



**PROGRAM GUIDELINES
FOR THE IMPLEMENTATION OF SB 1149**

**SCHOOLS
PUBLIC PURPOSE CHARGES**

Updated June 27, 2008

Oregon Department of Energy
625 Marion Street NE
Salem, OR 97301-3737
(503) 378-4040 or Toll-Free 1-800-221-8035
Fax (503) 373-7806

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DEFINITIONS

Average Daily Membership is calculated by (1) adding together the number of students attending each day plus the number absent each day that the school was in session during the school year, and (2) dividing that total by the number of days school was in session with students in class.

Baseline energy use index is the energy consumption or costs for a specified time period to which future usage or costs are compared.

Commissioning of new equipment is the process of ensuring that systems are designed, installed, functionally tested, and capable of being operated and maintained to perform in accord with the design intent.

Completely implemented plan is when all eligible instructional school facilities have implemented all required energy efficiency measures identified in their audits and/or all eligible instructional school facilities in the school district are operating within the EUI target range. Required measures are measures with a simple payback of less than or equal to 20 years.

Eligible school site includes any public school facility whose Average Daily Membership is included at the school district and/or Education Service District by the Oregon Department of Education and is within Portland General Electric or Pacific Power territory.

Energy audit is the comprehensive assessment of a building's energy use and efficiency through the analysis of the building and all energy using systems.

Energy audit report is a detailed report prepared by a qualified energy auditor that includes a summary of recommendations, baseline building description, description and cost of energy efficiency measures, calculations that support estimated energy savings, simple payback period and/or life-cycle cost analysis.

Energy conservation education programs are hands-on instructional programs intended to involve students, teachers, and staff in efforts to operate school facilities in an energy efficient manner. Programs strive to integrate education on energy, the environment, and their relationship to savings opportunities. Programs include those developed by: U.S. Department of Energy or its affiliated agencies or programs, Oregon Department of Energy, State Colleges or Universities or any curriculum approved by the Oregon Board of Education, the National Energy Education Association, and/or the local school district or school board.

Energy efficiency measure (EEM) is a capital or permanent improvement in capital equipment or facility that is designed to reduce energy consumption, or that result in substantial savings in the amount of purchased energy at a site. Improvements include cost effective operations and maintenance improvements to optimize equipment operation, including measures or projects that provide measurable environmental benefits in addition to the energy savings from the project.

Energy use index (EUI) is a measurement of the total energy used in a building (or facility) for a specific period of time stated in terms of British thermal units (Btu) per gross conditioned square foot per year (Btu/sf/yr).

EUI Target Range is the range of energy consumption that a facility ought to demonstrate in relation to specified conditions. The energy use index is compared to the target range to benchmark a facility and to determine the type of audit required. The target ranges for the program were developed by the Oregon Department of Energy.

Environmentally focused energy sources use a renewable energy resource to generate power and produce electricity with less impact on the environment than traditional sources (usually purchased from the electric company).

Implementation plan, completed by the school district, identifies the intended date of implementation for required energy efficiency measures, as well as expected funding sources for each measure.

Instructional school facility is a school site whose primary function is instruction that may include facilities used for classroom instruction, multipurpose activities, and libraries in kindergarten through grade 12.

Operations and maintenance procedures include repair, replacement, and other capital maintenance of equipment to optimize equipment operation.

Public school facility includes facilities that are owned and operated by the school district and used for any purpose associated with public education in kindergarten through grade 12, and also includes facilities that are used by more than one school district. This includes buildings that are owned by a school district and leased to another school district or Education Service District for educational purposes.

Qualified energy auditor is an individual or company that meets the requirements of the qualified professional auditor as established by Oregon Department of Energy's Request for Proposals. All energy audits for the SB 1149 program must be performed by a qualified energy auditor.

Renewable energy resources include, but are not limited to straw, forest slash, wood waste or other wastes from forestland. It also includes industrial waste, solar energy, wind power, geothermal resources, or waste heat recovery. It does not include a hydroelectric or geothermal project with more than one megawatt of installed generating capacity.

Renewable resource project is a project that uses a renewable energy resource at a school site to produce electricity to replace or supplement electricity to the site. All projects must be pre-approved by the Oregon Department of Energy.

Retro-commissioning is the process of identifying, repairing and/or replacing aging or dysfunctional equipment or systems in an existing facility. It involves design and specification review and trouble-shooting equipment. Retro-commissioning makes recommendations for required repairs, modifications, or changes to the equipment or system to improve energy efficiency, prolong equipment and system life expectancy, increase occupant comfort, and improve indoor air quality. The retro-commissioning agent provides facility operator training for operations and maintenance of equipment. The energy savings and simple payback period is calculated for each retro-commissioning measure identified. Retro-commissioning includes the actual cost to adjust, modify, repair, and/or replace capital equipment.

Schools Interactive Database (SID) is the database used to report information on school district energy use, audit recommendations and implemented projects related to the SB 1149 program. The Schools Interactive Database is the official record for the program.

Simple payback period is the total cost of an energy efficiency measure or project divided by the first year energy cost savings, stated in years.

Staff training provides skills and techniques for trouble-shooting, adjusting, and modifying equipment in order to improve the energy efficiency of capital equipment.

Weatherization includes measures designed to reduce the heat loss of a facility through the building envelope.

INTRODUCTION

The Oregon Legislature passed Senate Bill 1149, which introduced competition into the retail electricity market of the two largest utilities, Portland General Electric and Pacific Power. The bill went into effect on March 1, 2002. It provides that Portland General Electric and Pacific Power must collect a public purpose charge from consumers within their service areas that is equal to 3 percent of the total revenues from electricity services. Ten percent of these public purpose funds must go towards energy efficiency efforts in public schools within their service areas. The Oregon Department of Energy facilitates the administration of the schools public purpose funds in cooperation with the Education Service Districts and individual school districts. Throughout this document, “SB 1149 public purpose funds” exclusively refers to the funds related to the K-12 schools program.

“Program Guidelines for the Implementation of SB 1149 Schools Public Purpose Funds” were developed in March 2002. Superintendents, principals, facility directors and Department of Energy staff on two committees developed the guidelines to implement cost-effective energy efficiency improvements in schools utilizing SB 1149 Funds.

The Technical and Policy Committees were reconvened in 2005 to review the guidelines, which were updated November 3, 2005. Updates included establishing reimbursement protocol through the Educational Service Districts, requiring energy use data be entered into the Schools Interactive Database, and making data collected by the Oregon Department of Energy as the official record.

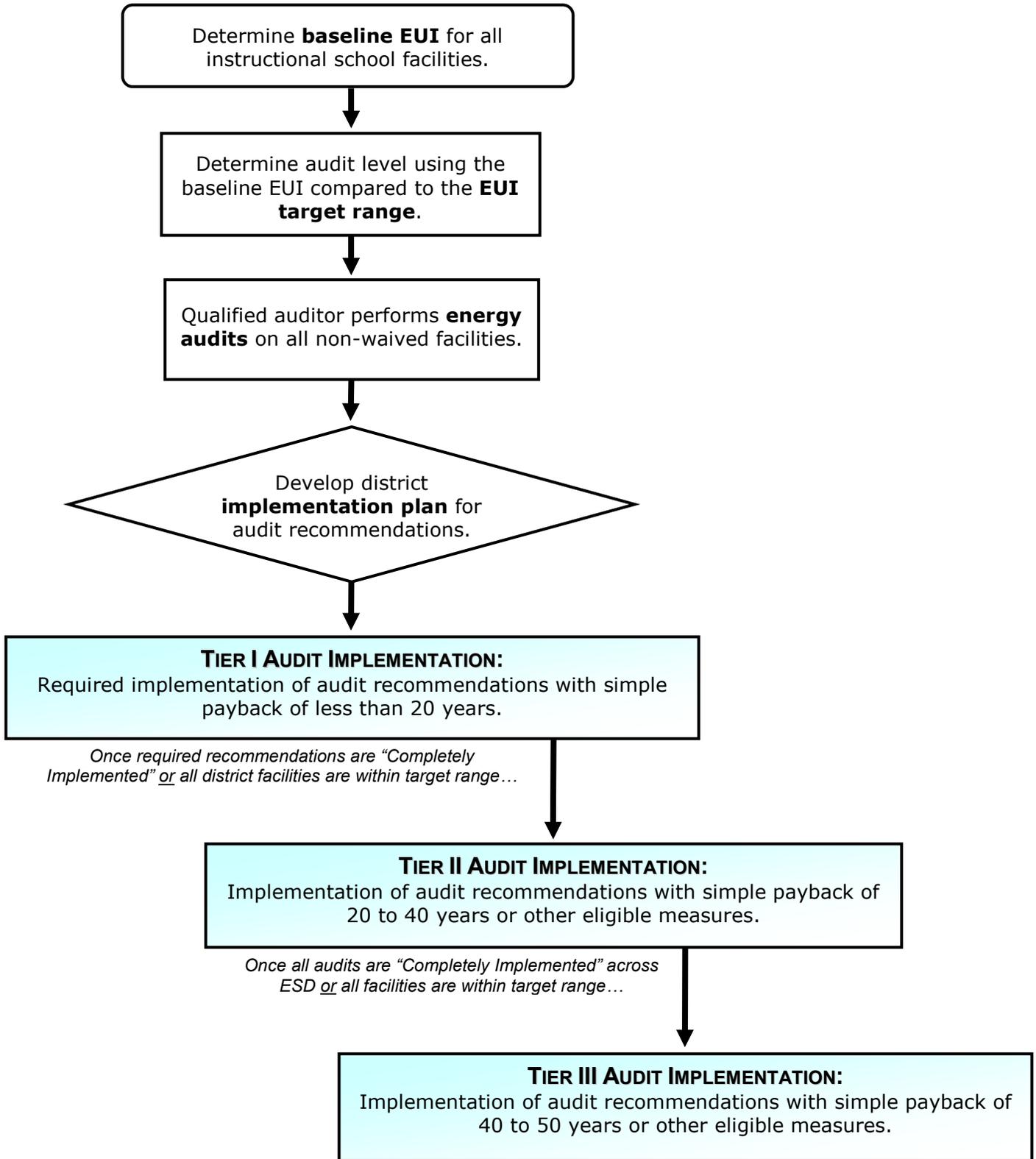
The Technical and Policy Committees gathered again in 2008 to update the program guidelines. The passing of SB 838 in 2007, which extended the public purpose charge through 2025, prompted necessary program revisions. This document represents recommendations made by the Technical Committee and adopted by the Policy Committee. Changes include:

- **Measures that have a simple payback of 20 years or less are required to be implemented.** Cost effectiveness is a key issue in demonstrating the impact of the SB1149 schools program. Schools demonstrate unique cost effectiveness for implementing measures due to their limited operating hours, as compared to other commercial buildings. In addition, increased construction costs contribute to longer payback periods. The program requirement for measure implementation was increased from 15 to 20 years simple payback to help districts achieve further savings.
- **New energy use index (EUI) Target Ranges.** Following a review of the average energy use for schools in Oregon and potential energy savings from audited measures, the Target Ranges were adjusted to represent achievable savings within the SB1149 program. Other factors, such as operating hours and climate, were also used in determining adjustments.
- **Typical school operating hours updated.** Operating hours are a major influence on the overall energy use of a building. After hours and community use of school facilities has grown, particularly in elementary schools, and was revealed in the review of school energy use. Typical operating hours were updated to reflect current building use trends.
- **Clarification of use of incentives from Energy Trust of Oregon.** All available SB 1149 program funds must be identified in the district’s approved implementation plan before use

of Energy Trust of Oregon incentives will be allowed. The required approval by the Oregon Department of Energy prior to use of Energy Trust funds remains in effect.

- **Clarification of eligible measures in Tier I, Tier II, and Tier III.**
 - Tier I:* Implementation of required measures, with a simple payback of 20 years or less.
 - Tier II:* Implementation of measures with a simple payback of 20 to 40 years, or other eligible measures.
 - Tier III:* Implementation of measures with a simple payback of 40 to 50 years, or other eligible measures.
- **Specifies implementation costs to be entered the same year as project completion,** expressly, when project costs have been paid and final certification for applicable Business Energy Tax Credits has been received. For accurate program reporting, it is necessary that implemented project costs are entered as soon as possible, regardless of reimbursement request.

PROGRAM IMPLEMENTATION OF SB 1149



THE SB 1149 SCHOOLS PROGRAM

A. Collection and Distribution of Funds

Oregon law¹ establishes a public purpose charge of 3 percent of the total revenues collected from the retail electric customers within Portland General Electric and Pacific Power territories. The first 10 percent of the funds collected annually must be distributed to Education Service Districts located in the service territories of the electric companies. SB 1149 Public Purpose Funds will provide funding for efficiency improvements, energy education, the purchase of environmentally focused energy, and renewable resource projects in Oregon K-12 schools in Portland General Electric and Pacific Power service territories. In 2007, the Oregon legislature passed SB 838 extending the program through 2025.

Funds are distributed monthly to the Education Service Districts directly by the electric companies. Distributed funds are calculated according to the Weighted Average Daily Membership of the individual Education Service District for the prior fiscal year². Education Service Districts shall allocate SB 1149 Public Purpose Funds to member school districts proportional to the Average Daily Membership of eligible schools. Education Service Districts have the ability to develop a district-wide plan for reimbursement of funds with the consensus of their member school districts. School districts may utilize funding for energy efficiency improvements within eligible schools in accordance with the district-wide implementation plan.

B. Eligible Facilities

Only school district facilities which meet each of the following criteria are eligible for SB 1149 Public Purpose Funds:

- 1) Must be served by Portland General Electric or Pacific Power; and
- 2) Must be a public school facility; and
- 3) Must be a K-12 instructional school facility; and
- 4) The Average Daily Membership for the facility must be included at the school district and/or Educational Service District by the Oregon Department of Education.

Excluded school facilities are any facility owned and operated by a school district that is:

- 1) Destined for closure within 2 years; or
- 2) Leased by a school district for non-educational purpose; or
- 3) Leased, but not owned, by a school district.

Exclusion of any eligible instructional school facility requires an audit waiver and written notification to the Oregon Department of Energy annually.

¹ Senate Bill 1149 Section 3

² As calculated under ORS 327.013. The Public Utility Commission has established by rule a methodology for distributing a proportionate share of funds to Education Service Districts that are partially located in the service territories of the electric companies.

Ineligible Facilities

School district facilities outside Portland General Electric or Pacific Power territories are not eligible for SB 1149 Public Purpose Funds. Public school facilities outside these utility service territories are not required to audit or implement energy efficiency improvements.

C. Energy Audit Requirement

School districts are required to conduct and completely implement audits in all eligible instructional school facilities, with funds available from SB 1149 Public Purpose Funds. On completion of this requirement, the school district may conduct and implement audits at other non-instructional facilities at the discretion of the school district.

Only energy efficiency measures that have been analyzed by a qualified energy auditor are eligible for SB 1149 funds.

Energy audits must be conducted according to the Oregon Department of Energy standards and performed by a qualified energy auditor. The Oregon Department of Energy maintains a list of current qualified auditors on its website:

<http://www.oregon.gov/ENERGY/CONS/SB1149/Schools/audit.shtml> .

Each eligible instructional school facility shall have met the audit requirement, if they have:

- 1) Performed a new audit; or
- 2) Updated an existing audit; or
- 3) Received a waiver for an audit.

Determining the Audit Type

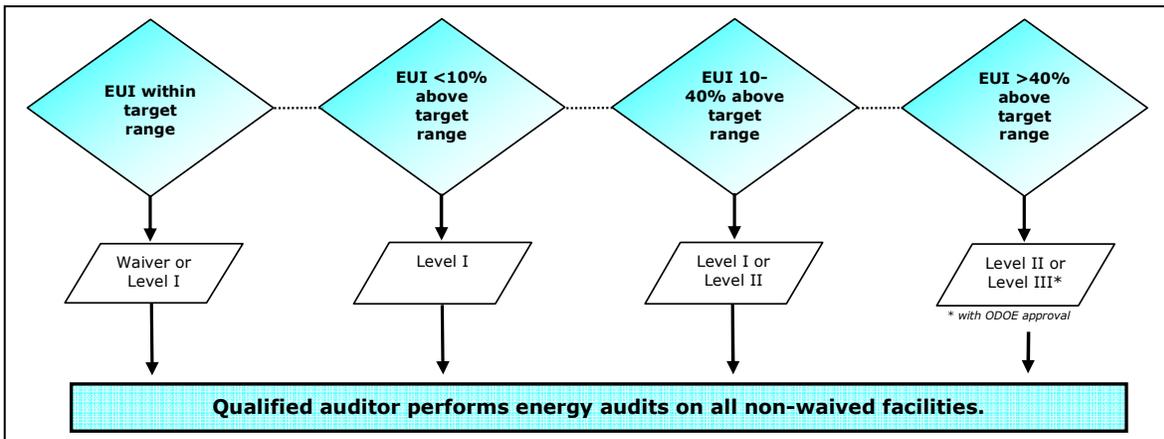
Three types of audits are used in the SB 1149 program to assess a facility's energy saving potential: Level I, II, III. Audit types range from simple to complex assessment and are further described below. The required audit type is determined by comparing the baseline energy use index (EUI) for each eligible facility to the EUI Target Ranges. The relationship between the EUI and the target range is used to determine the appropriate level of energy audit.

EUI Target Ranges for Schools

REGION	SCHOOL TYPE	TARGET RANGE	TYPICAL OPERATING HOURS
Western	Elementary School	37,800 - 43,200 Btu/sf-yr	2,400 Hours
	Middle School	39,900 - 45,600 Btu/sf-yr	2,600 Hours
	High School	44,800 - 51,200 Btu/sf-yr	3,200 Hours
Eastern	Elementary School	47,600 - 54,400 Btu/sf-yr	2,400 Hours
	Middle School	46,900 - 53,600 Btu/sf-yr	2,600 Hours
	High School	46,900 - 53,600 Btu/sf-yr	3,200 Hours

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- 1) If the energy use index of an instructional school facility is within the recommended energy efficiency target range:
 - The audit requirement can be waived because the facility is relatively energy efficient; or
 - A Level I Audit can be performed at the discretion of the school district.
- 2) If the energy use index of an instructional school facility is within ten percent greater than the recommended energy efficiency target range, a Level I Audit must be performed.
- 3) If the current energy use index of a school facility is between 10 and 40 percent greater than the recommended energy efficiency target range, a Level I or II Audit is required. The type of audit performed is at the discretion of the school district.
- 4) If the current energy use index of a school facility is 40 percent greater than the recommended energy efficiency target range, a Level II or Level III Audit is required. A Level III Audit requires consultation and approval by the Oregon Department of Energy.



Types of Audits

Level I Energy Audit

A Level I Audit is a walk-through survey of a facility to assess current energy cost and usage and to determine energy saving opportunities. The audit identifies energy efficiency measures, both capital intensive projects and low-cost/no-cost measures, necessary to achieve energy savings. The audit provides a cost and savings analysis and simple payback period of all recommended measures.

Level II Energy Audit

A Level II Audit includes a more detailed building survey and energy analysis. A breakdown of energy use by system is required. The facility's equipment and systems are reviewed to evaluate and confirm equipment and system operating profiles, methods of control, equipment efficiency, and changes of facility energy usage that have occurred or are anticipated. The audit identifies low-cost/no-cost operations and maintenance procedures and capital equipment and installation costs. It includes calculations to support energy savings, costs, and simple payback period or life cycle cost analysis.

Level III Energy Audit

A Level III Audit consists of a detailed analysis of capital intensive measures similar to the energy audit described above, but adds detailed analysis and calculations and/or modeling to determine potential interactive effects of identified energy efficiency measures. This audit requires a detailed scope of work and prior authorization by the Oregon Department of Energy.

Audit Waivers

Audit waivers for instructional school facilities may be obtained for the following facilities:

- 1) A facility that has an energy use index within the target range; or
- 2) A facility that is destined for closure within two years; or
- 3) Any facility that is leased by a school district.

A school district or Education Service District must request an audit waiver annually, by written notification to the Oregon Department of Energy. The Oregon Department of Energy must review and approve or deny all waivers. Waived status can be removed from a facility by contacting the Oregon Department of Energy.

<p>No energy efficiency measures will be funded for waived facilities.</p>

New Facilities

A school district must inform the Oregon Department of Energy of the construction of a new facility. New facilities automatically receive an audit waiver for the first two years of operation. Annual energy use must be entered for a new facility and the second year of billing data shall be used to establish a baseline energy use index for the facility. Starting with the third year of operation and beyond, the facility will follow the same process for determining required audit level and measure implementation.

Facilities Requiring an Updated Audit

For audits older than three years, school facilities verify their existing audits by comparing their current year energy use index to the baseline energy use index at the time of the audit.

- 1) If the current energy use index is less than 110 percent of the audit energy use index, the existing audit and the measures identified in the audit are deemed valid.
- 2) If the current energy use index is greater than 110 percent of the audit energy use index, a new Level I or II Audit is required. The type of audit is at the discretion of the school district.

Audit Reports

All audits must include an energy audit report. An energy audit report is a detailed report prepared by a qualified energy auditor that includes a summary of recommendations, baseline building description, description and cost of energy efficiency measures, calculations that support estimated energy savings, simple payback period and/or life-cycle cost analysis. Audit reports must follow the energy report guidelines provided by the Oregon Department of Energy and must be entered into the Schools Interactive Database.

Eligible Audit Costs

Eligible audit costs are expenses for audit services to perform required audits and identify energy efficiency measures or renewable resource projects. All energy audits conducted to comply with the requirements of SB 1149 after July 1, 2001 by a utility representative or after October 5, 2002 by a qualified energy auditor are eligible for reimbursement by SB 1149 Public Purpose Funds available after March 1, 2002. Only energy efficiency measures or projects initiated and installed after March 1, 2002 are eligible for SB 1149 funding.

D. Audit Measure Implementation

When all eligible facilities have met the audit requirement, and an implementation plan has been approved by the Oregon Department of Energy, a school district may implement energy efficiency measures according to the program guidelines.

Implementation Plan

A completed and approved implementation plan is required before a school district can begin implementing projects.

The purpose of the implementation plan is to:

- Verify that all required audits are complete and entered into SID; and
- Ensure that all cost-effective energy efficiency measures will be implemented (i.e., measures with a simple payback less than or equal to 20 years); and
- Avoid implementing measures that are not eligible for reimbursement with SB 1149 funds; and
- Designate and confirm funding sources available for proposed projects; and
- Avoid co-mingling Energy Trust of Oregon funds with SB 1149 funds for the same measure; and
- Identify measures requiring commissioning and PCB disposal.

Information for the implementation plan is obtained and submitted via the Schools Interactive Database. The provided information includes measure descriptions, requirements, costs, and savings. In order to complete the plan, a school district shall identify the timeline for project implementation and funding sources expected to cover project costs. Completed plans are reviewed and approved by the Oregon Department of Energy.

Note:

Education Service Districts will withhold reimbursement for SB 1149 projects until the Oregon Department of Energy has approved an implementation plan for each eligible facility.

Tier I Audit Implementation

Tier I Audit Implementation is the implementation all energy efficiency measures identified in the facility audits with a simple payback of less than or equal to 20 years.

A school district has met the criteria for a completely implemented plan when all required measures have been implemented, or all eligible instructional school facilities in the school district are operating within the target energy use index range. A completely implemented plan must be achieved before proceeding to Tier II Audit Implementation.

Tier II Audit Implementation

When a school district has met the criteria of a completely implemented plan, the district may:

- 1) Implement other energy efficiency measures identified in their audits at instructional school facilities with a simple payback greater than 20 years and less than 40 years; or
- 2) Complete a new audit of eligible instructional school facilities; or
- 3) Complete audits of other non-instructional school facilities; or
- 4) Implement energy efficiency measures identified in audits of other non-instructional school facilities.

Or implement other eligible measures, including:

- Retro-commissioning of existing buildings; or
- Weatherization.

All eligible energy efficiency and operations and maintenance measures with less than a 40 year simple payback shall be implemented across an Educational Service District or until all facilities are within target range before proceeding to Tier III Audit Implementation.

Tier III Audit Implementation

When all school districts within an Education Service District have completely implemented plans for all eligible instructional school facilities, and have received authorization from the Oregon Department of Energy, then the school district may expend SB 1149 Public Purpose Funds for:

- 1) Implement other energy efficiency measures identified in their audits at instructional school facilities with a simple payback less than 50 years; or
- 2) Complete a new audit of eligible instructional school facilities; or
- 3) Complete audits of other non-instructional school facilities; or
- 4) Implement energy efficiency measures identified in audits of other non-instructional school facilities.

Or implement other eligible measures, including:

- Staff training; or
- Initiating energy conservation education programs; or
- The incremental cost to purchase electricity from environmentally focused energy sources; or
- The purchase of a renewable energy resource project to replace or supplement power to the site. All projects require approval by the Oregon Department of Energy.

Projects with a simple payback of greater than 50 years are subject to approval by the Oregon Department of Energy.

Eligible Costs

Capital costs directly related to the design, materials, installation, or commissioning an energy efficiency measure or program covered in these guidelines are eligible for funding. Measures must be performed, installed, or implemented after March 1, 2002.

SB1149 funds may be used for energy efficiency improvements in the remodel or renovation of existing space, if the energy efficiency measure(s) were identified in an audit. Only the energy efficiency improvements are eligible for reimbursement from SB 1149 funds.

Note:

Commissioning or retro-commissioning is required for the following energy-related capital projects funded by SB 1149 Public Purpose Funds:

- 1) All HVAC and/or DDC capital projects exceeding \$50,000;
- 2) All boiler and chiller capital projects exceeding \$100,000;
- 3) Any other energy-related (e.g., lighting and lighting controls, building envelope) capital projects exceeding \$150,000.

Commissioning requires the consultation and approval of the Oregon Department of Energy. The Oregon Department of Energy maintains a list of currently qualified commissioning agents on its website: <http://www.oregon.gov/ENERGY/CONS/SB1149/Schools/commissioning.shtml> .

E. Reporting Requirements

The Oregon Department of Energy collects SB 1149 program related data from school districts and Education Service Districts through correspondence and with the use of the Schools Interactive Database. The Schools Interactive Database is the official record for the purpose of meeting requirements of the SB 1149 Schools Program.

Annual Eligibility Reporting

School districts shall submit a copy of the electric company billing statement for each eligible school site to the Oregon Department of Energy by the first day of October of each year beginning in 2001. All eligible school districts shall provide notification of a change in electric service provider to the Oregon Department of Energy within 30 days.

Annual Energy Use Reporting

School districts shall enter the annual energy use information for each eligible school facility by January 1. Energy use and cost information for all fuel sources is entered for the prior fiscal year. For example, energy use and cost data for the 2005 fiscal year (July 2004 – June 2005) shall be entered into the Schools Interactive Database by January 1, 2006.

Audit Reporting

After performing an energy audit, the qualified energy auditor must report audit information through the Schools Interactive Database, for each facility audited. Information must include: date of audit, audit level, baseline energy use index, energy efficiency measure descriptions, measure costs, measure energy savings, measure cost savings, and cost of audit.

Audit Implementation Plan

Prior to implementing measures, school districts submit an implementation plan to the Oregon Department of Energy for approval. The completed implementation plan report exported from the Schools Interactive Database includes all measures the school district is planning to implement, the funding sources to be used for the measures, and, where applicable, all measures and cost of measures implemented to date.

Audit Implementation Reporting

Following the implementation of an audit measure, school districts must report the installed measure costs, implementation date, and funding source and/or incentive amounts into the Schools Interactive Database. Enter information the same year the project was completed, even if reimbursement requests are planned for a later date.

Note:

Education Service Districts will withhold reimbursement for SB 1149 projects until the information for installed measures has been reported in the Schools Interactive Database.

Energy Education Reporting

School districts report the following information to the Oregon Department of Energy after implementing energy education:

- Number of instructional hours, and
- Number of students by program; and
- Measure of success of program (benchmark or project completed); and
- Cost of energy education materials.

Environmentally Focused Fuel Sources Reporting

School districts report the following information to the Oregon Department of Energy following the purchase of environmentally focused fuel sources:

- Alternative fuel source; and
- Incremental cost / kilowatt-hour or Btu; and
- Number of kilowatt-hours or Btu purchased; and
- Savings of CO₂.

Renewable Resource Reporting

School districts report the following information to the Oregon Department of Energy after implementing renewable resource projects:

- Renewable energy source; and
- Energy savings in kilowatt-hours, therms, or Btu; and
- Estimated avoided cost.

F. Other Financial Incentives

Projects identified by SB 1149 audits are eligible to receive funding from the SB1149 Schools Program and other incentive programs including, but not limited to, the Business Energy Tax Credit and the Energy Trust of Oregon. However, total funds from SB 1149 and other incentives can not exceed the total cost of an eligible project.

Business Energy Tax Credit (BETC)

The BETC pass-through option is available through the Oregon Department of Energy and can be used in conjunction with SB 1149 funded projects.

Energy Trust of Oregon

School districts are required to contact Oregon Department of Energy prior to applying for Energy Trust of Oregon incentives. Use of Energy Trust of Oregon incentives must be approved by the Oregon Department of Energy.

School districts shall prioritize SB 1149 funds for required energy efficiency measures before utilizing incentives for existing buildings from the Energy Trust of Oregon.

Energy Trust of Oregon incentives and funding from the SB1149 Schools Program may be used within the same facility, but cannot be used for the same measure within the facility

Financial incentives from all sources must be indicated and best estimated on the implementation plan.

G. Reimbursement

Education Service Districts have the ability to develop a district-wide plan for reimbursement of funds with the consensus of their member school districts. However, all district-wide reimbursement plans shall involve two key documents:

- 1) Verification from the school district that actual implementation costs for implemented measures are entered into SID. School districts can verify implementation costs by printing out and signing a copy of the actual implementation cost data entry page from SID.
- 2) Verification of actual implementation costs. Acceptable documentation includes:
 - Copy of paid invoice(s) from the contractor(s) of specified work; or
 - Schedule of values (if they identify the specific energy efficiency capital measures) with a copy of issued payment; or
 - CPA letter; or
 - Copy of payment coupon; or
 - Copy of issued check.

Note:

The Education Service District will not provide reimbursement for a project unless the following has been completed:

- 1) The energy use index for all schools within the school district is entered into SID; and
- 2) The district implementation plan is approved by the Department of Energy.

H. Program Verification and Quality Control

To maintain the highest level of quality assessment and performance for the SB 1149 schools program, Oregon Department of Energy will conduct verification of energy audits and implemented measures. Program verification:

- Documents that Public Purpose Funds have been spent on qualified expenses; and
- Provides assurance that energy audits are accurate; and
- Provides assurance to school districts that energy efficiency measures are installed correctly.

Verification and Quality Control of Audits

- 1) All energy audits are subject to random review by the Oregon Department of Energy and/or school districts or Education Service Districts.
- 2) The Oregon Department of Energy provides training to all qualified energy auditors participating in the program to ensure consistency in audits and reports.
- 3) The Oregon Department of Energy annually reviews sample audits performed by qualified energy auditors for each level to provide quality control of audits.

Verification and Quality Control of Implemented Measures

- 1) All energy efficiency improvements are subject to random inspection and verification by the school district and/or Education Service District. Inspectors can be an auditor, Professional Engineer, the Oregon Department of Energy, or an independent third party.
- 2) Projects, as identified below, require inspection and verification by an auditor, Professional Engineer, Oregon Department of Energy, or an independent third party.
 - All HVAC and/or DDC capital projects exceeding \$50,000;
 - All boiler and chiller capital projects exceeding \$100,000;
 - Any other energy-related (e.g., lighting and lighting controls, building envelope) capital projects exceeding \$150,000.

I. Process to Develop a Statewide Program

Preliminary discussions about the development of a statewide program to implement SB 1149 began in January 2000. The Oregon Department of Energy worked with Education Service Districts and school districts statewide to bring together interested parties to facilitate the development of the program.

The Technical Committee

The ongoing task of the Technical Committee is to make recommendations to the Policy Committee in order to enhance the efficiency of SB 1149. The recommendations of the Technical Committee are based on the experiences of committee members and the input of other school districts as they implement energy efficiency projects using the SB 1149 guidelines.

The Policy Committee

The role of the Policy Committee is to review, modify if appropriate, endorse the Technical Committee recommendations, and create an administrative structure that supports the Technical Committee recommendations.

Table 1: Technical Committee Members

Member	Position	Organization
Paul Arzt	Facility Manager	David Douglas School District
Dave Cone	Assistant Facilities Director/RCM	Gresham-Barlow School District
Catherine Diviney	Energy Manager	Portland Public Schools
Sue Foster	Business Manager	Willamette Education Service District
David Furr	Energy Manager	Salem-Keizer Schools
Deen Hylton	Maintenance Director/Energy Resource Coordinator	Crook County School District
David McKay	Director of Facility Services	Willamette Education Service District
Ron Stewart	Assistant Superintendent	North Clackamas School District
Tim Woodley	Director of Operations	West Linn-Wilsonville School District

Table 2: Policy Committee Members

Member	Position	Organization
Russ Allen	Director of Business and Operations	Greater Albany School District
Mike Carroll	Superintendent	North Central Educational Service District
Maureen Casey	Superintendent	Willamette Educational Service District
Milt Dennison	Superintendent	Clackamas Educational Service District
Pat Evenson-Brady	Superintendent	Hood River County School District
Sue Foster	Business Manager	Willamette Education Service District
Ron Hitchcock	Superintendent	Multnomah Educational Service District
Loren Rogers	Director, Facilities Management	Hillsboro School District
Mike Schofield	Business Manager	Gresham-Barlow School District

Table 3: Oregon Department of Energy Staff

Member	Position
Brandon Adams	School Program Coordinator
Bruce Alford	Energy Analyst
Betty Merrill	Assistant Director, Conservation Division
Brady Peeks	Building Technologies Manager
Christie Sphoon	Energy Specialist
Brittin Witzenburg	Energy Analyst