

Continuous optimization program

Opportunity assessment

1. Complete all sections below for each building of interest, including the preferred building characteristics checklist.
2. Email your completed form to your Key Account Manager. Your Key Account Manager will notify you when your opportunity assessment has been approved. If applicable, BC Hydro will forward your application to FortisBC who will contact you to discuss the building further.

For a list of BC Hydro Continuous Optimization Recommissioning Service Providers, please contact your Key Account Manager or visit the BC Hydro Continuous Optimization program web site.

A. Customer information

Legal company name:		Company contact:	Date (Yr/Mth/Day):
Contact title	Phone: () -	Cell: () -	Email address:
Corporate head office address:		City:	Postal code:

B. Facility information

Facility name:	Facility contact:	Phone: () -
Facility address:	City:	Postal code:

Select one offer only: Recommission Real Time Energy Management (RTEM)

Name of Proposed RTEM System Vendor:

The RTEM software has been previously installed in the building: Yes No

Building type

- | | | |
|---|--|---|
| <input type="checkbox"/> Medium office | <input type="checkbox"/> Large hotel (>100,000 ft ²) | <input type="checkbox"/> Warehouse/wholesale |
| <input type="checkbox"/> Large office (>100,000 ft ²) | <input type="checkbox"/> Hospital | <input type="checkbox"/> Refrigerated warehouse/wholesale |
| <input type="checkbox"/> Medium non-food retail (50,000 – 100,000 ft ²) | <input type="checkbox"/> Nursing home | <input type="checkbox"/> Arena |
| <input type="checkbox"/> Large non – food retail (>100,000 ft ²) | <input type="checkbox"/> Large school (>50,000 ft ²) | <input type="checkbox"/> Pool |
| <input type="checkbox"/> Food retail (e.g. supermarkets, grocery stores) | <input type="checkbox"/> University/college | <input type="checkbox"/> Courthouse |
| <input type="checkbox"/> Medium hotel/motel (50,000 – 100,000 ft ²) | <input type="checkbox"/> Restaurant | <input type="checkbox"/> Other: |

Year built	Building size (ft ²)	Primary energy source for space heating: ¹
		<input type="checkbox"/> Electricity <input type="checkbox"/> Natural gas <input type="checkbox"/> Purchased thermal energy ² <input type="checkbox"/> Other ³

Building Automation System (BAS) manufacturer:	BAS install date (Yr/Mth/Day):
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Select your Electric utility: BC Hydro FortisBC

¹ If the primary energy source for space heating is other than electricity or natural gas please complete **C. Thermal energy worksheet** below.

² Purchased thermal energy refers to the thermal energy produced from a utility company.

³ Other may include oil, propane, biomass or any other fuel source used to generate thermal energy and/or electricity.

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C. Thermal energy worksheet (if applicable)

Is natural gas or electricity the primary space heating fuel source? Yes No

If no, what is the primary fuel source? (e.g. oil, propane, biomass)

Do you purchase thermal energy from a third party that uses natural gas as its primary fuel source? (e.g. district energy, steam, geothermal)

Yes No If yes, please provide contact information below.

Thermal energy company information

Company name:		Contact name:	
Contact title	Phone: () -	Cell: () -	Email address:
Corporate head office address:		City:	Postal code:

Additional comments:

D. Building controls

Does the building have a computerized Building Automation Systems (BAS)? Yes No

Is the BAS robust enough to use as a data acquisition tool during recommissioning?

BAS is able to trend and store large amounts of data at short frequencies (two minutes or less) for long periods of time without slowing down the normal control functions of the system. Yes No

BAS is web-based allowing the commissioning provider to look at building data in real time from an internet connection at any time. Yes No

Are trend data files conducive to spreadsheet analysis? (multiple points possible in each test-based file export, limited missing or bad data included). Yes No

Can the BAS be accessed remotely, and (limited) access be given to the BC Hydro and FortisBC program managers and program service provider? Yes No

Comments:

E. Available and up-to-date building documentation

Does the building have complete, up-to-date documentation of the following items:

As-built mechanical and electrical drawings including piping and riser diagrams	<input type="checkbox"/> Yes <input type="checkbox"/> No
An equipment list with nameplate information and dates of installation	<input type="checkbox"/> Yes <input type="checkbox"/> No
As-built control system documentation: <input type="radio"/> points list <input type="radio"/> sequences of operation <input type="radio"/> user's manual <input type="radio"/> control drawings with as-built sensor locations	<input type="checkbox"/> Yes <input type="checkbox"/> No
Testing, adjusting and balancing reports	<input type="checkbox"/> Yes <input type="checkbox"/> No
Operation and maintenance manuals	<input type="checkbox"/> Yes <input type="checkbox"/> No
Pump and fan curves	<input type="checkbox"/> Yes <input type="checkbox"/> No
Copy of current service contracts	<input type="checkbox"/> Yes <input type="checkbox"/> No
Equipment warranties still in effect	<input type="checkbox"/> Yes <input type="checkbox"/> No

Comments:

F. Owner support and the in-house champion

Is the building owner involved and supportive of the recommissioning process?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the recommissioning project have a technically savvy in-house champion that will help facilitate the process?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the owner have an investment history in energy efficiency and sound O&M practices that indicate a progressive management philosophy and commitment to improving building operations?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are major retrofit projects or major tenant improvements planned within the next one to two years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there future plans to transfer the management of operations and maintenance activities to an entirely new staff or an outsourced company?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Comments:

Continuous optimization program

Preferred building characteristics checklist

When developing the scope and budget for a recommissioning project, the following building characteristics should be considered. These characteristics are not meant to eliminate buildings from going through a recommissioning process but rather help determine what may bolster or create barriers to the cost-effectiveness of a project. For owners with a portfolio of buildings, understanding these characteristics can help you prioritize which buildings to recommission first, based on cost-effectiveness. A checklist follows.

1. MECHANICAL EQUIPMENT AGE AND CONDITION

The cost-effectiveness of a recommissioning project partly depends on the age of the equipment, systems and controls.

Poor candidates – Buildings with equipment that is broken or in need of major upgrades.

Good candidates – Buildings with equipment and systems less than 12 years old, or several years from the end of their useful life (well maintained equipment can often last well beyond the typical 15 year replacement life cycle), the recommissioning process is appropriate.

A Recommissioning Service Provider can do a quick assessment of the mechanical and electrical systems to determine how well the facility is maintained and operated. Buildings with newer equipment that is not well maintained or that have excessive deferred maintenance issues may indicate a lack of funding capability by the owner(s) or a lack of commitment to sound operations and maintenance (O&M) practices.

2. BUILDING STAFF PARTICIPATION

The cost-effectiveness of a project may be greatly increased when skilled building staff perform some of the recommissioning tasks such as maintenance and simple repairs such as coil cleaning, filter changes, belt tightening, broken linkages and damper blades.

Building staff can also help minimize costs by helping to set up the trend logs, potentially setting and removing data loggers and implementing some of the less complicated measures.

It's recommended the building owner or manager assign a senior building technician to work with the recommissioning provider as it's important for building staff to be available to provide information about the building's operating strategies, maintenance procedures and perceived problems.

3. BUILDINGS WITH ENERGY MANAGEMENT CONTROL SYSTEMS (EMCS)

Buildings with computerized EMCS are preferable recommissioning candidates to those with purely pneumatic systems. This is due to the following factors:

- The building automation system (BAS) can be used as a data acquisition tool during recommissioning; a pneumatic system cannot. (Example: evaluating operational problems with individual VAV boxes that are pneumatically controlled would be extremely time consuming and costly.)
- Operational improvements can be easier and less costly to implement through the BAS compared to making physical changes to individual pneumatic controllers. (Example: resetting duct static pressure set point based on VAV box damper position is a cost-effective control strategy through BAS), but may be impractical to implement with a purely pneumatic control system.)
- Pneumatic controls tend to drift out of calibration more frequently than electronic controls, and the energy savings may not be long lasting. Therefore, the increased maintenance cost associated with sensor calibration should be considered to ensure the energy savings identified in the recommissioning project persist over time.

The robustness of the BAS is worth careful examination to understand what it can and can't do. More robust systems are able to trend and store large amounts of data at short frequencies (two minutes or less) for long periods of time without slowing down the normal control functions of the system.

Some of the most robust systems are also web-based. A web-based system allows the recommissioning provider to look at building data any time. Without adequate trending and data storage capability, the commissioning provider will need to use more portable data loggers and hand-held test equipment than is typically used, which can add time and expense to the project.

4. AVAILABLE AND UP-TO-DATE BUILDING DOCUMENTATION

Clear, complete, up-to-date building documentation expedites the investigation phase of a project. Buildings that lack good documentation, especially with regard to the mechanical and control systems can increase costs. The checklist under E above provides a list of typical documentation needed during the recommissioning process.

5. OWNER SUPPORT AND THE IN-HOUSE CHAMPION

An involved, supportive owner in combination with a technically savvy in-house champion can help lead to a project's success. It's recommended to assign an in-house champion such as an energy manager, or facility or property manager, to work as a facilitator.

6. FUTURE BUILDING PROJECTS AND CHANGES

When developing a recommissioning project scope, it is wise for the recommissioning provider to understand what the building owner's plans might be for the future. For example, if an owner is considering retrofit projects or major tenant improvements in the near future (within the next year or two) it may be advantageous to wait for these activities to occur before going forward with a full retro-commissioning project.

On the other hand, depending on what the improvements are, the retro-commissioning project can be designed to have a commissioning component to ensure that new installations are specified, installed, operate as intended and integrate completely with the existing systems in the building.

It may be highly beneficial to recommission some of the systems before a major retrofit in cases where reducing loads may lead to downsizing equipment included in the retrofit. Another consideration is how the operations and maintenance will be accomplished in the future. How this is done can affect the persistence of the benefit realized as a result of the project. Questions about plans for outsourcing the maintenance and staff turnover can affect the training and documentation scope for the project.

Continuous optimization program

Terms and conditions

OVERVIEW

The BC Hydro Continuous Optimization Program (C.OP Program) in partnership with FortisBC focuses on low-cost operational improvements to a building's HVAC and lighting control systems in order to reduce electricity and/or natural gas consumption.

This approach differs from standard retrofit programs (e.g. lighting or heating system upgrades) that replace existing equipment with more energy efficient systems.

In addition to incentive funding provided by BC Hydro, customers who use natural gas for space heating may be eligible to receive additional support from FortisBC.

BC HYDRO AND FORTISBC ELIGIBILITY REQUIREMENTS

To be eligible for the C.OP Program participants must meet the following:

1. be a current BC Hydro customer or FortisBC customer
2. building is larger than 40,000 square feet
3. building has a control system robust enough to create additional trend logs as required
4. possess the following building documentation:
 - mechanical and electrical schematics
 - control drawings
 - testing, adjusting and balancing reports
 - operation and maintenance reports
5. building equipment and systems must be well maintained, and no major retrofits or tenant improvements planned within the next 12 months
6. building must have been fully operational for a minimum of one year
7. must select an approved Recommissioning Service Provider / RTEM System Vendor from BC Hydro's approved list.

Secondary considerations will include a review of the building's energy savings achieved during Round 1 of the program (if applicable).

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