



# SB 1149 - Audit Information Form

## Directions for Using this Form

- Fill out the form below with the relevant data. For the fields highlighted in yellow, use the information from your SID account.
- Send the completed form to ODOE. You can include accompanying support documents if necessary. Limit 10 pages.
  - Fax: 503.373.7806; Attention – SB 1149 Schools Team
  - Email: [sb1149.sch@state.or.us](mailto:sb1149.sch@state.or.us); Subject – Audit Information Form

See the other side of this form for more information on the process and other frequently asked questions about "audits".

## General Information (Required)

Audit Site Name	School Type		High	Middle	Elementary	Combination
Audit Site Address						
Contact Name	Title					
Contact Phone	Contact E-mail					
Date of Enquiry	Date Enquiry Responses Are Required		Date Audit Must Be Completed by			

## Site Information (Suggested)

Contact ODOE staff if you need assistance

Square Feet of Building or Project			
Historical Data	EUI	% kWh	Total Costs
<i>Last Year</i>			\$
<i>Preceding Year</i>			\$
<i>Previous Year</i>			\$
Est. Hours of Operation			
Control System Type			

Include/attach any documentation such as utility bills, spreadsheets, etc

### Please Note:

This Audit Information Form is only an expression of interest in audit services. It does not guarantee that any contract will be awarded or any audit work will be done. The school district reserves the right to engage with any pre-qualified firm of its choice. This form does not supersede any school district or state procurement rules.

## Audit Scope Information (Required)

Type	New Re-Audit	New Audit Level	1	2	3
		<i>If Level 3, contact ODOE</i>			
Re-Audit Info <i>If Applicable...</i>	Date Completed				
	Audit Level				
	Available to Review		Yes No		

### Measures To Audit

- Lighting                       Building Envelope  
 Heating                             Controls  
 DHW                                     Cooling  
 COMPREHENSIVE (ANY/ALL)

Estimated Maximum Budget	\$
Potential implementation method?	<i>In-House</i> <i>Project Management Firm</i> <i>ESPC</i>
Other Documents Attached	Yes No



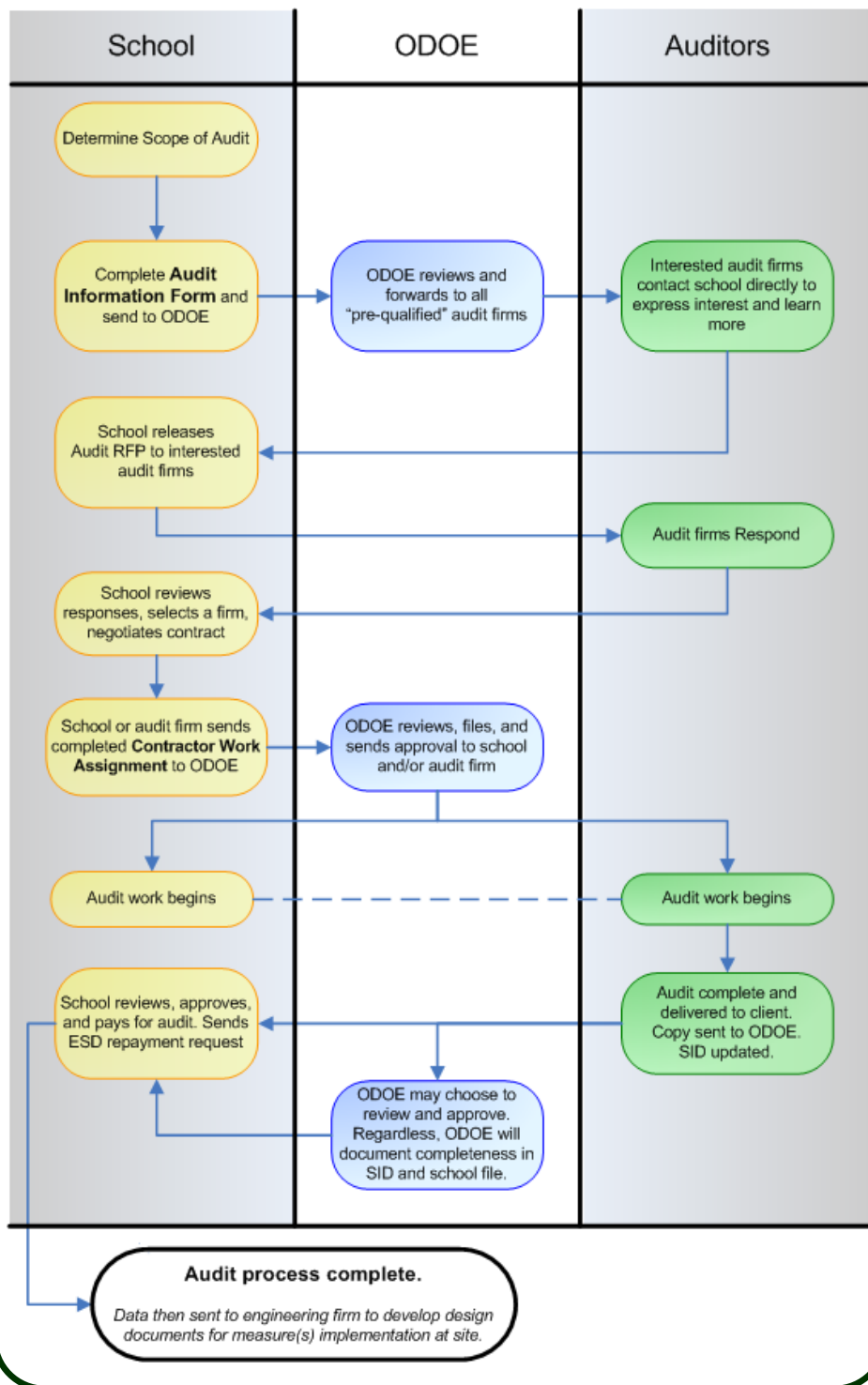
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DEPARTMENT OF  
ENERGY

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[www.oregon.gov/ENERGY/CONS/SB1149/Schools](http://www.oregon.gov/ENERGY/CONS/SB1149/Schools)



# SB 1149 Audit Process & FAQ

## Audit Process Overview



## Frequently Asked Questions

- 1. Our Audits are over three years old. Do we have to re-do them?**

Only if the site's EUI has increased more than 10% since the audit was completed. However, old audits generally missed many eligible measures that could really improve energy usage. New audits are a generally a good idea.
- 2. We only want to do a boiler upgrade. Can we get an audit for just one measure?**

It depends. For schools with old audits that have not spent much of their SB 1149 funds, ODOE will require a comprehensive audit. For schools that have implemented most of their measures, ODOE will generally approve a targeted audit, like just a boiler upgrade.
- 3. We would like to use a local mechanical contractor to conduct our audit. They are also an ETO trade ally. Is that possible?**

No. Schools must use only pre-qualified audit firms, except in very special circumstances. Contact ODOE to find out more.

