**DECEMBER 8, 2023** 

Energy Management and Efficient Electrification Series for Ontario Municipalities Developing a Retrofit Strategy for Your Buildings – Your Roadmap to Big Savings

Presented by Stephen Dixon, Meghan Murray, Christian Tham



# Our objectives

This workshop is designed to provide:

- A road map to finding and implementing savings with retrofits
- Techniques for making and pitching the business case
- An overview of how Save on Energy (SoE) support retrofits
- Insight into how Local Authority Services (LAS), as a not-forprofit, support municipal retrofits.







### **Retrofit Projects Can Deliver Many Benefits**





# Energy, Cost and Carbon (for a typical Ontario Building)

**Utility Cost** 



Natural Gas Electricity



Natural Gas Electricity

**Energy Consumption** 



Natural Gas
 Electricity



The Approach





# Defining the Categories of Retrofits

- **Minor retrofits** one-off measures
  - Adding insulation
  - Upgrading lighting systems
- Major retrofits holistic approach
  - Replacing window glazing and doors
  - Updating inefficient heating and cooling systems
    - Can become part of a deep retrofit

- **Deep retrofits** extensive
  - Aim at large overall reductions across the board
  - Multiple systems replacement
    - Accounts for synergies between systems
  - Renewable energy systems
  - Air- or ground-source heat pumps



# Poll: How many participants are planning a retrofit?



# Retrofitting Within the Building Life Cycle



Source: The Building Life Cycle, http://www.nrcan.gc.ca/energy/efficiency/buildings/eeb/key/cycle/3973



# We'll Be Using This Road Map



# Additional guides available:

- K-12 Schools
- Hospitals
- Hotels and Motels
- Supermarkets
- Food Stores

https://www.nrcan.gc.ca/energy-efficiency/buildings/existing-buildings/retrofitting/20707



# **Retrofit Strategy**

1. Assess	<ul> <li>Establish commitment</li> <li>Benchmarking with Portfolio Manager</li> <li>Identifying opportunities</li> </ul>		
2. Plan	<ul> <li>Staging project measures</li> <li>Determining timing</li> <li>Creating the business case</li> </ul>	Maintain	Assess
3. Implement	<ul> <li>Managing your project</li> <li>Selecting a contractor</li> <li>Commissioning and project hand-off</li> </ul>	Implement	Plan
4. Maintain	<ul> <li>Training staff</li> <li>Ongoing building optimization</li> <li>Monitoring and tracking</li> </ul>		

https://www.nrcan.gc.ca/energy-efficiency/buildings/existing-buildings/retrofitting/20707





#### 1. Assess

Establishing Commitment, Benchmarking and Finding the Opportunities



# **Establishing Commitment**

- What is it?
  - Full and visible support of senior management
  - May be in the form of a vision statement or energy policy
- Why do you need it?
  - Authority
  - Profile
  - Project funding
- When do you need it?
  - Get commitment to initiate project
  - Update annually to maintain momentum

#### ESG – Environmental, Social & Governance

Increased	Quantifiable
Competitiveness	Cost Reductions
Environmental	Engaged
Sustainability	Workforce
Corporate Profile	Asset Renewal





# Benchmarking is Foundational

ENERGY STAR <sup>®</sup> E	nergy Performanc	ce Scorecard
	P Centre	
04	For Year Ending	December 31, 2019
81	Property Address	22 TREEVIEW DR ST JACOBS, Ontario N0B 2N0
out of 100	Primary Function	Ice/Curling Rink
	Gross Floor Area (m <sup>2</sup> )	18,581
	Year built	1978
	Energy Use per sq. m.*	0.75 GJ
1 Heast	●	) 1100
Efficient	50 ational Median	Efficient
		_

https://www.ontario.ca/page/report-energy-water-use-large-buildings

			MAINTAIN
		ADJUST	
INVEST			
	ENERGY STAR Score	50	100

By July 2023, all buildings over 50,000 sq. ft. will need to report under Ontario Energy Water Reporting and Benchmarking (EWRB) Regulations.



### Energy Assessment Process – Seven Steps

Selecting and Prioritizing Measures – Three Key Steps





Connecting Today. Powering Tomorrow.

# Identifying Opportunities with An Energy Audit ... What Makes a Good Audit?

- 1. Objectivity of auditor
- 2. Lots of input from customer and operators
- 3. Correct hours and correct price in savings estimates
- 4. Analysis of historical data
- 5. Installed costs not just equipment cost
- 6. Accounting for interaction between measures.
- 7. Good financials SIR, NPV & IRR not just simple payback







#### 2. Plan

Staging, Timing, Building the Business Case and Financing



# Staging Retrofits Will Maximize Benefits



https://www.nrcan.gc.ca/energy-efficiency/buildings/existing-buildings/retrofitting/20707



# Existing Building Commissioning (EBCx)

- EBCx is not actually a measure, it is a process!
  - Optimize what is already in-place
  - Establish the current facility requirements
  - · Eliminate waste, increase occupant comfort, equipment reliability
- Within a major retrofit strategy
  - EBCx should not be done on systems that are planned to be changed within the next 3-5 years
  - It may be done to establish proper baseline operating conditions and on systems not targeted for major retrofit
  - Can be done alongside of major retrofit, often the EBCx provider becomes a Cx provider for the new systems.





# Lighting Upgrades

- Changing from T8 to LED, lamp for lamp, is not always optimal and is often not a major retrofit.
- Redesign of the lighting system to optimize light level and take full advantage of LED fixture efficiency, not just lamp efficiency, falls into the major retrofit category.
- Requires more planning what is the future use of my building?
- Benefit can be as much as 50% greater than a simple drop-in lamp retrofit.
- Reduces cooling loads, can positively impact other major retrofit to HVAC systems





# Plug/IT Load Reduction

- Often the single largest end use in an office building, twice as much as lighting in many cases.
- Difficult to address as it involves mostly tenants in many buildings
  - Must involve tenants from the onset, including IT
- Can negatively, and significantly, impact HVAC if not properly planned
- Main HVAC should never serve to cool IT spaces





# **Building Envelope**

- Lower Cost
  - Repair/maintain weather stripping to reduce infiltration of outside air
  - Caulking/sealing windows and air gaps to reduce infiltration of outside air
- Higher Cost
  - Replace windows with 2-, 3- or 4-pane systems with low-e and argon filled
  - Insulation upgrades to reduce heat transfer through the walls, roof and foundation







# HVAC Replacement and Upgrade

- Rooftop units (RTUs) are often "Install and Forget" HVAC Systems
  - Can lead to significant inefficiencies
- Major retrofit of HVAC including RTUs should focus on efficiency, reliability, serviceability. Look for:
  - Built quality dampers, casings, components
  - Efficiency EER, motor, VFDs, heating efficiency
  - Controls open protocol/interoperability
- Consider various forms of heat pumps for heating where applicable
  - Efficient electrification resources coming from Save on Energy





#### A Checklist: Benchmarking to Opportunity

Gross floor area: ENERGY STAR score: ENERGY STAR score: Site FUI:		a.	ENERGY STAR score target:			
# of computers:	Source FUI:		Site EUI target: ENERGY STAR score Interpretation MAINTAIN			
# of workers on main shift:	Median property E	UI:				
% that can be heated/cooled:			ADJU	JST		
Office buildings – energ	gy efficiency opportunity	questionnaire	INVEST 1 50 ENERGY ST Adapted from the U.S. EPA's Energy Performance	) 100 AR Score Rating System		
EBCx	Lighting upgrades	Supplemental load reduction	Air distribution systems upgrade	Heating and cooling resizing and replacement		
<ul> <li>Do the lighting and occupancy schedules match? (Pg. 8)</li> <li>Is the air handling system on a schedule? (Pg. 8)</li> <li>Are the zone temperature set points set back/forward during unoccupied hours? (Pg. 8)</li> <li>Does the air handling equipment have a properly functioning economizer to enable free cooling? (Pg. 9)</li> <li>Are the heating coil valves turned off during the cooling season? (Pg. 9)</li> <li>Is the zone temperature set depending on outdoor conditions? (Pg. 9)</li> <li>Is the zone temperature reset depending on outdoor conditions? (Pg. 9)</li> <li>Are the heating coil valves turned off during the cooling season? (Pg. 9)</li> <li>Is the supply air temperature reset depending on outdoor conditions? (Pg. 9)</li> <li>Is an early morning the same reseason? (Pg. 9)</li> <li>Is an early morning flush performed regularly during the teating season? (Pg. 9)</li> <li>Is the VAV system static pressure set point automatically reset through a zone-level control feedback loop? (Pg. 10)</li> </ul>	<ul> <li>Direct replacement</li> <li>Have frequently used incandrescent fixtures been replaced with LED fixtures? [Pg. 16]</li> <li>Have incandescent Exit signs been replaced with LED signs? [Pg. 16]</li> <li>Have exterior light fixtures been replaced with LED fixtures? [Pg. 16]</li> <li>Have exterior light fixtures in statiways and/or exit routes been replaced with LED fixtures? [Pg. 16]</li> <li>Have sull switches in enclosed rooms been replaced with ED fixtures? [Pg. 16]</li> <li>Have wall switches in enclosed rooms been replaced with occupancy/vacancy sensors? [Pg. 17]</li> <li>Designed retrofits</li> <li>Have unnecessary lamps or fixtures been removed (delamping)? [Pg. 19]</li> <li>Does the lighting design take advantage of specular reflectors? [Pg. 20]</li> <li>Has the ceiling light intensity been lowered and workers provided with individual LED task lights? (Pg. 20)</li> </ul>	<ul> <li>Power loads and equipment</li> <li>Is equipment being turned off when not in use? [Pg. 24]</li> <li>Is ENERGY 5TAR equipment being used where applicable? [Pg. 25]</li> <li>Has a policy regarding personal powered devices been implemented? [Pg. 25]</li> <li>Has an employee energy awareness program been replaced with energy-efficient models? [Pg. 25]</li> <li>Has our data centre been retrofitted? [Pg. 26]</li> <li>Envelope</li> <li>Have infiltration issues been addressed? [Pg. 29]</li> <li>Has an air barrier been added or improved? [Pg. 30]</li> <li>Do the roof and wall insulation levels meet NECB requirements? [Pg. 31]</li> <li>Have the windows and doors been upgraded? [Pg. 32]</li> <li>Does the building have a "cool roof?? [Pg. 33]</li> </ul>	<ul> <li>Is there a DCV system? [Pg. 41]</li> <li>Has the CV reheat, multi-zone, or dual-duct system been converted to a modern VAV system? [Pg. 42]</li> <li>Are fans and fan motors right-sized? [Pg. 42]</li> <li>Have VSDs been added to pumps and fans with variable loads? [Pg. 42]</li> <li>Is heat recovered from exhaust streams? (Pg. 42]</li> <li>Is outdoor air pre-heated with a solar air heating system? [Pg. 43]</li> <li>Is there a VRF system? [Pg. 43]</li> <li>Is there a VRF system? [Pg. 43]</li> <li>Has the emised-air delivery system been replaced with a DOAS? [Pg. 44]</li> </ul>	<ul> <li>Central heating</li> <li>Have existing boilers' control systems been replaced? [Pg.47]</li> <li>Have flow-restricting valves been eliminated? [Pg.47]</li> <li>Have pumps been replaced and right-sized? [Pg.47]</li> <li>Are heating water pumps being controlled with VSDs? [Pg.48]</li> <li>Have new burners been installed on existing boilers? [Pg.48]</li> <li>Have new burners been installed ne existing boilers? [Pg.48]</li> <li>Have new burners been installed in firetube boilers? [Pg.48]</li> <li>Hava a new condensing boiler been installed? [Pg.48]</li> <li>Has a new condensing boiler been installed? [Pg.49]</li> <li>Has a new modulating boiler been installed? [Pg.49]</li> <li>Has a new hybrid boiler system been installed? [Pg.49]</li> <li>Has a new heat pump system been installed? [Pg.49]</li> <li>Has a new heat pump system been installed? [Pg.49]</li> <li>Have flow-restricting valves been eliminated? [Pg.50]</li> <li>Are chilled water pipes insulated? [Pg.56]</li> <li>Have pumps been replaced and right-sized? [Pg.56]</li> </ul>		



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https://www.nrcan.gc.ca/energy-efficiency/buildings/existing-buildings/retrofitting/20707

# Developing the Financial Case



# Treat Energy Efficiency as an Investment!

- As an investment, consider using value indicators such as:
  - Savings to Investment Ratio (SIR)
  - Net Present Value (NPV)
  - Internal Rate of Return (IRR)











# RETScreen Expert – A Technical & Financial Analysis Tool!



You can explore a whole building retrofit using the Virtual Energy Analyzer

inancial parameters			Costs   Savings   Revenue			Yearly cash	h flows	
General			Initial costs			Year	Pre-tax	Cumulative
Fuel cost escalation rate	%	2%	Incremental initial costs	100% \$	32,682	#	\$	\$
Inflation rate	%	2%				0	-9,805	-9,805
Discount rate	%	9%	lotal initial costs	100% \$	32,682	1	1,560	-8,245
Reinvestment rate	%	9%	Yearly cash flows - Year 1			2	1,641	-6,604
Project life	yr	20	Annual costs and debt payments			3	1,724	-4,880
Fi					202	4	1,809	-3,07
Finance	,		Count costs (savings)	\$	-302	6	1,983	-1,170
Incentives and grants	\$		Fuel cost - proposed case	\$	6,820	7	2 073	2 880
Debt ratio	%	/0%	Debt payments - 15 yrs	\$	2,512	8	2,165	5.045
Debt	\$	22,877	Total annual costs	\$	8,949	9	2,258	7,304
Equity	\$	9,805				10	2,354	9,658
Debt interest rate	%	7%	Annual savings and revenue			11	2,451	12,109
Debt term	yr	15	Fuel cost - base case	\$	10,429	12	2,550	14,659
Debt payments	\$/yr	2,512	GHG reduction revenue	\$	0	13	2,652	17,311
In some two exclusio			Other revenue (cost)	\$	0	14	2,755	20,066
income tax analysis			Total annual savings and revenue		10 429	15	2,860	22,926
			Total annual savings and revenue		10,425	16	5,480	28,406
			Net yearly cash flow - Year 1	\$	1,480	17	5,589	33,995
			Financial viability			18	5,701	39,090
				01	20.20	20	5,931	51.442
			Pre-tax IKK - equity	%	20.3%			
Annual revenue			Pre-tax MIRK - equity	%	13.6%			
GHG reduction revenue			Pre-tax IRR - assets	%	5.3%			
Gross GHG reduction	tCO <sub>2</sub> /yr	13	Pre-tax MIRR - assets	%	7%			
Gross GHG reduction - 20 yrs	tCO <sub>2</sub>	268	Simple payback	yr	8.2			
GHG reduction revenue	\$	0	Equity payback	yr	5.6			
Other revenue (cost)			Net Present Value (NPV)	\$	12,690			
			Annual life cycle savings	\$/yr	1,390			
			Benefit-Cost (B-C) ratio		2.3			
			Debt service coverage		1.6			





# Incentives from Save on Energy



# About the Retrofit Program

The Save on Energy Retrofit program offers commercial electricity customers incentives to upgrade equipment, reduce energy bills, lower carbon footprints and enhance staff comfort.

#### Which of my facilities are eligible?





# About the Retrofit Program

#### Which project types are eligible?





### Prescriptive and Custom Tracks

Prescriptive	<ul> <li>Set incentive rates for common retrofits.</li> <li>No calculations required.</li> <li>No post-project M&amp;V.</li> </ul>
Custom	<ul> <li>Calculated incentive based on energy (kWh) or demand (kW) savings for more complex projects.</li> <li>Estimated savings calculations required.</li> <li>Post project M&amp;V may be required to verify savings.</li> </ul>



# Retrofit Program Process (1/2)

Visit the <u>Resources and Support</u> <u>page</u> for Application Checklists, Tips and Best Practices









#### Register for the Retrofit Portal

Sign up for a Save on Energy account at <u>saveonenergy.ca/Retrofit</u>.

A user guide and instructional videos are available online on the Retrofit Program's <u>Resources & Support page</u>.

#### Submit Application Documents

Enter project details. Attach quotes, specification sheets, calculations, preproject photos, M&V Plan (if required).

#### Project Pre-Approval

Respond to any requests for information. Receive your notice of preapproval





### Retrofit Program Process (2/2)

Visit the <u>Resources and Support</u> <u>page</u> for Application Checklists, Tips and Best Practices



**Project Installation** Complete your project installation once you have received your notice of pre-approval

#### Post-Project Application

Enter project details. Attach invoices, proof of payment, QA/QC photos and M&V documents if required.

#### Post Project Approval

You will receive a notice of approval following review and approval of all required documents

#### Incentive Payment

Following approval, submit an invoice for the approved incentive amount.



32

# Retrofit Program spring 2023 changes

- **Custom track** introduced in May 2023
- Updated incentive structure
  - New and increased incentives
  - Same incentive rate for lighting and non-lighting projects (\$1,200/kW or \$0.13/kWh, whichever is higher)
  - \$1 million incentive cap for Retrofit projects has been removed
  - Incentives continue to be capped at 50% of project costs
- Changes to **networked lighting** control incentives
  - Incentives now calculated on **\$/kWh** (moving away from \$/sq. ft.)
  - An incentive offering for networked lighting controls from \$0.15/sq. ft. to \$0.35/kWh



# Retrofit Program fall 2023 changes

- Prescriptive incentives for most **non-lighting** measures have increased as of October 30, 2023
- Most non-lighting incentives have **doubled**, and some have increased three- or fourfold, including air source heat pumps
- The **last day to apply for lighting** projects (prescriptive or custom) in the Retrofit program is **December 17, 2023**
- The Instant Discounts Program for lighting launches December 18, 2023
- In this program, incentives will be paid directly to distributors, enabling them to offer instant point-of-sale discounts on energy-efficiency lighting to customers
- Visit the <u>Retrofit program website</u> for the updated measures and incentives.



### New Measure Incentives Rates

Measure	New Incentive
Unitary Air Source Heat Pump	\$18 000/unit
20.0 to <63.3 Tons	\$10,000, and
Refrigeration Compressors	¢740/HD
High Efficiency Scroll Compressors	φ <b>Σ</b> +0/11
Circulator Pumps with ECMs	¢2,200/upit
>=750<1490 W (>=1<2HP)	\$2,200/uliit
Compressed Air VD	¢2 120/upit
Variable Displacement Compressor $>= 20$ HP	\$5,120/uliit
Demand Control Ventilation – Enclosed Parking Garage	
>50 to <= 75 HP	\$29,050/UIII
Unitary Air Conditioning Unit	¢4.990/upit
20 to < 63 tons	\$4,880/UIIIL
Variable Frequency Drive	
5 HP	\$1,050/UIIIC
Variable Frequency Drive	¢20,400/upit
150HP	\$29,400/unit

The complete list of incentives can be found on the Retrofit program webpage.





# Retrofit regional adders

In certain areas of Ontario where electricity constraints exist, Save on Energy introduced Retrofit regional adders that **double the incentive for non-lighting prescriptive measures** to further encourage uptake in the Retrofit program. The target areas are:

- Niagara region
- Kingston area
- Southern Huron Perth
- Pembroke area

- Waubaushene
- Barrie/Muskoka
- Elmira
- Peterborough/Belleville

• Kenora

Postal codes for each eligible target area are available on the Save on Energy website



# **Training Courses**

Save on Energy offers incentives of up to 50% for ~20 training courses, plus certification exam fees, including:

- Achieving Net-Zero Buildings
- Energy Management and the ISO 50001 Standard
- HVAC Optimization for High Performance Sustainable Buildings
- Certified Energy Manager (CEM)
- Certified Measurement & Verification Professional<sup>®</sup> (CMVP)



To register, visit: <u>https://saveonenergy.ca/Training-and-</u> <u>Support/Training-Courses</u>





# Training Courses for Enbridge Customers

Enbridge customers are eligible for incentives of up to 75% for three courses:

- Dollars to \$ense Workshops up to \$500 a day
- Certified Sustainable Building Operator® (CSBO) - up to \$2,250 of course fees
- Certified Energy Manager® (CEM) up to \$2,500 of course fees





# Save on Energy's Capability Building Program

- Save on Energy's Capability Building program is designed to increase awareness of energy-efficiency opportunities, and to enhance knowledge and develop skills in organizations and communities across Ontario so they can undertake energyefficiency actions and participate in Save on Energy programs
- The program includes tools such as workshops, webinars, training courses, coaching, peer learning and information resources including guides and videos





# Making and Pitching The Business Case

Featuring the One-Page Proposal



#### Getting to Yes!

#### **Mapping the Decision Process**



Powering Tomorrow.

#### The One-Page Proposal



HOW TO GET YOUR BUSINESS PITCH ONTO ONE PERSUASIVE PAGE

#### Discover the secret to:

organizing your ideas
 finding just the right words
 standing out among the competition
 receiving a rapid and POSITIVE response

PATRICK G. RILEY







# The Strategic Steps of a One-Page Proposal

#### Follows a logical thought process:

- Title and subtitle what's to come
- Target and secondary targets goals
- Rationale background, WHY, the pitch
- Financial \$\$\$
- Status what's happening
- Action what do you want?







## 3. Implement

#### Project Management, Financing and Contracting



# **Project Management and Contracting**

- A good project can get derailed by poor project management
- All retrofit projects should have a formal management, typical following the fivestep process
  - **Initiating** involves defining your project and obtaining authorization to proceed.
  - **Planning** involves establishing the scope of work, project objectives and the course of action.

- **Executing** involves selecting contractors and completing the project work.
- Monitoring and controlling happens in parallel with the execution step and involves ensuring that the project work is undertaken as planned, as well as managing any necessary change orders.
- **Closing** involves finalizing project activities and formally closing contracts.
- The root of the project management success is good communication





# An End-to-End Retrofit and Implementation Process

The LAS Facility Lighting Service



# Energy Savings Made Easy!







# **Key Facilities**

- Long-Term Care Homes
- Municipal Offices
- Library and Town Halls
- Public Works and Transit Garages
- Pools and Gymnasium
- Community Centres
- Arenas and Curling Rinks
- Baseball Diamonds







# LAS Facility Lighting Service





### Haldimand County Grandview Lodge LTC













# 128-Bed Long-Term Care Facility

- Energy cost ...... \$62,801 (60% reduction)
- Incentives ...... \$23,000
- Financial value ...... IRR of 28.5% (simple payback of 3.7 years)
- Energy consumption ...... 393,778 kWh



### Peterborough Memorial Centre







# Before and After







# **Energy Cost and Maintenance Savings**

- Energy cost ...... \$12,742 (45% reduction)
- Maintenance ...... \$3,334 (80% reduction)
- Incentives ...... \$6,840
- Financial value ...... IRR of 22.1% (simple payback of 4.6 years)
- Energy consumption ...... 70,787 kWh



# Kenora Aquatic Centre (Pool Lighting)

#### **Base Case:**

- Lamp Type: T5 (54W)
- Operating Hours: 5,828 hrs
- Wattage: 17 kW
- Annual Consumption: 96,512kWh

#### **Proposed Case**

- Lamp Type: LED Acuity DSX PGT
- Wattage: 6 kW
- Annual Consumption: 35,924 kWh
- Energy and Maintenance Savings: \$11,694.06
- Financials: IRR of 27.1% (simple payback of 3.9 years)







### Program stats

- Over 120 projects completed and counting
- Community centres, municipal offices, town halls, arenas pools, gymnasium, public works garages and long-term care facilities
- Cumulative savings to municipalities: over \$1 million
- Energy consumption savings: 6.3 million kWh
- Incentives: \$520,000
- 40 municipalities participated
- Save on Energy incentives availability: 2021-2024



### Let's continue the conversation





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# 4. Maintain

Commissioning, Handoff, Training, Ongoing Optimization and Monitoring



# Training – Before, During and After Retrofits

- Up to 75% support available for training
- Customizable to your needs and facility
- Hands-on and practical
- Certifications





#### Commercial

Energy-efficient buildings are an important part of the transition to a low-carbon economy. Save on Energy's training and support resources can help you reduce costs through improved energy efficiency in commercial and multi-unit residential buildings.

https://saveonenergy.ca/Training-and-Support/Commercial



# Monitoring to Show/Ensure the Results

- 3 floors, 48,000 sq.ft.
- Energy reduced by 37% from 2014 to 2018
   2014: 47.3 kWh/ft2
   2018 29.8 kWh/ft2
- Actions linked to asset renewal
- Measures include:
  - Four new rooftop HVAC units
  - VFDs on circulator pumps
  - Building automation system
  - One of two boilers, DHW heater
  - Exterior lighting
  - Commissioning





### **Electricity Improvement**



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POWER WHAT'S NEXT

### Natural Gas Improvement



Connecting Today. Powering Tomorrow.

POWER WHAT'S NEX

# A Retrofit Strategy – A Roadmap to Savings and a Roadmap to the Future!

1. Assess	<ul> <li>Establish commitment</li> <li>Benchmarking with Portfolio Manager</li> <li>Identifying opportunities</li> </ul>
2. Plan	<ul> <li>Staging project measures</li> <li>Determining timing</li> <li>Creating the business case</li> </ul>
3. Implement	<ul> <li>Managing your project</li> <li>Selecting a contractor</li> <li>Commissioning and project hand-off</li> </ul>
4. Maintain	<ul> <li>Training staff</li> <li>Ongoing building optimization</li> <li>Monitoring and tracking</li> </ul>





### **Questions and Answers**



# Thank you

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