



## REQUEST FOR LETTERS OF INTEREST

### SUBJECT MATTER EXPERTS ON STANDARD 90.1 (2019 AND/OR 2022)

#### **PURPOSE:**

The purpose of the Letter of Interest (LOI) is to identify Subject Matter Experts (SME) with experience in teaching the requirements of ASHRAE Standard 90.1-2019 and/or 90.1-2022, and an ability to adapt this material for an audience of state and local code officials throughout the United States. Following this LOI, selected respondents may be invited to submit a full proposal or participate in further discussions.

#### **PROJECT DESCRIPTION:**

Funded by the Resilient and Efficient Codes Implementation (RECI) initiative of the Department of Energy, in 2024 ASHRAE began the Energy Code Official - Training and Education Collaborative (ECO-TEC). The project partners with the states of New Jersey, Michigan, and Oregon, as well as with the International Codes Council (ICC), the National Association of State Energy Officials (NASEO) and the Oregon Department of Energy (ODOE). The project goals are:

- Support and increase energy code enforcement activities through training targeted to building code officials and intended to benefit the building industry as a whole; and
- Expand the workforce for code officials and associated career paths by assessing the needs of—and broadening training and education distribution channels to—target populations as defined by states' needs.

The largest component of the ECO-TEC project is adapting the current learning materials for ASHRAE Standard 90.1-2019 and 90.1-2022 to be more focused on the needs of codes officials. Using the new materials, ASHRAE will provide synchronous virtual training to state partners, as well as in-person train-the-trainer events.

To achieve this, ASHRAE is seeking SMEs with the ability to:

- Develop virtual training modules
- Develop in-person train-the-trainer modules
- Deliver virtual training
- Deliver in-person training

## **DESIRED QUALIFICATIONS**

- Demonstrated knowledge of ASHRAE Standard 90.1-2019 and/or 2022
- Understanding of the standard's application to state code officials
- Experience developing training materials using good practices in adult education
- Experience teaching technical standards and guidelines (virtually and/or in person)
- Availability to engage in the project between May and September 2025

Each qualification will hold equal weight when reviewed.

## **SUBMISSION GUIDELINES**

Interested parties should submit an LOI with a brief statement of interest that includes:

- An understanding of the project
- A summary of qualifications relevant to those mentioned above
- A statement of availability
- A resume

Please submit all materials via email to [edu@ashrae.org](mailto:edu@ashrae.org) by June 1, 2025.

## **TIMELINE**

- **LOI Submission Deadline:** June 1, 2025
- **Review Period:** June 2, 2025 to June 6, 2025
- **Notification of Next Steps:** June 9, 2025

## **QUESTIONS**

Any questions about this Request for LOI should be directed to Karen Murray at [kmurray@ashrae.org](mailto:kmurray@ashrae.org).