



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: General Services
Department No.: 063
For Agenda Of: January 20, 2015
Placement: Departmental
Estimated Tme: 30 Minutes
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: General Services Matthew P. Pontes, Director (805) 560-1011
Contact Info: Greg Chanis, Assistant Director (805) 568-3096
SUBJECT: Santa Barbara County Commissioning and Retro-Commissioning Policy for County Owned Facilities

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Risk Management: As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and adopt the Santa Barbara County Commissioning and Retro-Commissioning Policy for County-owned facilities, in accordance with County Ordinance 4452 Chapter 12a "Facilities Policy Framework";
- b) Direct staff to develop policy-implementation guidance and to implement the policy County-wide;
- c) Direct staff to develop a methodology of funding the retro- and re-commissioning services for existing buildings for inclusion in the 2016-17 County Budget process; and
- d) Determine that the act of adopting this policy is not a "project" as defined by California Environmental Quality Act (CEQA) Guidelines Section 15378(b) (5), as it is an administrative activity that will not result in direct or indirect changes in the environment. (See Attachment 4).

Summary Text:

The County of Santa Barbara is committed to the effective management of its resources and is a strong advocate for energy-efficient, sustainable operations of its facilities. The proposed Commissioning and Retro-Commissioning (Cx) Policy ("Policy") was developed by a consultant under a grant provided by Southern California Edison (SCE) and approved by the County Board of Supervisors in 2011. This policy is the outcome requirement of an existing County ordinance (Ordinance 4452, Chapter 12a

“Facilities Policy Framework”) approved by the County Board of Supervisors, March 2002, and will ensure the following across all County Departments:

- 1) All new applicable County construction and major renovation projects are commissioned prior to occupancy/operation.
- 2) Existing County buildings will be assessed on an ongoing basis for suitability to be retro-commissioned and/or re-commissioned.
- 3) The commissioning process becomes an integrated function of the County’s facility construction and management teams’ budgets and regular activities.

The Policy and the commissioning of County owned and operated facilities:

- 1) Builds on the County’s approved Energy Action Plan (goal of 25% electricity reduction by 2025) and Benchmarking Policy.
- 2) Is consistent with the County’s Sustainability Action Plan and Resolution 09-059.
- 3) Supports the County’s role in achieving the State of California’s long-term energy strategy.

The recommended Policy is intended to work in conjunction with other County energy management strategies and Board approved policies; specifically the Benchmarking Policy (April 2013), the Utility Manager System, and the Energy Action Plan (April 2013). Eventually, it will also be integrated into a larger facility management framework that includes the physical condition of the facility (e.g., Jorgensen Report Phase II). Together, these will provide a framework and the tools needed to proactively manage the energy efficiency of the County’s building assets.

Background:

Commissioning is the process of performing a comprehensive building evaluation to validate and improve building system performance, particularly as it relates to energy efficient operations. It is an integrated team approach that can be used as a quality assurance and risk management tool with a means to incorporate energy and non-energy benefits into County buildings. Commissioning minimizes design and construction project risk for the County. Commissioning ensures the building’s systems are integrated for optimum performance and are designed, installed, and operated in accordance with the owner’s functional project requirements as documented by the County during the project’s pre-design/conceptual phase. Commissioning is thus a means through which the County’s requirements are proactively articulated, documented, and validated. It can be applied to all new construction, major renovations, retrofit projects and existing buildings.

Retro-commissioning is applied to existing buildings that have never been commissioned, and re-commissioning is to be applied to buildings that have been commissioned, but are in need of re-commissioning due to age or substantial building or building system modification or replacement. The median age of all County buildings is about 36 years, and nearly half of the County’s building stock was constructed before Title 24 was enacted in 1978, and thus most of these have never been commissioned. Many of these buildings continue to utilize originally installed, aging systems and equipment.

The proposed Policy is the product of a larger study performed by ICF International under the aforementioned grant by SCE. This study is provided herein as Attachment 2. The goal of this Policy is to improve the performance of County owned buildings. As buildings and their systems age, their

energy and functional performance degrades. This results in an increase in energy consumption and loss of original performance. Improvements can be realized through the implementation of cost-effective strategies that improve facility operations and maintenance activities which will result in maintenance and utility cost savings and other non-energy benefits that improve building and employee environmental health.

It is staff's expectation that the implementation of this Policy will result in energy consumption reductions, resulting in utility bill reductions and additional building and employee environmental health benefits that lead to increased building and staff performance. According to the consultant working under the SCE grant, studies have found that both new construction commissioning and existing building retro-commissioning projects can be cost-effective across a wide range of building types and sizes, resulting in average energy savings of 10% and 15%, respectively. In addition, anecdotal evidence suggests, in some cases, non-energy benefits alone can be significant enough to offset the entire cost of commissioning, further increasing the value of commissioning and return on investment.

Comprehensive commissioning requirements have until recently been absent from building codes and standards. Today's green and sustainable building standards promote commissioning as a fundamental requirement, with the California Green Building Standards Code (Title 24 Part 11) and the California Energy Code (Title 24, Part 6) forming the basis for the County's minimum requirement for the commissioning of County owned and operated buildings. Commissioning, retro-commissioning and re-commissioning are components of the County's existing Energy Action Plan adopted by the Board.

If directed by the Board, staff will develop implementation guidance, and General Services Department will implement the Policy County-wide.

Fiscal and Facilities Impacts:

The Policy will serve as a part of the framework to help the County achieve its energy reduction goals, namely a 25% reduction in electrical energy usage by 2025 compared to 2008, as identified in the County's Energy Action Plan. Adoption of the Policy will not require additional funding at this time. Funding for commissioning of new construction and major renovations will be included as a component in the budget for the individual projects.

The Policy calls for the retro-commissioning of existing buildings: the county's nine largest buildings within five years of Policy implementation, and 20% of the remaining buildings every year thereafter. Funding mechanisms for this project are currently being reviewed and discussed with County staff with the goal of finalizing the funding recommendation to the CEO and Auditor-Controller prior to submission of the 2016-17 County Departmental budgets. The goal and anticipation of the commissioning policy is that energy savings realized from the commissioning will reduce costs in an amount at least equal to the cost of the commissioning.

The Policy will require that all County owned and operated buildings report energy generation and utility consumption through the County's Utility Manager System (ECAP). Some departments currently do not provide this reporting, making it difficult for the County to get a complete picture of its operating cost. With adoption of this policy, General Services will begin working with departments in the development of implementation guidance that will provide details on contracting of commissioning services funding, cost reporting and timing.

Special Instructions:

Direct the Clerk of the Board to forward two (2) copies of the Certified Minute Order to Grady Williams, General Services Department.

Attachments

1. Santa Barbara County Policy: Commissioning and Retro-Commissioning Policy for County Facilities
2. Santa Barbara County Energy Efficiency Strategic Plan Program: Commissioning and Retro-Commissioning Policy For County Owned and Operated Facilities, IFC International, Jan. 21, 2014
3. PowerPoint Presentation
4. Notice of Exemption

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