

# Energy Services for Local Governments

*-Readying Governments for EECBG & Other Funding  
-Helping Clients Complete Strategic Energy Plans*



The Land-of-Sky Regional Council is providing technical assistance through its Waste Reduction Partners program of multi-disciplinary engineers to help local governments prepare for energy efficiency funding opportunities under the America Recovery and Reinvestment Act.

*A Requirement for a Strategic Energy Plan:* North Carolina's State Energy Office will be distributing 'non-entitlement' energy-related ARRA investment funding and assistance through a competitive RFP process to a number of public and private sectors in fall 2009. Public entities will be required to develop a brief Strategic Energy Plan as a prerequisite to apply for these energy project funds. The SEO has defined key elements for the plan. SEO officials expect a first RFP round for funding to be issued in September 2009, with local government proposals expected to be due in October 2009.

## WRP Technical Assistance Services

### *Needs Assessment:*

WRP staff will assess the present needs and goals of the local government entity to be prepared to seek Energy Efficiency and Conservation Block Grant and other funding opportunities. WRP engineers will assess current internal efforts in facilities energy management and fleets management programs and recommend a collective project planning approach. Client and WRP project responsibilities will be clearly articulated and agreed upon during this needs assessment phase.

### *Data Collection and Previous Efforts*

A WRP engineer will work with clients to collect appropriate utility cost, energy and fuel usage information, rate structures, and determine key performance indicators or benchmarks (e.g. annual energy use per square foot, energy costs/sf, water use/sf, etc.).

### *Facility Surveys and Walk-throughs*

WRP engineers will complete or update facility (USI) surveys which quickly capture information on facilities, systems, operations, administration, and communications. Surveys address background site information, energy use baselines, major energy-using equipment (HVAC, hot water, lighting, process, and plug loads), building envelope, maintenance, and management. Client staff will be requested to complete survey to the extent possible in advance. Key sites or all sites may be included in the surveys.

### *Energy Conservation Measures Identification*

Based on the facility survey results, a list of recommendations for no-cost, low cost, capital projects and energy program/policy recommendations will be generated. Projects' technical and economic feasibility will be quantified where possible.



### Develop the Plan & Service Products

The State Energy Office's model for a strategic energy plan includes 1) executive summary, including goals, top management commitment, strategies, responsibilities, and key performance indicators, 2) organizational description, background, and any current projects 3) supply side projects, and 4) demand side projects, and 5) water-use, and 6) awareness and training – all with tactical short-term actions with quantified measurements, savings, costs, jobs creation, staffing responsibilities, and potential funding sources. Community-based activities and transportation are optional elements of the SEO model plan which are encouraged. LOSRC staff can provide additional assistance on these optional elements.

WRP staff will provide model plans for client's completion, working jointly with the client's energy team, WRP engineers will provide Energy Conservation Measures (ECMs) recommendations and financial analysis which can serve at the basis for demand-side, supply side, water-use projects and other organizational improvement projects. Low cost and capital project lists identified can serve as a "Scope for Work" for grants applications, operational budgeting, and capital improvement project requests.

### Guidance on Decision Analysis, Project Funding, Grant Preparation, and Implementation

Our goal is to assist our clients to have an energy saving project 'scope of work' defined with quantified technical and financial descriptions. WRP engineers can provide mentoring to a decision making process to lead to successful financing and implementation of projects identified in the planning process.

### **Timing, Costs, and Staff Commitments**

LOSRC-WRP technical assistance will be supported by grant funding secured by the Council and will require no financial contribution by the local government entity. Clients will be expected to assemble an energy team of key staff responsible for facilities management, related operations, and finance. Local government should have top-down commitment for plan development, data collection, site assessments, tracking, and implementation, based on economically practicable approaches. Local government managers can estimate their staff time commitments of ½ to 1 day per site survey per staff participant, plus 20 - 30 hours in plan development and project scoping to meet the minimum requirements of the SEO model plan.

The plan development timeline will take an estimated 6-8 weeks depending on staff availability, facilities sizes, current efforts and data, plan scope and goals, etc.

### **How to Get Started?**

Contact Land-of-Sky Regional Council's WRP office to have an engineer assigned to your local government. Call or e-mail Russ Jordan, WRP Energy Manager, at [russjordan.wrp@windstream.net](mailto:russjordan.wrp@windstream.net) or phone 828 251-7477 (M,W) or 828 863-2917 (T, TH, F). [www.wastereductionpartners.com](http://www.wastereductionpartners.com)

