

## Frequently Asked Questions Platte River's Building Tune-up Program

Date: April 1, 2010

1. **What is the Building Tune-up Program?** The BTU program is Platte River and its four owner utilities' (Estes Park, Fort Collins, Longmont, and Loveland) retrocommissioning program that help funds the cost to perform RCx services and helps customers achieve low or no cost energy savings by tuning up their existing equipment.
2. **What are commissioning, re-commissioning and retrocommissioning?** In general, commissioning is the practice of insuring the energy systems are operating as efficiently as it can and as designed by performing detailed testing and diagnostics of these systems. Typically low or no cost measures are identified that you can do to save energy in an existing building, but require an experienced commissioning agent to perform this analysis. Definitions are as follows:
  - *Commissioning* (New Construction): Insuring that a building will operate as the designers intended it to; design/submittal/BOD/OPR reviews, construction observations, witness system startup, functional testing, training, warranty checks
  - *Retrocommissioning* (Existing Building): Commissioning a building that has never been commissioned; systematically reviewing the comfort, operating issues, and energy performance to insure that the building is functioning in an optimum manner
  - *Re-commissioning* (Existing Building): Commissioning an existing building that has already been commissioned or retro-commissioned
  - *Continuous Commissioning* (Existing Building): An ongoing process to resolve operating problems, minimize comfort complaints, and optimize energy performance
3. **Who should I contact to start this process or ask questions?** You can contact your city utility, account representative, or Platte River Energy Services to get started.
4. **What is considered a project, per building or multiple buildings per company (campus)?** A project is per building.
5. **When can I submit an application for my project to be considered?** Currently we are accepting applications through May 17, 2010 and expect to select 2 to 3 projects for the 2010 calendar year. Future project application submittal periods will be determined after this first round is complete.
6. **If my project is not selected to be funded, will it be considered for future project funding?** Yes, we will notify you if you are not selected and ask if you want to be considered for the next selection round.

7. **Do I have to use one of the RSPs on your list to perform the work?** Yes. But you can choose a different contractor or use in house staff to perform the implementation services.
8. **What are you considering when you select projects to be funded?**
  - a. First, the project, facility, and customer must meet the minimum criteria as described in the Building Tune-up Program Manual to be considered.
  - b. The BTU team will consider the following factors in selecting projects:
    - i. Total available budget to fund project(s).
    - ii. City equity – try to fund at least one project located in each of our member cities (Estes Park, Fort Collins, Longmont, Loveland).
    - iii. Cost effectiveness; utility and electric savings potential.
    - iv. Customer funding and other funding.
    - v. If project is generated by an RSP and their current participation in the program.
    - vi. Other criteria may be developed at the discretion of Platte River.
9. **What is the high energy user criterion?** This is open so as to not restrict specific cases. But a low score on the Energy Star rating or CBECS is where this starts.
10. **Are O&M Savings included in the SPB for RCMs?** No. They can be used as leverage for additional information or help borderline measures, but will not be part of initial SPB calculations.
11. **Is the Xcel Energy participation on the Fast Tracks side of the program? Or how does that work?** Probably work on the Fast Track
12. **What level of scoping does an RSP need to do if we are bringing in the customer? Is the application enough?** Can we do anything more to help get customers selected? At minimum, the application is all that is required for applying to the program, just help them fill out the application completely.
13. **Is the RSP required to be part of the Implementation Phase if we are implementing the measures ourselves or through a third party contractor?** No, but we strongly recommend that they are playing an advisory role to ensure the verification phase goes smoothly and savings are realized.
14. **Is savings +/- 20% on a per measure basis or on a per project basis?** Per measure, but measures are not set in stone at this phase. This applies to the Planning Phase RCM calculations, in terms of the level of accuracy expected on the predicted energy savings analysis provided by the RSP. During the Implementation Phase, the accuracy is expected to increase to +/- 5-10% for the RCM savings.
15. **Is trending going to be required as part of the deliverables for the Planning Phase?** No.

- 16. Can trending take the place of functional testing?** Partially. Functional testing is necessary as we need confidence that points are all calibrated before trusting the trend data. It would also be worth testing a few sequences before trending them as well.
- 17. Are the RSPs going to recommend capital improvements as part of the scope of work?** Not as part of the scope of work for the project, but as part of the verification report there is a section for recommended capital improvement measures.
- 18. What happens if RSP has to go back 2-3 times to do verification? The RSP can spend the budget really fast if they don't have watch over the controls and contractors and the RSP should not be responsible for that.**

There are multiple facets to this answer:

1. RSP should budget for some minor rework as this will undoubtedly happen even with a good contractor.
2. There should be a 50/50 responsibility of the Customer and the RSP to make sure that the end of Implementation and the Verification phases go smoothly. This goes in hand with the RSP staying involved during implementation, looking over the shoulder of the customer doing the work, ensuring it's being done correctly. Also we recommend that the customer provide some sort of sign off near the end of the Implementation Phase at a meeting with the RCx team, stating that all of the work is implemented and functioning per the recommendations of the RSP.
3. There should be an agreement between customer and PRPA that will protect against this. For example, if the customer says that all implementation is complete, and the RSP determines that it is not complete and results in the RSP having to do additional verification analysis and site trips, the customer should be responsible for reimbursing the RSP for their additional time.

**Feel free to contact us for more information. Platte River Building Tune-up Program, call us; 970-226-4000, or email; [tuneup@prpa.org](mailto:tuneup@prpa.org)**