
- (ii) Ensure the liaison with municipality of Chisinau by arranging meetings with the responsible persons to discuss updates to be prioritized in the UDP and Sustainable Energy Action Plan (SEAP);
- (iii) Act as a local resource person and guide the team leader in identification of priority areas to be updated in the UDP by requesting and delivering official data at request, by providing cost estimates, by ensuring a screening the proposals from the legal point of view and others at request;
- (iv) Conduct and deliver a comprehensive inventory list of all national and municipal on-going programs and projects in Energy Efficiency;
- (v) Provide support in *updating the Sustainable Energy Action Plan and contribute to development of a resource mobilization plan ready to be presented and adopted by the Municipal Council*;
- (vi) Provide required support to the international consultant and Chisinau Municipality in shaping all recommendations in line with national legislation;
- (vii) Compile, based on the recommendations of the IC, a detailed presentation on key findings of the developed documents

V. Deliverables

Development and submission of deliverables is estimated to be broken down as follows:

Contribution	Duration (estimated) / days
<i>Inputs to the Report/Gap analysis on the status of the Green Urban Development as an update for the 2025 Urban Development Plan;</i>	7
<i>A detailed review of all national and municipal energy efficiency programs and action plans, ongoing programs, green development trends, key barriers to green growth economic instruments implementation;</i>	10
<i>Information and knowledge support in adjusting the Urban Development Plan and assist the IC in updating the document from the energy performance point of view. (To be presented and ready for approval by the Municipal Council);</i>	10
<i>Solid contribution to the Sustainable Energy Action Plan Analysis with support in preparing the detailed guidelines for identified available financial opportunities for the municipality of Chisinau to access needed funds;</i>	10
<i>Compiled presentation on key findings, recommendations and activities of the final (to be approved by the municipality) versions of the presented documents;</i>	3
TOTAL working days	40

The timeframe for specific activities will be determined, discussed and coordinated with the Project Manager and UNDP Portfolio Manager, upon contracting.

VI. Duration and management arrangements

The National Green Urban Development Consultant will be appointed in accordance with the provision of the UNDP Individual contract modality. The effort estimate is 40 working days during 2015.

The National Green Urban Development Consultant shall report directly to the Project Manager about activities, tasks to be carried out, the contract management and payment. The payment for services provided by the Expert will be made according to deliverables completed, and approved by the Project Manager.

VII. Requirements for experience and qualification

National Green Urban Development consultant

- Masters’ Degree in Urban planning, Design, Energy Engineering or other science related fields;
- At least 7 years of relevant working experience in one or more of the above fields;
- Extensive knowledge of local current developments in the urban planning, energy, building fields;
- Excellent proven analytical skills in analysis, leadership and overall diplomatic skills;
- Proven experience on preparation of written reports in Romanian and English in an accurate and concise manner;
- Excellent public presentation skills;
- Good organizational, time management and facilitation skills;
- In addition to Romanian, excellent command of English and Russian is mandatory.

VIII. Documents to be included when submitting the proposals:

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Personal CV including past experience in similar projects;
2. Financial proposal.

IX. References

1. Brief description of ESCO Moldova project components and activities Annex 1