

RESPONSE TO QUESTIONS
REGARDING
REQUEST FOR PROPOSALS (RFP)

Contractor Services for
Home Energy Rebates Programs

**STATE ENVIRONMENTAL IMPROVEMENT AND
ENERGY RESOURCES AUTHORITY (AUTHORITY)**

**MISSOURI DEPARTMENT OF NATURAL RESOURCES' (DEPARTMENT)
DIVISION OF ENERGY (MODNR-DE)**

June 25, 2026



The following abbreviations are used in this document:

- MoDNR-DE: Missouri Department of Natural Resources Division of Energy
- USDOE: United States Department of Energy
- RFP: Request for Proposals

Question 1. In accordance with Article VI. Agreement of the RFP (Page 7), can you provide bidders with a copy of the referenced Technical Services Agreement, and any other applicable legal and contractual terms and conditions?

Response: MoDNR-DE will provide a draft Technical Services Agreement and other applicable legal and contractual terms and conditions during contract negotiation.

Question 2. Are there any State of Missouri or Department of Energy forms that are required to be submitted with bidder proposals? If so, can those forms be provided to bidders?

Response: No materials are requested beyond those described in the RFP.

Question 3. We would like to ask if you will be responding to questions as they are received or if you will wait and respond to all questions on June 25th?

Response: This document contains all of MoDNR-DE's responses to questions that were submitted under the RFP guidance. MoDNR-DE provided no responses prior to the publication of this document.

Question 4. Would you be willing to provide a 2-week extension for submittals, moving the due date from July 2nd to July 16th?

Response: MoDNR-DE will not extend the response deadline.

Question 5. For responses where a prime vendor identifies and partners with a software/system provider, is Missouri open to contracting separately with the prime vendor and software/system provider?

Response: MoDNR-DE is looking to contract with one vendor for all services described in the RFP. The proposal may incorporate a software/system provider as a subcontractor.

Question 6. Page 8 of the RFP states, "The selected contractor will provide services as requested and outlined in this RFP, the Technical Services Agreement, and any amendments to the Technical Services Agreement." Can Missouri share a copy of the Technical Services Agreement?

Response: MoDNR-DE will provide a draft Technical Services Agreement and other applicable legal and contractual terms and conditions during contract negotiation.

Question 7. Page 12 of the RFP states, "All complete proposals received by the deadline will be evaluated for the purpose of selecting an entity which best meets the requirements of the RFP." Will the Agency use artificial intelligence to analyze or evaluate any information companies submit in response to this action? If so, please specify what information, the tool to be used, and how it will be evaluated.

Response: MoDNR will not use artificial intelligence in any part of this procurement process.

Question 8. Could MoDNR-DE please provide the general terms and conditions mentioned in Section VI of the RFP?

Response: MoDNR-DE will provide the applicable legal and contractual terms and conditions during contract negotiation.

Question 9. Should proposers include resumes for key personnel beyond subcontractors, or are responses to the narrative questions sufficient?

Response: Proposers should provide all information requested in the RFP under Section VII, Sub 4: Team/Personnel.

Question 10. What is the maximum file size limit for email submissions?

Response: The maximum file size for email submissions is 10 Megabytes.

Question 11. Is Attachment-3-Home-Rebate-Evaluation-Form required to be included with the proposal?

Response: No. Attachment 3 is MoDNR-DE's Evaluation Form. Proposals should include answers to the questions therein, but they should not fill out the evaluation form.

Question 12. What is the expected contract duration for this engagement?

Response: The contract duration will be from the date of contract execution to either the earlier of the programs' end dates (as dictated by funding and close-out requirements) or September 30, 2031.

Question 13. Does MoDNR-DE anticipate including costs for home energy assessments as part of the anticipated scope, and if so, should those be accounted for under the "Operational Costs" or the "Available Consumer Rebates" sections for each program?

Response: Proposals must identify funding sources for home energy assessments and avoid out-of-pocket costs to consumers when feasible and permitted by program requirements. "Available Consumer Rebates" should only include costs that directly result in a reduction in the cost of a measure or package of measures (e.g., a discount on a consumer's invoice) and **must** be allowed to be considered part of a consumer rebate under USDOE guidance. MoDNR-DE's preference is to maximize the rebate funding directly provided to consumers and to minimize non-rebate overhead.

Question 14. What are the expectations and requirements for integrating services described in the "one stop shop" including, utility rebates, utility demand response programs, the Low-Income Weatherization Assistance Program, and low-interest loans?

Response: MoDNR-DE is interested in receiving unique solutions from bidders as to how they would propose these programs could integrate with each other.

Question 15. Section V states: "The chosen contractor will be able to submit quarterly invoices for work related to the scope of the project." Is the state amenable to monthly invoice submissions?

Response: MoDNR-DE can accept monthly invoice submissions.

Question 16. Can the state provide a sample contract that includes all terms and conditions?

Response: MoDNR-DE will provide the applicable legal and contractual terms and conditions during contract negotiation.