

Public Purpose Charge (SB 1149) Schools Program Energy Audit Process

BEFORE ENERGY AUDIT

- Audit Firm submits qualifications to Energy Audits for School Buildings Request for Qualifications
- If Audit Firm is approved, they sign a Prequalified List Agreement to become a Prequalified Audit Firm
- School develops Energy Audit Scope of Work and selects Prequalfied Audit Firm
- Audit Firm submits Scope of Work Approval Form for ODOE review and approval
- Audit Firm submits signed Contract with school to ODOE, per approved Scope of Work Approval Form

CONDUCT ENERGY AUDIT

- Audit Firm reviews Energy Audit Requirements and Audit Report Template and Requirements.
- Audit Firm conducts preliminary analysis and schedules site visit
- Audit Firm conducts site visit(s) and completes all activities listed in the Energy Audit Requirements necessary to complete the Energy Audit Report

CREATE ENERGY AUDIT REPORT

- Audit Firm reviews Audit Report Template and Requirements
- Audit Firm completes analysis and writes Energy Audit Report. Report follows the Audit Report Template and Requirements
- The Audit Report analysis includes all Energy Efficiency Measures (EEMs) with a simple payback of less than 50 years, unless approved for Targeted Measures only

SUBMIT ENERGY AUDIT REPORT

- Audit Firm initiates Audit in Schools Interactive Database (SID) and uploads draft Report
- •ODOE reviews the report and provides review comments. Audit firm works with ODOE to ensure report meets all requirements
- •ODOE approves final draft, then Audit Firm uploads final document(s) and enters EEMs into SID
- Audit Firm submits Final Audit Report to School District

IMPLEMENT EEMs

- School District reviews report and selects measures from **Implementation Plan**
- School District completes measures and enters final costs into SID
- School District submits reimbursement request for eligible expenditures to ODOF
- ODOE reviews and approves eligible expenditures in SID