
Exhibit A, Attachment 1

Energy-Savings Performance Project SOW Schedules

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|-------------------|--|
| Schedule A | Energy Cost Savings Guarantee |
| Schedule B | Baseline Energy Consumption; Methodology to Adjust Baseline |
| Schedule C | Savings Measurement and Verification Plan; Post-Retrofit M&V Plan; Annual M&V Reporting Requirements |
| Schedule D-G | Left blank for optional schedules |
| Schedule H | Final Project Cost & Project Cash Flow Analysis |
| Schedule I | Financing Agreement and Payment Schedule |
| Schedule J | Compensation to QESP for Annual Services |
| Schedule K | Rebates, Incentives and Grants |
| Schedule L-P | Left blank for optional schedules |
| Schedule Q | Description of Project Site(s); Pre-Existing Equipment Inventory |
| Schedule R | Equipment to be Installed by QESP |
| Schedule S | Construction and Installation Schedule |
| Schedule T | Systems Start-Up and Commissioning; Operating Parameters of Installed Equipment |
| Schedule U | Standards of Comfort |
| Schedule V | QESP's Training Responsibilities |
| Schedule W-AA | Left blank for optional schedules |
| Schedule BB | QESP's Maintenance Responsibilities |
| Schedule CC | Department's Maintenance Responsibilities |
| Schedule DD | Facility Maintenance Checklist |
| Schedules EE – II | Left blank for optional schedules |

SCHEDULE A
ENERGY COST SAVINGS GUARANTEE

This Schedule A sets forth all provisions and conditions of the QESP's Energy and Cost Savings Guarantee (the "Guarantee"), including defining the year for purposes of the "Annual Performance Requirements" subsection of the "Performance by QESP" Section of the SOW. The Guarantee shall be defined in units of energy to be saved for the term of the SOW and specify energy and cost savings guarantees on an annual basis for each Energy-Savings Measure.

SCHEDULE B
BASELINE ENERGY CONSUMPTION; METHODOLOGY TO ADJUST BASELINE

This Schedule B describes the baseline from which the ESMs will be measured and the methodology for adjusting that baseline.

B.1. BASELINE ENERGY CONSUMPTION

B.1.1 QESP shall establish the baseline for measuring and calculating Operation and Maintenance Cost Savings and Utility Cost Savings in accordance with these items:

- (1) the following variables, including but not limited to weather, operating hours, set point changes, etc.:
- (2) each variable identified in B.1.1(1) quantified such as measurements, monitoring, assumptions, manufacturer data, maintenance logs, engineering resources, etc., as follows:
- (3) Key system performance factors characterizing the baseline conditions are the following (including factors such as comfort conditions, lighting intensities, temperature set points, etc.):
- (4) The requirements for Department's witnessing of measurements are the following:
- (5) Details of the baseline data collected are the following:
 - a) parameters monitored;
 - b) details of Equipment monitored (location, type, model, quantity, etc.);
 - c) sampling plan (including details of usage groups and sample sizes);
 - d) duration, frequency, interval, and seasonal or other requirements of measurements;
 - e) personnel, dates, and times of measurements;
 - f) proof of Department's witnessing of measurements (if required);
 - g) monitoring equipment used;
 - h) installation requirements for monitoring equipment (test plug for temperature sensors, straight pipe for flow measurement etc.);
 - i) certification of calibration/calibration procedures followed;

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- j) expected accuracy of measurements/monitoring equipment;
 - k) quality control procedures used;
 - l) form of data (XLS, CSV, etc.);
 - m) results of measurements; and
 - n) completed data collection forms, if used.
- (6) The details of baseline data analysis performed are the following, which include analysis using results of measurements, weather normalized regressions, weather data used and source of data:

B.2 METHODOLOGY TO ADJUST BASELINE

QESP shall use the following methodologies to adjust the baseline to account for the prevailing conditions (such as weather, billing days, occupancy, etc.) during the term of the SOW:

The methodologies used to adjust the baseline shall be based on nationally accepted engineering practices relative to the particular ESM.

SCHEDULE C
SAVINGS MEASUREMENT AND VERIFICATION PLAN; POST-RETROFIT M&V PLAN; ANNUAL M&V REPORTING REQUIREMENTS

This Schedule C describes the information that the QESP shall provide for each of the following phases of M&V planning: Savings M&V Plan, Post-Installation M&V Plan, and Annual M&V Reporting Requirements. The methodology used shall conform to the latest version of the *International Performance Monitoring and Verification Protocol (IPMVP)* as the basis of the savings calculation and verification methodology.

Components of the M&V Plans

C.1 Savings M&V Plan

C.1.1 Executive Summary

- Savings M&V Plan Overview (narrative)
- Risk, Responsibility, and Performance Matrix (table)
- M&V Plan and Savings Calculation Methods Overview (narrative)
- Proposed Annual Energy Cost Savings Guarantee Overview (table)
- Site Use and Savings Overview (table)
- Energy Star's Portfolio Manager and Cash Flow Opportunity Calculator (tables and narrative)
- Schedule of Verification Reporting Activities (table)

C.1.2 Details for Each ESM

- ESM-Specific M&V Plan and Savings Calculation Methods (narrative)
- M&V Plan Summary (table)
- Proposed Annual Savings for each ESM (table)

C.2 Post-Installation M&V Plan

C.2.1 Executive Summary

- Post-Installation M&V Overview (narrative)
- Proposed Annual Energy Cost Savings Guarantee Overview (table)
- Expected Savings Overview for First Performance Year (table)
- Cost Savings for First Performance Year (table)
- Energy Star's Portfolio Manager and Cash Flow Opportunity Calculator (tables and narrative)

C.2.2 Details for Each ESM

- ESM-Specific Post-Installation M&V Overview (narrative)
- Impact to Energy and Cost Savings from Changes Between Final Proposal and As-Built Conditions for each ESM (table)
- Expected Year 1 Savings for each ESM (table)

C.3 Annual M&V Reporting Requirements

C.3.1 Executive Summary

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- Annual M&V Overview (narrative)
 - Annual Report Summary (table)
 - Proposed Annual Energy Cost Savings Guarantee Overview (table)
 - Verified Savings for Performance Year #X (table)
 - Verified Savings for Post-Acceptance Performance Period to Date (table)
 - Energy Star's Portfolio Manager and Cash Flow Opportunity Calculator (tables and narrative)

C.3.2 Details for Each ESM

- ESM-Specific Annual M&V Overview (narrative)
- Verified Annual Savings for each ESM for Performance Year #X (table)

C.1 SAVINGS MEASUREMENT AND VERIFICATION PLAN.

Based on the preliminary M&V planning Work done during the IGEA, QESP shall develop a comprehensive Savings M&V Plan in accordance with the items in this Section C.1. The information shall include charts and graphs, presented in a manner that is easily and readily understandable to Department employees with limited energy expertise. The data provided must clearly show how the savings compare to utility bills for all fuel types. In addition, the M&V Plan must show an analysis and justification for any Operation and Maintenance Cost Savings.

For all tables, include all applicable fuels/commodities for the project, e.g., electric energy, electric demand, natural gas, fuel oil, coal, water, etc., for each ESM.

C.1 Savings M&V Plan Components

C.1.1 Executive Summary

- Savings M&V Plan Overview (narrative)
- Risk, Responsibility, and Performance Matrix (table)
- M&V Plan and Savings Calculation Methods Overview (narrative)
- Proposed Annual Energy Cost Savings Guarantee Overview (table)
- Site Use and Savings Overview (table)
- Energy Star's Portfolio Manager and Cash Flow Opportunity Calculator (tables and narrative)
- Schedule of Verification Reporting Activities (table)

C.1.2 Details for Each ESM

- ESM-Specific M&V Plan and Savings Calculation Methods (narrative)
- M&V Plan Summary (table)
- Proposed Annual Savings for each ESM (table)

C.1.1 EXECUTIVE SUMMARY

QESP shall provide a Savings M&V Plan overview that summarizes all components outlined above and includes the following:

- describes the measurement, monitoring and calculation procedures used to verify and compute the energy savings of each ESM;

- identifies the methods that will be used to compare the amount of energy that would have been used without the project (referred to as the “baseline”) with the amount of energy that is actually used after installation of Equipment;
- describes all methods of measuring savings including engineering calculations, metering, Equipment run times, pre- and post- installation measurements, etc. each ESM;
- clarifies the methodology for converting energy savings into energy cost savings;
- specifies the utility rates to be used for the baseline and describes how calculations will be affected by changes in utility rates;
- identifies procedures for addressing clearly predictable annual variations (e.g., weather, billing days, occupancy, etc.) in the savings formulas;
- defines routine adjustments that will be made during the term of the SOW;
- identifies the conceptual approach that will be used to address non-routine adjustments (e.g., changes in production shifts, facility closures, adding new wings or loads); and
- identifies how permanent changes, such as square footage, will be handled.

QESP shall utilize the matrix below to specify its approach to key variables related to M&V.

| CLARIFICATION OF KEY M&V VARIABLES | QESP's PROPOSED APPROACH |
|--|--------------------------|
| 1. Financial | |
| a. Interest Rates: The timing of the SOW signing may impact the available interest rate and project cost. Describe all of the particulars concerning the interest rate and specify time period for which the proposed interest rate is valid. | |
| b. Construction Costs: The QESP is responsible for determining construction costs and defining a budget for cost-effective ESMs, which may change during project development. Clarify design standards and the design approval process (including changes) and how costs will be reviewed. | |
| c. M&V Verification: The Department shall determine the degree of verification required for the M&V program and energy savings determinations prior to QESP's submission of final proposal. Clarify how energy savings will be verified (e.g., Equipment performance, operational factors, energy use) and the impact on M&V costs. | |
| d. Operation and Maintenance Cost Savings: The project may include savings from <i>recurring costs</i> (based on actual spending reductions) and/or <i>one-time future replacement expenditures</i> (e.g., capital expenditures that were appropriated for future replacement of Equipment but will no longer be necessary). Clarify sources of operation and maintenance cost savings and how they will be verified. | |
| e. Delays: Clarify schedule and how the cost of delays will be addressed. | |
| f. Major Changes in Facility: Clarify Department's and QESP's responsibilities in the event of a premature facility closure, loss of funding, or other major change in facility use and the impact on M&V. | |
| 2. Operational | |
| a. Operating Hours: Clarify whether operating hours are to be measured or stipulated and what the impact will be if they change. If the operating hours are stipulated, the baseline should be carefully documented and agreed to by both parties. | |

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| b. Load: Clarify whether Equipment loads are to be measured or stipulated and what the impact will be if they change. If the Equipment loads are stipulated, the baseline should be carefully documented and agreed to by both parties. | |
| c. Weather: Clearly specify how weather fluctuations will be addressed in M&V. | |
| d. User Participation: Clarify what degree of user participation (e.g., control settings) is needed to generate savings and utilize monitoring and training to mitigate risk. If performance is stipulated, document and review assumptions carefully and consider M&V to confirm the capacity to save (e.g., confirm that the controls are functioning properly). | |
| 3. Performance | |
| a. Equipment Performance: Clarify the QESP's and Department's responsibilities for initial and long-term performance of Equipment, how it will be verified, and what will be done if performance does not meet expectations. | |
| b. Operations: Clarify which party will perform Equipment operations, the implications of Equipment control, how changes in operating procedures will be handled, and how proper operations will be assured. | |
| c. Preventive Maintenance: Clarify who is responsible for performing long-term preventive maintenance to maintain operational performance throughout the term of the SOW. Clarify how long-term preventive maintenance will be assured, especially if the party responsible for long-term performance is not responsible for maintenance (e.g., QESP provides maintenance checklist and reporting frequency). Clarify what will be done if inadequate preventive maintenance impacts performance. | |
| d. Equipment Repair and Replacement: Clarify who is responsible for performing replacement of failed components or Equipment replacement throughout the term of the SOW. Specifically address potential impacts on performance due to Equipment failure. Specify expected Equipment life and warranties for all installed Equipment. Discuss replacement responsibility when Equipment life is shorter than the term of the SOW. | |

M&V Plan and Savings Calculation Methods Overview

Using the tables below and any graphs and charts, QESP shall provide a narrative description that summarizes how savings will be calculated.

Proposed Annual Energy Cost Savings Guarantee Overview Table

| ESM | Total energy savings (MMBtu/yr) | Electric energy savings (kWh/yr) | Electric demand savings (kW/yr)* | Natural gas savings (MMBtu/yr)** | Water savings (gallons/yr) | Other energy savings (MMBtu/yr)** | Total energy and water cost savings, Year 1 (\$/yr) | Other energy-related O&M cost savings, Year 1 (\$/yr) | Total cost savings, Year 1 (\$/yr) |
|--|---------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------|-----------------------------------|---|---|------------------------------------|
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| | | | | | | | | | |
| Total savings | | | | | | | | | |
| First Year Guaranteed Energy Cost Savings: \$ | | | | | | | | | |

Notes
 *Annual electric demand savings (kW/yr) is the sum of the monthly demand savings.
 MMBtu=10⁶ Btu.
 **If energy is reported in units other than MMBtu, provide a conversion factor to MMBtu for link to cost schedules (e.g., 0.003413 MMBtu/kWh).

Site Energy Use and Savings Overview Table

| | Total energy savings (MMBtu/yr) | Electric energy savings (kWh/yr) | Electric demand savings (kW/yr)* | Natural gas savings (MMBtu/yr)** | Water savings (gallons/yr) | Other energy savings (MMBtu/yr)** |
|--|---------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------|-----------------------------------|
| Total proposed project savings | | | | | | |
| Baseline usage for entire site** | | | | | | |
| % Total site usage saved | | | | | | |
| <hr/> | | | | | | |
| Project square footage (KSF) | | | | | | |
| Total site square footage (KSF) | | | | | | |
| % Total site area affected | | | | | | |
| <hr/> | | | | | | |
| <p>Notes MMBtu=10⁶ Btu *Annual electric demand savings (kW/yr) is the sum of the monthly demand savings. **If energy is reported in units other than MMBtu, provide a conversion factor to MMBtu for link to cost schedules (e.g., 0.003413 MMBtu/kWh). KSF = 10³ square feet.</p> | | | | | | |

Energy Star’s Portfolio Manager and Cash Flow Opportunity Calculator

QESP shall assist Department in establishing an Environmental Protection Agency (EPA) Energy Star Portfolio Manager account for each building in the Project Site and share (in read only format) such account with the State of Connecticut Master Account, as specified by DEEP. QESP shall create a table that shows a pre-retrofit energy performance rating using the Energy Star Portfolio Manager, the weather normalized energy intensity in kBtu/SF, and an estimated post-retrofit energy performance rating for each building included in the SOW. If the building type is not eligible for rating in Portfolio Manager, provide the normalized source Energy Use Intensity (EUI).

QESP in consultations with the Department shall provide a completed Energy Star Cash Flow Opportunity Calculator (CFO Calculator) spreadsheet for the total project (including all facilities to be improved), with variables inserted that represent the most likely options available to the Department. The CFO Calculator will be provided in both hard copy and electronic format, to enable the Department to run its own analyses on financing options in the agreed format.

C.1.2 DETAILS FOR EACH ENERGY-SAVINGS MEASURE (ESM)

ESM-Specific M&V Plan and Savings Calculation Methods

The QESP shall identify all of the details for M&V and savings calculations for each ESM. To that end, QESP shall develop a plan that includes the following information for each ESM.

M&V Overview

- Summary of the scope of Work, location, and how Energy and Cost Savings are generated. Description of the source of all savings including energy, water, operation and maintenance, and other (if applicable).
- Specifics regarding the M&V guideline and option used from the International Performance Measurement and Verification Protocol (IPMVP).
- An overview of M&V activities for ESM which explains the intent of M&V Plan, including what is being verified.
- An overview of savings calculations methods for ESM including a general description of analysis methods used for Energy and Cost Savings calculations.

Proposed Energy and Water Savings Calculations and Methodology

- A detailed description of analysis methodology used which describes any data manipulation or analysis that was conducted prior to applying savings calculations.
- A detailed description of any energy models used and discussion of how modeling analysis was used in calculating energy and water saving, including: a complete list of all of the inputs used for the model, a document with a table for each major occupancy and all of the inputs for each occupancy, and a complete list of all variables input and assumptions made by the software or the individual using the model. All assumptions and sources of data, including all stipulated values used in calculations.
- All equations and technical details of the calculations made.
- Details of any savings or baseline adjustments that may be required.
- Details of utility rates used to calculate cost savings. Provide post-acceptance performance period utility rate adjustment factors.
- Details regarding proposed savings for this ESM for post-acceptance performance period. This shall include the table below entitled “Proposed Annual Savings for Each ESM.”

Operations and Maintenance Cost Savings

- Any and all justification for Operations and Maintenance Cost Savings. Descriptions shall include how savings are generated and detail cost savings calculations.
- Details of post-acceptance performance period
- Other cost savings adjustment factors.

Details of other savings (if applicable)

- All explanations and justification for other cost savings. Specifics regarding how savings are generated. Detail cost savings calculations.
- Details of post-acceptance performance period other cost savings adjustment factors.

Post-Installation M&V Activities

- Describe the intent of post-installation verification activities, including what will be verified.
- Describe variables affecting post-installation energy or water use. Include variables such as weather, operating hours, set point changes, etc. Describe how each variable will be quantified, i.e., measurements, monitoring, assumptions, manufacturer data, maintenance logs, engineering resources, etc.

- Define key system performance factors characterizing the post-installation conditions such as lighting intensities, temperature set points, etc.
- Define requirements for Department witnessing of measurements..
- Provide details of post-installation data to be collected, including: parameters to be monitored; details of Equipment to be monitored (location, type, model, quantity, etc.); sampling plan, including details of usage groups and sample sizes; duration, frequency, interval, and seasonal or other requirements of measurements; monitoring Equipment to be used; installation requirements for monitoring Equipment; calibration requirements and procedures; expected accuracy of measurements/monitoring Equipment; quality control procedures to be used; form of data to be collected (XLS, CSV, etc.); sample data collection forms (optional).
- Detail data analysis to be performed.

Post-Acceptance Performance Period Verification Activities

- Describe variables affecting post-acceptance performance period energy or water use. Include variables such as weather, operating hours, set point changes, etc. Describe how each variable will be quantified, i.e., measurements, monitoring, assumptions, manufacturer data, maintenance logs, engineering resources, etc.
- Define key system performance factors characterizing the post-acceptance performance period conditions. Include factors such as comfort conditions, lighting intensities, temperature set points, etc.
- Describe the intent of post-acceptance performance period verification activities and specify what will be verified.
- Provide detailed schedule of post-acceptance performance period verification activities and inspections.
- Define requirements for Department witnessing of measurements..
- Provide details of post-acceptance performance period data to be collected, including: parameters to be monitored; details of Equipment to be monitored (location, type, model, quantity, etc.); sampling plan, including details of usage groups and sample sizes; duration, frequency, interval, and seasonal or other requirements of measurements; monitoring Equipment to be used; installation requirements for monitoring Equipment; calibration requirements and procedures; expected accuracy of measurements/monitoring Equipment; quality control procedures to be used; form of data to be collected (XLS, CSV, etc.); sample data collection forms (optional).
- Detail data analysis to be performed.
- Define operation and maintenance and repair reporting requirements.
- Detail verification activities and reporting responsibilities of Department and QESP on operations and maintenance items.
- Define reporting schedule.

M&V Plan Summary Table

| ESM Number* | ESM Description | M&V Option Used** | Summary of M&V Plan |
|-------------|-----------------|-------------------|---------------------|
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*Assign a number to identify each ESM.

**M&V options include A, B, C, and D of the International Performance Measurement and Verification Protocol (IPMVP).

Proposed Annual Energy and Cost Savings for Each ESM Table

| ESM Number***: ESM Description | | | | | | | | | | | | | |
|--|-----------------------------|------------------------------|--------------------------------------|--------------------------|--------------------------------------|------------------------------|----------------------------------|------------------------|----------------------------|-------------------------------|-----------------------------------|--|-----------------------------|
| | Total energy use (MMBtu/yr) | Electric energy use (kWh/yr) | Electric energy cost, Year 1 (\$/yr) | Electric demand* (kW/yr) | Electric demand cost, Year 1 (\$/yr) | Natural gas use (MMBtu/yr)** | Natural gas cost, Year 1 (\$/yr) | Water use (gallons/yr) | Water cost, Year 1 (\$/yr) | Other energy use (MMBtu/yr)** | Other energy cost, Year 1 (\$/yr) | Other energy-related O&M costs, Year 1 (\$/yr) | Total costs, Year 1 (\$/yr) |
| Baseline use | | | | | | | | | | | | | |
| Post-installation use | | | | | | | | | | | | | |
| Savings | | | | | | | | | | | | | |
| Notes | | | | | | | | | | | | | |
| *Annual electric demand savings (kW/yr) is the sum of the monthly demand savings. | | | | | | | | | | | | | |
| MMBtu = 10 ⁶ Btu. | | | | | | | | | | | | | |
| **If energy is reported in units other than MMBtu, provide a conversion factor to MMBtu for link to cost schedules (e.g., 0.003413 MMBtu/kWh). | | | | | | | | | | | | | |
| ***Assign a number to identify each ESM. | | | | | | | | | | | | | |

C.2 POST-INSTALLATION M&V PLAN

QESP shall develop a comprehensive Post-Installation M&V Plan that updates the Savings M&V Plan and includes detailed measurements, monitoring, and inspections as well as the information outlined below. The information must be presented in a manner that is easily and readily understandable to Department employees with minimal energy expertise and it must clearly show how the savings compare to utility bills for all fuel types. Charts and graphs should be added to assist in communicating this M&V data.

For all tables, include all applicable fuels/commodities for the project, e.g., electric energy, electric demand, natural gas, fuel oil, coal, water, etc., for each ESM.

C.2 Post-Installation M&V Plan Components

C.2.1 Executive Summary

- Post-Installation M&V Overview (narrative)
- Proposed Annual Energy Cost Savings Overview (table)
- Expected Savings Overview for First Performance Year (table)
- Guaranteed Energy Cost Savings for First Performance Year (table)
- Energy Star’s Portfolio Manager and Cash Flow Opportunity Calculator (tables and narrative)

C.2.2 Details for Each ESM

-
- ESM-Specific Post-Installation M&V Overview (narrative)
 - Impact to Energy and Cost Savings from Changes Between Final Proposal and As-Built Conditions for each ESM (table)
 - Expected Year 1 Savings for each ESM (table)

C.2.1 EXECUTIVE SUMMARY

Post-Installation M&V Overview

QESP shall deliver a post-installation M&V report to Department on or before _____ that includes the information in this section C.2.1. Department shall have thirty (30) days from the date that it receives the report to review and respond to the report.

Post-Acceptance Performance Period Dates Covered: _____ to _____

Project Background

- Dates of relevant SOW modifications
- Post-acceptance performance period dates covered
- Project acceptance date (actual or expected)

Brief Project and ESM Descriptions

- An overview of what was done and how savings are generated
- QESP shall clearly note any changes in project scope between the final proposal (including any relevant SOW modifications) and as-built conditions

Proposed and expected energy and cost savings for Year 1 of the post-acceptance performance period

- Proposed annual savings overview
- QESP shall compare expected savings for first performance year to first year guaranteed Energy Cost Savings. State whether Energy Cost Savings Guarantee is expected to be fulfilled for first year.

Energy, Water, and O&M Rate Data

- Detail utility rates used to calculate energy and cost savings for this period.
- Provide post-acceptance performance period rate adjustment factors for energy, water, and O&M cost savings, if used.
- Report actual utility rates at site for same period (optional).

Savings Adjustments

- Provide summary of any energy and cost savings adjustments required between final proposal (including any relevant SOW modifications) and as-built conditions.
- Describe the impact in changes between the final proposal (including any relevant SOW modifications) and as-built conditions based on post-installation M&V results.

Construction Period Savings

- Provide a summary of construction period savings, if applicable.
- Provide overview of how construction period savings are calculated.

Status of Rebates - Include if applicable.

- Provide a summary of the source of any third-party rebates or incentives provided on this project.
- Provide status of any third-party rebates or incentives.

Expected savings are predicted for the first year based on post-installation M&V activities. Verified savings for first year of post-acceptance performance period will be documented in annual report. The proposed savings for each ESM are included in the SOW.

Proposed Annual Energy Cost Savings Overview Table

| ESM | Total energy savings (MMBtu/yr) | Electric energy savings (kWh/yr) | Electric demand savings (kW/yr)* | Natural gas savings (MMBtu/yr)** | Water savings (gallons/yr) | Other energy savings (MMBtu/yr)** | Total energy and water cost savings, Year 1 (\$/yr) | Other energy-related O&M cost savings, Year 1 (\$/yr) | Total cost savings, Year 1 (\$/yr) |
|---------------|---------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------|-----------------------------------|---|---|------------------------------------|
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| Total savings | | | | | | | | | |

Notes
MMBtu=10⁶ Btu.
*Annual electric demand savings (kW/yr) is the sum of the monthly demand savings.
**If energy is reported in units other than MMBtu, provide a conversion factor to MMBtu for link to cost schedules (e.g., 0.003413 MMBtu/kWh).

Expected Energy and Cost Savings Overview for 1st Performance Year Table

| ESM | Total energy savings (MMBtu/yr) | Electric energy savings (kWh/yr) | Electric demand savings (kW/yr)* | Natural gas savings (MMBtu/yr)** | Water savings (gallons/yr) | Other energy savings (MMBtu/yr)** | Total energy and water cost savings, Year 1 (\$/yr) | Other energy-related O&M cost savings, Year 1 (\$/yr) | Total cost savings, Year 1 (\$/yr) |
|---------------|---------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------|-----------------------------------|---|---|------------------------------------|
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| Total savings | | | | | | | | | |

Notes
MMBtu=10⁶ Btu.
*Annual electric demand savings (kW/yr) is the sum of the monthly demand savings.
**If energy is reported in units other than MMBtu, provide a conversion factor to MMBtu for link to cost schedules (e.g., 0.003413 MMBtu/kWh).

Guaranteed Energy Cost Savings for First Performance Year

| | |
|--|----|
| First Year Guaranteed Energy Cost Savings: | \$ |
|--|----|

Energy Star’s Portfolio Manager and Cash Flow Opportunity Calculator

QESP shall create a table that shows an updated energy performance rating using the Energy Star Portfolio Manager and the weather normalized energy intensity in kBtu/SF for each building in the Project Site. QESP shall include the table in this section of the final, executed SOW. If the building type is not eligible for rating in Portfolio Manager, QESP shall provide the updated normalized source Energy Use Intensity (EUI).

QESP shall include the completed Energy Star Cash Flow Opportunity Calculator (CFO Calculator) spreadsheet for the total project (including all facilities to be improved) and provide narrative to address the potential costs of project delays that have occurred or are likely to occur.

C.2.2 DETAILS FOR EACH ESM

ESM-Specific Post-Installation M&V Overview

QESP shall develop a report that includes the following information for each ESM.

Overview of ESM, M&V Plan, and Savings Calculation for ESM

- Summarize the scope of Work, location, and how energy and cost savings are generated.
- Describe source of all savings including energy, water, O&M, and other (if applicable).
- Provide an overview of M&V activities for ESM. Explain the intent of M&V plan, including what is being verified.
- Provide an overview of Savings Calculation Methods for ESM. Provide a general description of analysis methods used for savings calculations.

Installation Verification

- Detail any changes between final proposal (including any relevant SOW modifications) and as-built conditions.
- Provide details of energy and cost savings impact from changes between final proposal (including any relevant SOW modifications) and as-built conditions based on post-installation M&V results. Include impact to energy and cost savings from changes between final proposal and as-built conditions for each ESM.
- Describe construction period savings (if applicable). Include date ESM was in effect, and reference acceptance documentation.
- Detail savings calculations for construction period savings.

Post-Installation M&V Activities Conducted - Detail measurements, monitoring, and inspections conducted in accordance with M&V plan (include all that apply for each one):

- Measurement equipment used.
- Equipment calibration documentation.
- Dates/times of data collection or inspections, names of personnel, and documentation of Department witnessing of the post-installation M&V activities.
- Details to confirm adherence to sampling plan.
- Include all post-installation measured values. Include periods of monitoring and durations and frequency of measurements. (Use appendix and electronic format as necessary). Include description of data format (headings, units, etc.).
- Describe how performance criteria have been met.
- Detail any performance deficiencies that need to be addressed by QESP or Department.

- Note impact of performance deficiencies or enhancements on generation of savings.

Expected Savings Calculations and Methodology

- Provide detailed description of analysis methodology used. Describe any data manipulation or analysis that was conducted prior to applying savings calculations.
- Detail all assumptions and sources of data, including all stipulated values used in calculations.
- Include equations and technical details of all calculations made.
- Details of any baseline or savings adjustments made.
- Detail energy and water rates used to calculate cost savings. Provide post-acceptance performance period energy and water rate adjustment factors, if used. Report actual energy and water rates at site for same period (optional).
- Detail expected savings for this energy conservation measure for first year. Include Expected Year 1 Savings for ESM.

Details of O&M Savings (if applicable)

- Describe source of savings.
- Describe verification activities.
- Provide post-acceptance performance period O&M cost savings adjustment factors, if applicable.

Details of other savings (if applicable)

- Describe source of savings.
- Describe verification activities.
- Provide post-acceptance performance period adjustment factors, if applicable.

Expected savings are prediction for first year based on post-installation M&V activities. Verified savings for first year of post-acceptance performance period will be documented in the annual report. The proposed savings for each ESM are included in the SOW.

Impact to Energy and Cost Savings from Changes between Final Proposal and As-built Conditions for Each ESM Table

| | Total energy savings (MMBtu/yr) | Electric energy savings (kWh/yr) | Electric energy cost savings, Year 1 (\$/yr) | Electric demand savings* (kW/yr) | Electric demand cost savings, Year 1 (\$/yr) | Natural gas savings (MMBtu/yr)** | Natural gas cost savings, Year 1 (\$/yr) | Water savings (gallons/yr) | Water cost savings, Year 1 (\$/yr) | Other energy savings (MMBtu/yr)** | Other energy cost savings, Year 1 (\$/yr) | Other energy - related O&M cost savings, Year 1 (\$/yr) | Total cost savings, Year 1 (\$/yr) |
|----------|---------------------------------|----------------------------------|--|----------------------------------|--|----------------------------------|--|----------------------------|------------------------------------|-----------------------------------|---|---|------------------------------------|
| Proposed | | | | | | | | | | | | | |
| Expected | | | | | | | | | | | | | |
| Variance | | | | | | | | | | | | | |

Notes
 MMBtu = 10⁶ Btu.
 *Annual electric demand savings (kW/yr) is the sum of the monthly demand savings.
 **If energy is reported in units other than MMBtu, provide a conversion factor to MMBtu for link to cost schedules (e.g., 0.003413 MMBtu/kWh).

Expected Year 1 Energy and Cost Savings for each ESM Table

| | Total energy use (MMBtu/yr) | Electric energy use (kWh/yr) | Electric energy cost (\$/yr) | Electric demand* (kW/yr) | Electric demand cost (\$/yr) | Natural gas use (MMBtu/yr)** | Natural gas cost (\$/yr) | Water use (gallons/yr) | Water cost (\$/yr) | Other energy use (MMBtu/yr)** | Other energy cost (\$/yr) | Other energy - related O&M costs (\$/yr) | Total costs (\$/yr) |
|-----------------------|-----------------------------|------------------------------|------------------------------|--------------------------|------------------------------|------------------------------|--------------------------|------------------------|--------------------|-------------------------------|---------------------------|--|---------------------|
| Baseline use | | | | | | | | | | | | | |
| Post-installation use | | | | | | | | | | | | | |
| Savings | | | | | | | | | | | | | |

Notes
 MMBtu = 10⁶ Btu.
 *Annual electric demand savings (kW/yr) is the sum of the monthly demand savings.
 **If energy is reported in units other than MMBtu, provide a conversion factor to MMBtu for link to cost schedules (e.g., 0.003413 MMBtu/kWh).

C.3 ANNUAL M&V REPORTING REQUIREMENTS

QESP shall develop a comprehensive Annual M&V Report that summarizes the Energy Cost Savings (in dollars and MMBtus) for the annual reporting period. QESP shall deliver this report to Department on or before _____ that includes the information in this section C.3. Department shall have thirty (30) days from the date that it receives the report to review and respond to the report. QESP shall provide the information outlined below and include charts and graphs. The information shall be presented in a manner that is easily and readily understandable to Department employees with minimal energy expertise and it shall clearly identify how the savings compare to utility bills for all fuel types. The data for all tables, shall include all applicable fuels/commodities for the project, e.g., electric energy, electric demand, natural gas, fuel oil, coal, water, etc., for each ESM.

C.3 Annual M&V Reporting Requirements Components

C.3.1 Executive Summary

- Annual M&V Overview (narrative)
- Annual Report Summary (table)
- Proposed Annual Energy Cost Savings Overview (table)
- Verified Savings for Performance Year #X (table)
- Verified Savings for Post-Acceptance Performance Period to Date (table)
- Energy Star’s Portfolio Manager and Cash Flow Opportunity Calculator (tables and narrative)

C.3.2 Details for Each ESM

- ESM-Specific Annual M&V Overview (narrative)
- Verified Annual Savings for each ESM for Performance Year #X (table)

C.3.1 EXECUTIVE SUMMARY

Annual M&V Overview

QESP shall deliver a report that includes the following information:

Post-Acceptance Performance Period Dates Covered: _____ to _____
SOW year #: _____

Project Background - Provide an overview of project background, including:

- Date of SOW Execution and primary parties to the SOW
- Dates of relevant SOW modifications
- Post-acceptance performance period dates covered
- Project acceptance date (actual or expected)

Brief Project and ESM Descriptions - Provide an overview including what was done and how savings are generated.

Summary of proposed and verified energy and cost savings

- Compare verified savings for Performance Year # to Energy Cost Savings Guarantee for Year #. State whether Energy Cost Savings Guarantee is fulfilled for year. If not, provide detailed explanation.
- Define post-acceptance performance period.
- Include Proposed Annual Savings Overview.

Savings Adjustments - Provide summary of any energy and/or cost savings adjustments required.

Performance and O&M Issues

- Note impact of operating deficiencies or enhancements on generation of savings.
- Note impact of maintenance deficiencies on generation of savings.
- Detail any deficiencies needed to be addressed by QESP or Department.

Energy, Water, and O&M Rate Data

- Detail energy and water rates used to calculate cost savings for this period.
- Provide post-acceptance performance period rate adjustment factors for energy, water and O&M, if used.
- Report actual energy and water rates at site for same period (optional).

Verified Savings To Date - Include narrative to summarize the table showing verified savings to date.

Annual Report Summary Table

| | |
|---|--|
| Department Name/Department Contact (Include Email and Phone Number) | |
| Facility Name/Facility Contact (Include Email and Phone Number) | |
| QESP Name/QESP Contact (Include Email and Phone Number) | |
| Total Square Footage of Project Site/SOW Start Date/SOW | |

QESP shall create a table that shows annual updates for the energy performance rating using the Energy Star Portfolio Manager and the weather normalized energy intensity in kBtu/SF for each building in the Project Site. If the building type is not eligible for rating in Portfolio Manager, provide the updated normalized source Energy Use Intensity (EUI).

Include the completed Energy Star Cash Flow Opportunity Calculator (CFO Calculator) spreadsheet for the total project (including all facilities to be improved) and provide narrative to address the potential costs of project delays that have occurred during the past year or are likely to occur.

C.3.2 DETAILS FOR EACH ESM

ESM-Specific Annual M&V Overview

QESP shall deliver a report with the following information for each ESM:

Overview of ESM, M&V Plan, and Savings Calculation for ESM

- Summarize the scope of Work, location, and how Energy and Cost Savings are generated. Describe source of all savings including energy, water, O&M, and other (if applicable).
- Provide an overview of M&V activities for each ESM. Explain the intent of M&V plan, including what is being verified.
- Provide an overview of savings calculation methods for ESM. Provide a general description of analysis methods used for savings calculations.

M&V Activities Conducted This Period - Detail measurements, monitoring and inspections conducted this reporting period in accordance with M&V plan (include all that apply for each one):

- Measurement Equipment used.
- Equipment calibration documentation.
- Dates/times of data collection or inspections, names of personnel, and documentation of Department witnessing of _____.
- Details to confirm adherence to sampling plan.
- Include all measured values for this period. Include periods of monitoring and durations and frequency of measurements. (Use appendix and electronic format as necessary). Include description of data format (headings, units, etc.).
- Describe how performance criteria have been met.
- Detail any performance deficiencies that need to be addressed by QESP or Department.
- Note impact of performance deficiencies or enhancements on generation of savings.

Verified Savings Calculations and Methodology

- Provide detailed description of analysis methodology used. Describe any data manipulation or analysis that was conducted prior to applying savings calculations.
- Detail all assumptions and sources of data, including all stipulated values used in calculations.
- Include equations and technical details of all calculations made. (Use appendix and electronic format as necessary.) Include description of data format (headings, units, etc.).
- Details of any baseline or savings adjustments made.

- Detail energy and water rates used to calculate cost savings. Provide post-acceptance performance period energy and water rate adjustment factors, if used. Report actual energy and water rates at Project Site for same period (optional).
- Detail verified savings for this energy conservation measure for performance year.

Details of O&M Savings (if applicable)

- Describe source of savings.
- Describe verification activities.
- Provide post-acceptance performance period O&M cost savings adjustment factors, if applicable.

Details of other savings (if applicable)

- Describe source of savings.
- Describe verification activities.
- Provide post-acceptance performance period adjustment factors, if applicable.

O&M Activities

- **Operating requirements**
 - Identify who is responsible for Equipment operations. If appropriate, detail how responsibilities are shared.
 - Detail any deficiencies needed to be addressed by QESP or Department.
 - Note impact of operating deficiencies or enhancements on generation of savings.
- **Preventive Maintenance requirements** - Identify who is responsible for performing maintenance. If appropriate, detail how responsibilities are shared.
- **Verification of scheduled maintenance items completed by QESP or Department**
 - Detail any deficiencies needed to be addressed by QESP or Department.
 - Note impact of maintenance deficiencies on generation of savings.
- **Repair and replacement requirements**
 - Identify who is responsible for performing maintenance. If appropriate, detail how responsibilities are shared.
 - Summary of activities conducted this period by QESP or Department.
 - Detail any deficiencies needed to be addressed by QESP or Department.
 - Note impact of maintenance deficiencies on generation of savings.

Verified Annual Energy Cost Savings for each ESM for Performance Year #X Table

| | Total energy use (MMBtu/yr) | Electric energy use (kWh/yr) | Electric energy cost, Year # (\$/yr) | Electric demand* (kW/yr) | Electric demand cost, Year # (\$/yr) | Natural gas (MMBtu/yr)** | Natural gas cost, Year # (\$/yr) | Water use (gallons/yr) | Water cost, Year # (\$/yr) | Other energy use (MMBtu/yr) | Other energy cost, Year # (\$/yr) | Other energy-related O&M costs, Year # (\$/yr) | Total costs, Year # (\$/yr) |
|---|-----------------------------|------------------------------|--------------------------------------|--------------------------|--------------------------------------|--------------------------|----------------------------------|------------------------|----------------------------|-----------------------------|-----------------------------------|--|-----------------------------|
| Baseline use | | | | | | | | | | | | | |
| Performance Year # use | | | | | | | | | | | | | |
| Savings | | | | | | | | | | | | | |
| <u>Notes</u> MMBtu = 10 ⁶ Btu. *Annual electric demand savings (kW/yr) is the sum of the monthly demand savings. | | | | | | | | | | | | | |

**If energy is reported in units other than MMBtu, provide a conversion factor to MMBtu for link to cost schedules (e.g., 0.003413 MMBtu/kWh).

SCHEDULE D. Left blank for optional schedule related to Energy Cost Savings Guarantee

SCHEDULE E. Left blank for optional schedule related to Energy Cost Savings Guarantee

SCHEDULE F. Left blank for optional schedule related to Energy Cost Savings Guarantee

SCHEDULE G. Left blank for optional schedule related to Energy Cost Savings Guarantee

SCHEDULE H
FINAL PROJECT COST & PROJECT CASH FLOW ANALYSIS

QESP shall employ the costs, markups, margins, and fees set forth in Final Exhibit D in order to complete this Schedule H. This Schedule H sets forth the spreadsheet created by the QESP detailing the expected financial performance of the project throughout the entire term of the SOW. The spreadsheet shall clearly identify all financial components of the project including interest rates, current fuel prices, any escalation rates, Energy Cost Savings Guarantee figures, QESP compensation figures, cash-flow projections, and projected net present value of any cumulative positive cash flow benefits to the Department. Savings projections shall be delineated by fuel type. QESP shall also identify ongoing QESP annual service fees over the term of the SOW. QESP shall identify for each project the project cost breakdowns, including both hard costs (e.g., labor, subcontracted work, cost of materials and Equipment) and miscellaneous costs (e.g., permit fees, bonds, taxes, insurance, mark-ups, overhead, and profit).

SCHEDULE I
FINANCING AGREEMENT AND PAYMENT SCHEDULE

Attached to the Contract as this Schedule I are the project financing agreement, an amortization and payment schedule and the progress payment disbursement schedule that will be used to pay the QESP during the Interim Period (construction and installation) for the agreed-upon percentages of Work completed.

SCHEDULE J
COMPENSATION TO QESP FOR ANNUAL SERVICES

This Schedule J is the spreadsheet that the Department creates showing the amount and frequency of payments that are to be made to the QESP for maintenance, monitoring, and other services negotiated as part of the SOW. The spreadsheet shall contain information on how the compensation is calculated (e.g., a percentage of savings above and beyond the guarantee, flat fee, etc.) and identify an annual inflation index, if used, to escalate fees over the term of the SOW. If applicable to the financial agreement, the spreadsheet shall also identify an hourly fee structure that will be used to cover QESP costs for any services provided beyond the scope agreed to at the time of the execution of the SOW.

**SCHEDULE K
REBATES, INCENTIVES AND GRANTS**

This Schedule K identifies and describes dollar amounts for any rebates, incentives, or grants related to the Work, including any incentives available through the Connecticut Energy Efficiency Fund and the Connecticut Clean Energy Finance Investment Authority.

SCHEDULE L. Left blank for optional schedule related to Payments and Schedule

SCHEDULE M. Left blank for optional schedule related to Payments and Schedule

SCHEDULE N. Left blank for optional schedule related to Payments and Schedule

SCHEDULE O. Left blank for optional schedule related to Payments and Schedule

SCHEDULE P. Left blank for optional schedule related to Payments and Schedule

SCHEDULE Q
DESCRIPTION OF PROJECT SITE(S); PRE-EXISTING EQUIPMENT INVENTORY

This Schedule Q is a description of the condition of the Project Site(s) at the time of execution of the SOW, including facility square footage, building construction, use, occupancy, hours of operation, Goods located at the Project Site(s), and any other conditions that are important to accurately establishing the baseline of energy use. Photographs may also be included to accurately capture the Project Site and any existing Goods or relevant conditions of the Project Site.

**SCHEDULE R
EQUIPMENT TO BE INSTALLED BY QESP**

This Schedule R is a detailed list of the Equipment to be installed, including manufacturer, quantity, location, and warranties, and sets forth any modifications that will be made to existing Goods, if applicable.

SCHEDULE S
CONSTRUCTION AND INSTALLATION SCHEDULE

This Schedule is a table showing the dates and milestones for project construction and Equipment installation.

SCHEDULE T

SYSTEMS START-UP AND COMMISSIONING OF EQUIPMENT; OPERATING PARAMETERS OF INSTALLED EQUIPMENT

This Schedule T describes the thorough and systematic performance tests that the QESP shall perform of each element and total system of the installed Equipment pursuant to the SOW. QESP shall provide systems commissioning services that meet the requirements detailed in this Schedule T.

All commissioning services for the project shall be provided in accordance with the requirements of ASHRAE (American Society of Heating, Refrigerating and Air-Conditioning Engineers) Guideline 0-2005.

COMMISSIONING PROCESS

The project's commissioning plan and specific commissioning requirements that the QESP will develop shall include at least the following:

- Qualifications and affiliation of the Commissioning Agent (CxA), including project staff licensed by the State of Connecticut as Professional Engineers in mechanical or electrical engineering and project staff certified in building commissioning by the Building Commissioning Association or the Association of Energy Engineers;
- Roles and responsibilities of CxA, including directing the commissioning team in the completion of the commissioning requirements, overseeing or performing the commissioning tests, and verifying the adequacy of the commissioning results;
- Roles and responsibilities of QESP, Department, and Department's commissioning representative, including witnessing of commissioning activities;
- Process that will be followed to document the design intent or Department's project requirements for each ESM or system, including:
 - Operational parameters, such as temperature setback capabilities or operator interface features,
 - Requirements for design details or ancillary items, such as sensors, valves, access, electrical, existing Goods demolition, etc., and
 - Performance requirements, such as Equipment efficiencies, or ton-hours of chilled water to be delivered;
- Requirements for Department reviews or submittal approvals;
- Schedule for developing and approving a commissioning plan, including expected content such as:
 - Pre-functional inspections,
 - Functional testing procedures, and
 - Required use of manufacturers' start-up procedures;
- Requirements for the documentation of the Department's attendance at the various tests and the Department's approval that the tests followed the specified procedures and meet or exceed the expected results;
- Plan for seasonal testing and conditional acceptance, if needed;

-
- Contents and timing of periodic project reports, Final Commissioning Report, and Systems Manual;
 - Requirements for CxA oversight of O&M training; and
 - Plan for warranty walk-through or other follow-up procedures.

PROJECT DESIGN

QESP shall be responsible for successful performance of commissioning activities by the CxA during the design phase, including:

- Meeting with Department to review project design and approve Equipment submittals;
- Documenting the design intent for each ESM or system;
- Developing a draft commissioning plan, including the specifics of all pre-functional inspections and functional performance tests;
- Developing commissioning specifications for project (if needed);
- Facilitating review and acceptance of commissioning documents by Department and QESP;
- Issuing Final Commissioning Plan and specifications.

CONSTRUCTION

QESP shall be responsible for successful performance of commissioning activities by the CxA during the construction phase, including:

- Observation of construction by CxA and State Department's commissioning representative;
- Pre-construction and periodic commissioning meetings with the project team;
- Submission of commissioning progress reports;
- Completion and certification of pre-functional inspections by the QESP prior to Equipment start-up and functional testing;
- Completion of manufacturer's start-up procedures by the QESP or manufacturer's representative.

PROJECT ACCEPTANCE

QESP shall be responsible for successful performance of commissioning activities by the CxA during the project acceptance phase, including those listed below. Project acceptance shall occur upon execution by the Department of the **Certificate of Acceptance of All Installed Equipment**.

- Development of pre-functional test checklists and verification of completion forms for all Equipment to be commissioned;
- Execution of the functional performance tests and documentation of the procedures;
- Documentation in a deficiency log of any items that did not pass;
- Correction and retesting of noncompliant items in the presence of the CxA to confirm that the items have been fixed, noting the date and corrective action taken in the deficiency log;
- Preparation of the Final Commissioning Report or a Systems Manual including, at minimum, the following:
 - Commissioning summary report, including how the Department's project requirements or design intent prescribed for each system were met,

-
- QESP certified pre-functional checklists,
 - Completed manufacturers start-up sheets,
 - Results of functional testing and verification of system,
 - Detailed operating procedures / sequences of operations,
 - Closed out deficiency log, and
 - Overview of training provided to O&M staff.

If applicable, QESP shall provide a more comprehensive Systems Manual, as requested by Department to meet LEED certification requirements.

PHASE 5 – POST-ACCEPTANCE PHASE

QESP shall be responsible for successful performance of commissioning activities by the CxA during the post-acceptance phase, including:

- Scheduling and verification of deferred functional testing, as necessary, based on seasonal conditions required to evaluate certain systems. When functional testing has been deferred, acceptance of the project is conditional upon the success of the scheduled tests; and
- Scheduling and performance of a warranty walk-through to identify any problems with Equipment during warranty periods.

SCHEDULE U STANDARDS OF COMFORT

This Schedule U sets forth the acceptable standards of comfort that the QESP shall maintain for heating, cooling, lighting levels, hot water temperatures, humidity levels, and/or any special conditions for occupied and unoccupied areas in each building in the Project Site(s). The agreed upon standards shall be detailed in a format similar to the table below and include the types of information delineated below for each building. QESP shall insert rows, to specify lighting levels, hot water temperature levels, humidity levels, and other conditions, as required.

Standards of Comfort Table

| | | |
|--------------------------------|---|---|
| | Building | (include street address) |
| | Room label | (in the absence of room numbers, provide a labeled floor plan that corresponds with the standards of comfort list) |
| | Room description | (describe the fundamental use of the space at the time of the study) |
| | # of occupants | (the range of people in the space when it is to be considered occupied) |
| Times when space is occupied | Acceptable heating season temperature range | (generally a 3 to 4 degree range) |
| | Location measured | (where in the space is the measurement taken, including height from the floor) |
| | Acceptable heating season relative humidity | (where in the space is the measurement taken, including height from the floor) |
| | Acceptable cooling season temperature range | (generally a 3 to 4 degree range) |
| | Location measured | (where in the space is the measurement taken, including height from the floor) |
| | Acceptable cooling season relative humidity | (where in the space is the measurement taken, including height from the floor) |
| | Specific times that comfort standards shall be maintained | (define hours that the space conditions are required, e.g., 6:30 a.m. until 6:00 p.m. daily Mon - Friday) |
| | Other (e.g., lighting levels) | |
| | Other | |
| | Planned abnormal facility use | (should include holidays, maintenance uses, planned shutdowns or facility off times, summer vacations for some educational facilities, etc) |
| Times when space is unoccupied | Acceptable heating season temperature range | (generally a 3 to 4 degree range but setback from occupied setting) |
| | Location measured | (where in the space is the measurement taken, including height from the floor) |
| | Acceptable heating season relative humidity | (where in the space is the measurement taken, including height from the floor) |
| | Acceptable cooling season temperature range | (generally a 3 to 4 degree range but setback from occupied setting) |
| | Location measured | (where in the space is the measurement taken, including height from the floor) |
| | Acceptable cooling season relative humidity | (where in the space is the measurement taken, including height from the floor) |
| | Time from and until comfort standards shall be maintained | (describe the times with unoccupied settings are acceptable) |
| | Other | |

SCHEDULE V
QESP'S TRAINING RESPONSIBILITIES

This Schedule V sets forth the training program for Project Site(s) personnel, including the duration and frequency of the specified training, any provisions for ongoing training, commitments to train newly hired Project Site(s) personnel, and training with respect to possible future Equipment or software upgrades. QESP shall identify any fees for additional training that may be requested by the Department beyond the training required by this SOW.

SCHEDULE W. Left blank for optional schedule related to Design and Construction Phase

SCHEDULE X. Left blank for optional schedule related to Design and Construction Phase

SCHEDULE Y. Left blank for optional schedule related to Design and Construction Phase

SCHEDULE Z. Left blank for optional schedule related to Design and Construction Phase

SCHEDULE AA. Left blank for optional schedule related to Design and Construction Phase

SCHEDULE BB
QESP'S MAINTENANCE RESPONSIBILITIES

This Schedule BB sets forth QESP's operations and maintenance responsibilities, including but not limited to:

1. Description of QESP's operations and maintenance responsibilities.
2. Performance period for QESP's operating and maintenance responsibilities.
3. Period of time for QESP maintenance responsibilities during and after warranty period.
4. Annual payment amounts for QESP maintenance responsibilities.

SCHEDULE CC
DEPARTMENT'S MAINTENANCE RESPONSIBILITIES

This Schedule CC sets forth the Department's operations and maintenance responsibilities, which are limited to particulars relative to the following: routine maintenance and operations for Goods located at the Project Site(s) and maintenance and operations for Equipment. QESP shall provide to the Department the operations and maintenance manuals that outline operations and maintenance duties for all Equipment.

**SCHEDULE DD
FACILITY MAINTENANCE CHECKLIST**

This Schedule DD is a checklist which the Department shall maintain to record and track its compliance with operations and maintenance responsibilities of the Project Site(s) personnel. The checklist shall be available for inspection by the QESP upon request.

SCHEDULE EE. Left blank for optional schedule related to Post-Construction Phase

SCHEDULE FF. Left blank for optional schedule related to Post-Construction Phase

SCHEDULE GG. Left blank for optional schedule related to Post-Construction Phase

SCHEDULE HH. Left blank for optional schedule related to Post-Construction Phase

SCHEDULE II. Left blank for optional schedule related to Post-Construction Phase

SCHEDULE JJ. Left blank for optional schedule related to Administration

SCHEDULE KK. Left blank for optional schedule related to Administration

SCHEDULE LL. Left blank for optional schedule related to Administration

SCHEDULE MM. Left blank for optional schedule related to Administration

SCHEDULE NN. Left blank for optional schedule related to Administration

SCHEDULE OO. Left blank for optional schedule related to Administration