STATE OF MARYLAND

Maryland Energy Administration

Call for Commercial Buildings

to Participate in No-Cost

Energy-Efficiency “On Ramp” Pilot Program

in PEPCO Service Territory

July 17, 2014

The Maryland Energy Administration (MEA) is seeking a total of three (3) commercial office buildings to participate at no-cost in a six-month pilot program (beginning August 1, 2014 and ending January 31, 2015) to test the efficacy and cost-effectiveness of data-analytic services that save energy at low cost through improved building operations (the “On Ramp Pilot” or “Pilot Program”). Any building owner/operator that would like to participate in the Pilot Program should provide an Application with the information for the buildings that it would like included. Applications are due by July 23, 2014 at 12 PM, though later applications will be reviewed if space in the program is still available.

1. Building Qualifications

MEA seeks commercial office buildings for the On Ramp Pilot Program that are located in Potomac Electric Power Company (PEPCO) service territory. Buildings must be equipped with a smart meter that was installed before June 1, 2013 to enable retrieval and analysis of at least one year’s worth of energy-use interval data.

1. How to Apply

Owner/operators interested in nominating one or more buildings for the Pilot Program should send an email to [dan.seligman@maryland.gov](mailto:dan.seligman@maryland.gov) with the following information for each building:

*Owner/Operator Information*

Name of building owner/operator:

Contact name:

Contact title:

Phone:

e-mail:

*Building information*

Building name (if any):

Building address:

Building use:

Building size (sf):

PEPCO electricity acct #:

Annual electricity usage (MWh/year):

Annual electricity expenditure ($/year):

Smart meter (or interval meter) installed before 6/1/13 (Y/N/Unknown):

Name of natural gas provider:

Natural gas account number:

Annual gas usage:

Building has a BAS (Y/N):

Type of cooling (electric/gas):

Type of heating (electric/gas):

Please note that MEA will give a preference to commercial office buildings for this program. Among commercial office buildings, MEA will give a preference to Class B buildings.

1. Building Selection Process

MEA staff will review all nominated buildings to ensure each one considered for the Pilot Program meets the required qualifications for participation, as listed above.

Of those buildings that meet the qualifications, MEA staff will choose 7 - 10 buildings to participate in the Pilot (depending on the number of qualified buildings). Preference will be given to buildings that are at least 100,000 square feet in size, use at least 1,500 MWh of electricity annually, or spend at least $150,000 annually on electricity. In addition, MEA will select buildings to provide a mix of single and dual-fuel buildings, BAS and non-BAS buildings, and buildings from a diversity of geographic locations.

MEA will then provide a notice and a commitment letter, including an energy data release form, to the selected applicants. Once MEA receives the completed documentation, an MEA contractor, Retroficiency, will request a year’s worth of historic energy-use data for each of these buildings from PEPCO, diagnose daily and seasonal energy-use patterns, identify operational anomalies, and recommend no- and low-cost operational Energy Conservation Measures (ECMs). Each of these Pilot participants will receive a report of Retroficiency’s analysis and findings.

Based on the Retroficiency analysis, MEA will then select three buildings that show the greatest energy savings potential to receive additional energy-efficiency support services under the Pilot Program through the period ending January 31, 2014. (These services are described more fully in Sec. D below.)

While an individual owner/operator may submit applications for more than one building, only one building per owner/operator will be selected to receive the additional energy-services portion of the Pilot Program if multiple owner-operators offer buildings.

At the request of any owner/operator whose building was analyzed by Retroficiency but not asked to continue in the Pilot Program, MEA will host a conference call so that Retroficiency may present its analysis, recommend ECMs, and respond to questions. The owner/operator may choose to implement any recommended ECMs, however, the building will not be provided additional services through the Pilot Program and any ECMs implemented would be at the sole discretion and expense of the owner/operator.

1. Pilot Program Grant of In-Kind Services

The three buildings selected to complete the Pilot Program will receive no-cost, data-driven energy efficiency services that can identify and enable *purely operational* Energy Conservation Measures (ECMs). These services will be provided for the period between August 1, 2014 and January 31, 2015 and may include:

1. Analysis of whole-building electric usage interval data and monthly or daily gas usage data (where applicable) to identify building operational anomalies and operational ECMs.
2. A walk-through evaluation of building energy systems by the On Ramp project team to confirm operational anomalies and ECMs.
3. On-going, whole-building energy-use data analytics through the course of the six-month Pilot Program to detect emerging building operational anomalies that waste electricity (and gas where applicable).
4. Daily alerts and monthly conference calls with building staff to identify and enable operational ECMs that can resolve identified operational anomalies and reduce energy usage.
5. Provision of incentives or recognition to encourage building staff implementation of operational ECMs.
6. Presentation at the conclusion of the Pilot Program of options to either maintain or deepen energy savings through PEPCO retro-commissioning, prescriptive, or custom efficiency programs.

Operational ECMs may include, but are not limited to, such no- and low-cost measures as optimization of building system schedules, optimization of outside air usage, adjustments to temperature or humidity sensors, or the elimination of simultaneous heating and cooling. Building occupants will always have the opportunity to seek corrective action if any changes to building operations affect comfort or working conditions.

1. Purpose of the On Ramp Pilot Program

The On Ramp Pilot Program is intended to test whether data-driven operational ECMs can achieve substantial energy savings at low cost without capital improvements in commercial buildings. MEA will use lessons from the Pilot Program to advise Maryland’s utilities on ways to offer similar low-cost, data-driven efficiency services to commercial building owners across the State.

1. Building Owner-Operator Requirements

Prior to participating in the program, each owner/operator must also complete and sign a Commitment Letter agreeing to the terms and conditions of the Pilot Program. In particular, owner/operators will be expected to authorize access to building energy use data, provide access to the building for purposes related to the Pilot Program, authorize the building engineer (or equivalent) to implement recommended operational improvements (with appropriate approvals), and enable Retroficiency communicate directly with the building engineer through emails, calls, and monthly meetings. The building owner/operator also must agree that Retroficiency, MEA, and a third-party, independent evaluator chosen by MEA may document, analyze, and report on Pilot Program implementation and results.

*Please contact Dan Seligman, Policy Development Manager*

*Maryland Energy Administration, with any questions at:*

*410-260-2602 or dan.seligman@maryland.gov*