**ATTACHMENT 2**

**FACILITY PROFILE**

The Agency-provided information in this Facility Profile is intended to provide the ESCO with information about the general condition of the Facility. ESCO is responsible for verifying the accuracy, as necessary.

Provide general information about the Facility, such as year built and how it is generally laid out, along with any other information that would be helpful to Proposers. If more than one building is to be included in the Project, fill out a profile for and provide additional information about each building.

|  |
| --- |
|  |
|  |
|  |
|  |

1. **General Facility Data**

|  |  |
| --- | --- |
| Building name |  |
| Address |  |
| Total square footage of conditioned space |  |
| Primary use of building |  |
| Year of any major modifications, additions or renovations (briefly describe) |  |
| Number of floors |  |
| Year constructed |  |
| Building operator name & telephone |  |
| Building manager name & telephone |  |
| Other contact (identify role) |  |

1. **Past Energy Improvement Efforts**

Description of all major energy-related changes made during the past ten years (boiler/ chiller replacements, other heating/ cooling modifications, cooling additions, energy management control installations/ upgrades, lighting upgrades, ventilation improvements, etc.).

|  |
| --- |
|  |
|  |
|  |
|  |

Description of any audits conducted in the past five years.

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Recent Changes in Building Use**

Description of any major changes to building operation or structure during the last five years which significantly affected annual building energy use.

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Future Plans**

Description of any major changes planned for the next five years that could significantly affect annual energy use (additions or renovations, lighting upgrades, major equipment replacement; decommissioning, demolition or sale; significant change in function or hours of operation, change in function of building such as from classrooms to offices, change in hours of use, etc.).

|  |
| --- |
|  |
|  |
|  |
|  |

Description of funding available, planned or anticipated for these improvements.

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Operating Information**

Description of the typical hours of operation for the Facility, including weekday, weekend and seasonal changes.

***Physical Plant***

|  |  |  |
| --- | --- | --- |
| Equipment | Weekday | Weekend |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

***Lighting***

|  |  |  |
| --- | --- | --- |
| Areas | Weekday | Weekend |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

***Occupancy***

|  |  |  |
| --- | --- | --- |
| Areas | Weekday | Weekend |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Description of any specialized uses such as janitorial or after hour events, including a description of the practice of turning off lights and other equipment during unoccupied hours.

|  |
| --- |
|  |
|  |
|  |
|  |

Description of general summer and winter temperature set points and any special temperature, humidity or ventilation requirements.

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Building Envelope Description**

Description of the predominant wall, roof and floor constructions.

|  |
| --- |
|  |
|  |
|  |
|  |

Description of the type and condition of existing windows.

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Energy-Using Systems Description**

***Heating System***: Description of the type(s) of heating system(s) serving the Facility (i.e. boiler (steam / hot water), furnace, electric resistance, etc.), including the type of fuel used to operate the system (electricity, natural gas, propane, etc.); the distribution system that delivers heat to the rooms (forced air - VAV or Constant Volume, terminal reheat, hydronic, etc.); and the age and condition of the equipment.

|  |
| --- |
|  |
|  |
|  |
|  |

***Cooling System***: Description of the type(s) of cooling system(s) serving the Facility (chiller, DX Roof Top Units, PTACs, etc.), including the age and condition of the equipment.

|  |
| --- |
|  |
|  |
|  |
|  |

***Control System***: Description of the system(s) to control space temperatures, heating and cooling equipment, and lighting; and description of the system capability (what is controlled), type (pneumatic, direct digital control system, zonal), condition, manufacturer and year installed.

|  |
| --- |
|  |
|  |
|  |
|  |

***Interior Lighting System***: Description of luminaire types, lamp types, wattages, manual or automatic controls, age and condition of the components.

|  |
| --- |
|  |
|  |
|  |
|  |

***Exterior Lighting System***: Description of luminaire types, lamp types, wattages, manual or automatic controls, age and condition of the components.

|  |
| --- |
|  |
|  |
|  |
|  |

***Water Heating System***: Description of the domestic water heating system, including whether it is part of the space heating system.

|  |
| --- |
|  |
|  |
|  |
|  |

***Laundry Systems***: Description of any laundry operation on the premises, including fuel type of washers and dryers, quantity of units, frequency of use.

|  |
| --- |
|  |
|  |
|  |
|  |

***Kitchen/ Food Preparation Systems***: Description of any kitchen operation on the premises, including fuel type, quantity of appliances and frequency of use.

|  |
| --- |
|  |
|  |
|  |
|  |

***Laboratory/ Medical Equipment***: Description of any major labs or medical equipment.

|  |
| --- |
|  |
|  |
|  |
|  |

***Solar/ Renewable Technologies***: Description of any existing systems, including condition and age.

|  |
| --- |
|  |
|  |
|  |
|  |

***Other energy-consuming equipment or facilities***: A description of any other element that contributes significantly to annual energy consumption (e.g. server rooms, IT equipment, pool, etc.).

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Water-Using Systems**

Description of any water use including showers, laundry use, irrigation, cooling tower use, etc.

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Energy and Water Consumption Data**

Identification of utility companies that provide electricity, gas, water, etc.

|  |  |
| --- | --- |
| Electricity: |  |
| Water/ Sewer: |  |
| Gas: |  |
| Other (identify): |  |

An EUI calculator is located on the ODOE ESPC website for calculating facility energy use index.

1. **Maintenance Data**

Description of general maintenance practices and schedule for the building and its energy-related systems (preventive maintenance plan, skilled or low-skilled maintenance staff, good or poor funding for maintenance, too much or little deferred maintenance, etc.).

|  |
| --- |
|  |
|  |
|  |
|  |

Description of known maintenance problems and/ or needs associated with deferred maintenance.

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Improvement Opportunities**

Description of known system or equipment problems.

|  |
| --- |
|  |
|  |
|  |
|  |

Description of building improvements that Facility owner would like investigated during this Project.

|  |
| --- |
|  |
|  |
|  |
|  |

Description of required improvements.

|  |
| --- |
|  |
|  |
|  |
|  |

Description of desired improvements.

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Areas of the Building to be Excluded**

Description of any area of the building that will be excluded due to special operating requirements, security issues, or other reasons, including the reasons for exclusion.

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Additional Site Data Available from Owner during Walkthrough (energy studies, plans, etc.)**

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Attached Figures and Diagrams**

|  |
| --- |
|  |
|  |
|  |
|  |