

Obion County School District

ENERGY MANAGEMENT GRANT PROPOSAL

1 BACKGROUND

The Energy Efficient Schools Council (EESC) has allocated \$15,707 to Obion County School District (OCSD) to establish an ongoing energy management program. The four minimum criteria are;

1. Board adopted energy management/conservation policy that includes protection of indoor environmental quality.
2. Establishing a baseline of at least one year of historical utility data and benchmarking utility data on Energy Star Portfolio Manager for a number of schools that will account for at least 50% of the total square footage.
3. Conduct ASHRAE Level 1 Audits with a CEM or BEAP on a number of schools that will account for at least 10% of the total square footage.
4. Establish an energy action plan that identifies roles and responsibilities including an energy management advocate for the district.

OCSD proposes to use the grant to fulfill these minimum criteria and with the remaining grant allocation. OCSD has selected the professional services of the Mechanical Resource Group under this grant.

2 ENERGY CONSERVATION POLICY

OCSD will adopt an Energy Conservation Policy that meets the EESC requirement. MRG will provide technical assistance to develop policy and guidance. OCSD will request total reimbursements of \$2,000 and will submit the policy upon adoption by the Board.

3 ENERGY STAR PORTFOLIO MANAGER

MRG will establish an Energy Star Portfolio Manager Account for OCSD and will enter a minimum of one year of historical utility data and enter monthly utility data going forward for every district school. OCSD will seek a reimbursement of \$3,000 to establish an energy baseline in the district. OCSD will share the Portfolio accounts with EESI.

4 ENERGY AUDITS

MRG will ensure that ASHRAE Level 1 audits per the 2nd Edition of ASHRAE's *Procedures for Commercial Building Energy Audits* and reports per ASHRAE standards are prepared for a number of schools in OCSD that will exceed 10% of the total square footage of the district. OCSD will request total reimbursements of \$3,000. OCSD will provide a copy of the report for documentation.

5 ENERGY MANAGEMENT PROGRAM/ACTION PLAN

MRG will lead OCSD through a process to develop an ongoing energy management program and action plan. Roles and responsibilities will be assigned for identified actions. Phil Graham, Maintenance Supervisor, will act as Energy Advocate for OCSD. OCSD will request total reimbursements of \$7,707 and will provide quarterly progress reports.

6 SUMMARY

OCSD will meet the minimum grant criteria through the actions described in the proposal and is requesting \$2,000 to establish an energy policy and guidance, \$3,000 for the ASHRAE Level 1 audits and reports, \$3,000 to establish energy baselines in Energy Star Portfolio Manager and benchmark facilities, and \$7,707 to establish an ongoing energy management program, develop an energy conservation action plan, monitor and track results, and file quarterly progress reports for one year.