

IBPSA-USA X19: BDE

X19.2 BDE – Climate Data

Request for Proposals

April 14, 2025

Overview:

Under this task, IBPSA-USA will maintain and further develop the Climate Information Consensus Document in coordination with ASHRAE Standard 169.

Funding is provided by the Department of Energy, and the total budget for this scope of work is \$4,510.

Scope of Work:

As part of this task, the subcontractor will maintain and further develop the [Climate Information Consensus Document](#) in coordination with ASHRAE Standard 169.

The first version of the consensus document contains the specification for a common data exchange format for weather data in building performance calculations, aligned with ASHRAE Std. 209. It contains specifications for a complete data model covering several variables and some important use cases related to building performance evaluation and design. More than a year after its publication, industry feedback suggests that its scope and applicability should be expanded. In addition, the document should be reviewed with key stakeholders in the industry to promote its adoption and improve its relevance. Finally, this update and expansion should be carried out in coordination with the standing committee for ASHRAE standard 169.

IBPSA-USA invites bids for a consultant to coordinate this update and expansion of the consensus document. The contractor will be responsible for overall project management. They are expected to recruit volunteers, subject matter experts, and stakeholders as appropriate – for original content generation, review, and consensus building. It is expected that the consultant will act as the convener and chair of the committee that creates the new consensus document. It is the responsibility of the consultant to ensure that key contributors to the document meet regularly and uphold IBPSA-USA standards for volunteer activity.

The consultant will work directly with the Project Execution Committee (PEC) and report to the PEC chair. They are expected to schedule update meetings at a suitable frequency with the PEC and the standing committee for ASHRAE standard 169. This RFP does not define specific tasks or a detailed roadmap. It is expected that the consultant will create these in consultation with the PEC to ensure that the expectations of the funding body (USDOE) and IBPSA-USA are met, and that the final output delivers value to practitioners and users.

Deliverables and Timeline:

Deliverable/Milestone	Date
X19.2 Climate Data: Memo summarizing updates to Climate Information Consensus Document	9/30/2025

Format for Submittals:**Format for Submissions:**

1. CV and Team Expertise: Description of general qualifications, specific evidence of relevant experience, and a listing of key personnel that would be available to work on this project.
2. Cost: Proposed hourly billing rate for each team member. Also provide a proposed total budget for this project (not-to-exceed), and a description of any match funding or in-kind contributions that would be provided.
3. Description of Approach: Provide a description of the consultant's approach to meeting the project objectives (2 pages max). Consider including the following details:
 - a. Review of the existing consensus document to identify opportunities for expansions and updates.
 - b. Coordination with the standing committee for ASHRAE standard 169.
 - c. Recruitment of volunteers (subject matter experts) for inputs.
 - d. Timeline for publication and industry engagement.
4. Comparable Projects: Summary of past projects that demonstrate the consultant's expertise.

Evaluation of Submissions:

IBPSA-USA will evaluate all submittals to determine which Consultants have the experience and qualifications that are best suited for this project.

IBPSA-USA may in the course of soliciting proposals:

- modify the timeline
- negotiate with one or more respondents to modify the proposed scope
- solicit contracts with one or more respondents for all or a portion of the work
- opt not to pursue any proposals at the current time



Submission Schedule:

Submit qualifications in PDF form via email to Hanif Smith, executive.director@ibpsa.us , by
5:00pm Pacific time on **5:00 PM Pacific Time Friday May 2**