

Attachment A

Narrative – Building Operator Certification Training project

Purpose

The purpose of this project is provide funds to allow a Facilities staff person to take the requisite courses to achieve a BOC Level 1 Certification

Benefits/Impact

The BOC certification helps the town establish greater control over energy use as well as climate and comfort of our largest energy-use buildings, the schools. A Facilities staff person get certified under this program would help bring in-house expertise to the ongoing problem-solving exercises that have occupied much volunteer and contractor hours.

This grant also complements our grant application for funds to cover the Peregrine study, which will provide us with the data to help better understand the energy use profile, patterns, and opportunities for savings. Some of the knowledge and skills that this certification program builds are currently provided on a contractual basis - i.e. we currently pay maintenance contractors for their expertise in lieu of building in-house expertise levels. Having a staff person learning the material in this certification program is a step towards being able to make better decisions in the future about the building operation and how well these contracts are serving us. Whether the end result is reduced levels of funding for these maintenance contracts or improved in-house expertise, we should still be able to make better decisions about equipment replacement schedules, diagnostic regimes for problem detection, and overall be able to build a proactive approach to creating energy efficiency measures that are appropriate to our building's characteristics.

How the project supports the municipality's five year Energy Reduction Plan

Harvard is continuously challenged with controlling energy costs and maintaining the savings achieved. We have upgraded or replaced the typical recommended equipment and we need to focus our efforts on equipment operation and behavior in order to achieve a significant further reduction in energy use.

Why grant funding is required to complete the project

Grant funding is required for this important energy project to supplement an already tight Town financial budget.

Opportunities for education and outreach and a concrete plan to accomplish them

The projects will be communicated through Town Government and covered in the local Harvard Press paper.

Provide a complete accounting/proposed budget for the project.

The courses below are examples of courses required to achieve BOC Level 1 certification.

The course is \$1695 plus expenses results in a proposed budget of \$2000.

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| Tues/Wed, Aug 11 & 12, 2015 | <u>BOC 1001 – Energy Efficient Operation of Building HVAC Systems</u> |
| Tues, Sept 15, 2015 | <u>BOC 1002 – Measuring and Benchmarking Energy Performance</u> |
| Wed, Sept 16, 2015 | <u>BOC 1003 – Efficient Lighting Fundamentals</u> |
| Tues, Oct 20, 2015 | <u>BOC 1004 – HVAC Controls Fundamentals</u> |
| Wed, Oct 21, 2015 | <u>BOC 1006 – Common Opportunities for Low-Cost Operational Improvement</u> |
| Tues, Nov 17, 2015 | <u>BOC 1005 – Indoor Environmental Quality</u> |
| Wed, Nov 18, 2015 | <u>BOC 1008 – Operations & Maintenance Practices for Sustainable Buildings</u> |

[\(http://www.theboc.info/ne/ne-schedule.html#worcester-15\)](http://www.theboc.info/ne/ne-schedule.html#worcester-15)

Other sources of funding, including any utility or Mass Clean Energy Center incentives

We are not aware of other sources of funding for this course.