

Terms of Reference

Short-Term Consultancy

Green Building Expert for the Ambitious City Promises Project in Pasig City

I. Background

The Ambitious City Promises (ACP) is a 3.5-year international project which aims to support selected large cities in Indonesia, the Philippines and Vietnam to establish strong greenhouse gas (GHG) reduction commitments, local climate action plans directed by concrete targets, enhanced multi-stakeholder engagement and integrated strategies. The ACP project has the overall objective of contributing to ambitious GHG mitigation targets at the national level through their own ambitious mitigation plans and activities (called the “City Promise”).

The ACP project is implemented by ICLEI – Local Governments for Sustainability in close cooperation with the Seoul Metropolitan Government (SMG). In 2015, SMG launched the “Promise of Seoul,” a comprehensive strategy and climate action plan which also includes a strong citizen engagement component. Under this plan, SMG committed to reduce 20 million tCO₂e by 2030. Through the ACP, selected cities in Southeast Asia will adapt this model of inclusive, ambitious climate action, mainstreaming low emission development strategies (LEDS) and creating new climate leaders. The project is funded by the Federal Ministry for the Environment, Nature Conservation, and Nuclear Safety (BMU) through the International Climate Initiative (IKI) Program.

The project recognizes that Pasig City has been implementing environmental initiatives that direct the city towards a low carbon pathway. One of these initiatives include the adoption of the city’s Local Green Building Ordinance (Ordinance No. 06, series of 2015). The Local Green Building Ordinance aims to reduce carbon emissions and improve energy, water and other resource efficiencies associated with new building construction and retrofitting of existing buildings. Following the enactment of the Ordinance, the city government of Pasig advances to the formulation of its implementing rules and regulations (IRR) consistent with the provisions of the Ordinance and the Philippine Green Building Code as well as with recent data, trends and standards in the green building sector. A Green Building Expert is therefore envisioned to support the City Government of Pasig in the formulation of the IRR of the city’s Local Green Building Ordinance.

II. Objectives

This consultancy’s overall objective is to provide technical assessment of the current Local Green Building Ordinance of Pasig City and provide recommendations thereafter to support

in crafting the Implementing Rules and Regulations (IRR) of said ordinance. Specifically, the consultancy aims to:

- Provide a comprehensive technical assessment of the Local Green Building Ordinance of Pasig City;
- Ensure a multi-departmental participatory process by convening the Pasig City Green Building Board (PCGGB) and technical working group (TWG) to provide guidance and jointly develop appropriate IRR of the Ordinance, based on the results of a comprehensive assessment of the existing Ordinance; and
- Extend technical expertise, particularly in conducting building audit and identifying consequent green building measures and solution, to support the implementation of a small-scale infrastructure pilot project by the ACP project and the City Government of Pasig.

III. Duration and Location

The project must be completed within a period of five months, from 17 February 2020 to 17 July 2020.

IV. Expected Output

At the end of the consultancy period, the following outputs are expected:

- Comprehensive technical assessment of the Local Green Building Ordinance with detailed recommendations to ensure its adherence to the National Green Building Code and further strengthen the Ordinance, if needed. The assessment shall serve as inputs to the Ordinance's IRR.
- Draft IRR of the Local Green Building Ordinance including an enforcement and compliance monitoring framework.
- PCGGB and TWG convened through a series of consultation meetings towards the joint formulation of the IRR of the Local Green Building Ordinance.
- Detailed building energy audit and recommendations of green building measures and solutions for one public building selected as pilot site of the ACP's small-scale infrastructure pilot project.

V. Tasks

The consultant shall conduct the following activities:

- Conduct a comprehensive review and evaluation of Pasig City's Local Green Building Ordinance vis-a-vis its alignment to the Philippine Green Building Code, appropriate green building standards and certifications, as well as potential contribution to the city's greenhouse gas (GHG) emissions reduction efforts, among others.

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- Prepare an assessment report of Pasig City's Local Green Building Ordinance including detailed recommendations to enhance the existing Ordinance, if needed and inputs to the development of the Ordinance's IRR.
- Convene the Pasig City Green Building Board and technical working group (TWG) at least three (3) times for a series of consultation meetings towards the formulation of the Ordinance's IRR.
- Facilitate knowledge transfer to better understand building energy efficiency/green building challenges and opportunities in the Philippines and provide green building information documents to the city government through provision of technical support to relevant departments part of the PCGBB.
- Prepare an enforcement and compliance monitoring framework of the Local Green Building Ordinance IRR.
- Conduct a building audit and provide recommendations of green building measures for one public building selected as pilot site of ACP's small-scale infrastructure pilot project.

VI. Deliverables and Timeframe

The project will entail providing on-ground support and expertise in convening relevant departments of the City towards crafting the implementing rules and regulations of the Local Green Building Ordinance of Pasig City.

	Item	Inclusive Dates
1	Comprehensive review and assessment of the Local Green Building Ordinance	February 2020 – March 2020
2	Convene the Pasig City Green Building Board and Pasig City Green Building Technical Working Group at least three (3) times for a series of consultation meetings towards the formulation of the IRR of the Ordinance.	March 2020 – June 2020
3	Draft IRR of the Local Green Building Ordinance including an enforcement and compliance monitoring framework.	April 2020
4	Detailed building audit and recommendations of green building measures and solutions for the public building and infrastructure selected as pilot site for the implementation of small-scale infrastructure pilot project of the ACP project.	Contingent with IKI's approval of Pasig City's pilot project
5	Presentation and turnover of results to ICLEI and Pasig City (final report)	July 2020

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VII. Confidentiality

All data, documents, reports, and other materials prepared as part of this assignment shall be the property of Pasig City and ICLEI, and shall be turned over upon completion of the assignment. The consultant shall not pass on to any third party any data, documents, reports, or other materials prepared or obtained during the assignment and 3 years thereafter.

VIII. Qualifications

- A local individual consultant or firm is required for this consultancy.
 - Individual consultants must have an advanced degree in green architecture urban planning, or other related fields and at least five years of relevant professional experience on green building sector, preferably with local governments.
 - Firms must be a legal entity in the Philippines and should have a strong background working on the green building sector, preferably with local governments.
- Familiarity with different green building certification system/standards (such as LEED, BERDE, etc.)
- Significant hands-on experience in the field of building design, building energy efficiency and green buildings.
- Experience with international and/or bilateral/multilateral development institutions would be an advantage, as well as prior work in advisory/consulting with local government ;
- Experience working with high level public and private sector counterparts, highly desirable;
- Excellent presentation as well as oral and written communication skills;
- Active user of MS Office applications (Word, Excel, PowerPoint) and proficiency to Autodesk 3D Design & Engineering Software for Architecture (i.e. Green Building Studio) is preferred.

IX. Reporting

The consultant will report directly to Regional Program Manager of ICLEI Southeast Asia and Country Liaison Officer of the Ambitious City Promises (ACP) project. S/he will also be coordinating with the City Environment and Natural Resources (CENRO) of Pasig City.

X. General Terms

The consultancy will be paid upon the completion of the following milestones:

Item	Percentage
1. Comprehensive review and assessment of the Local Green	25%

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Building Ordinance	
2. Draft IRR of the Local Green Building Ordinance including an enforcement and compliance monitoring framework	25%
3. Detailed building audit and recommendations of green building measures and solutions for the public building and infrastructure selected as pilot site for the implementation of small-scale infrastructure pilot project of the ACP project	25%
4. Submission of final technical report	25%

XI. Application

Interested individuals/firms are requested to apply before **31 January 2020** by sending the following documents to **Ms. Pamela Cabacungan** via pamela.cabacungan@iclei.org

- Expression of Interest and confirmation of availability for the consultancy's duration
- Latest CV (if an individual); company profile and CVs of team members (if firm)
- Professional fees requested including details of the budget and time frame per task corresponding with the required deliverables.

For any queries, please contact ICLEI Southeast Asia via email address above or at (632) 426-0851.

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