



# ENHANCED BUILDING OPERATIONS PROGRAM



## PROGRAM SUMMARY

WORKING TOGETHER WITH WITH  
ENERGY EFFICIENCY IN MIND.





# OPERATE YOUR BUILDING EFFICIENTLY AND SAVE.

For commercial building owners in Manitoba, the Enhanced Building Operations Program (EBOP) provides technical support, financial incentives and guidance to find, apply and maintain energy saving measures in your buildings. EBOP brings building owners and operators, professional building consultants, project managers and Efficiency Manitoba staff together to ensure your project’s success. We bring existing commercial buildings to an energy performance level that meets or exceeds original levels, using practical measures determined by a detailed evaluation process.

**Through EBOP you can:**

- reduce energy consumption and costs, by improving the operation of existing equipment;
- improve occupancy comfort;
- reduce building system operation and maintenance costs; and
- improve building reliability and equipment life.

Efficiency Manitoba will finance a portion of the costs to find and verify energy conservation measures, which means less upfront costs for you.

Recommended energy conservation measures include changes to operations, maintenance, control strategies and systems. These measures can reduce a building’s annual energy costs by about 10%.

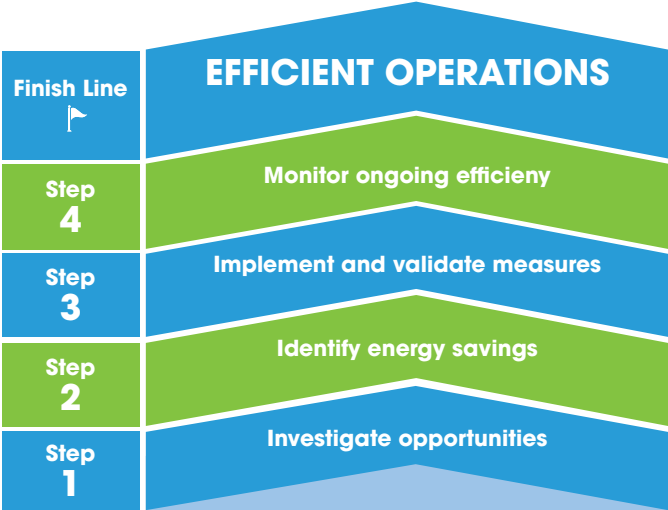
To learn more and get the process started for your building, contact your Efficiency Manitoba representative at [energyteam@efficiencyMB.ca](mailto:energyteam@efficiencyMB.ca).

The process used to identify energy saving opportunities is called retro- or re-commissioning (RCx).

During commissioning, building systems are planned, designed, installed, tested, operated and maintained to verify and record that all requirements are being met.

Re-commissioning puts a building through the process again, following a change in requirements, operations or needs. Retro-commissioning applies the process to an existing building for the first time, years after initial start-up and use.

### Steps for building performance





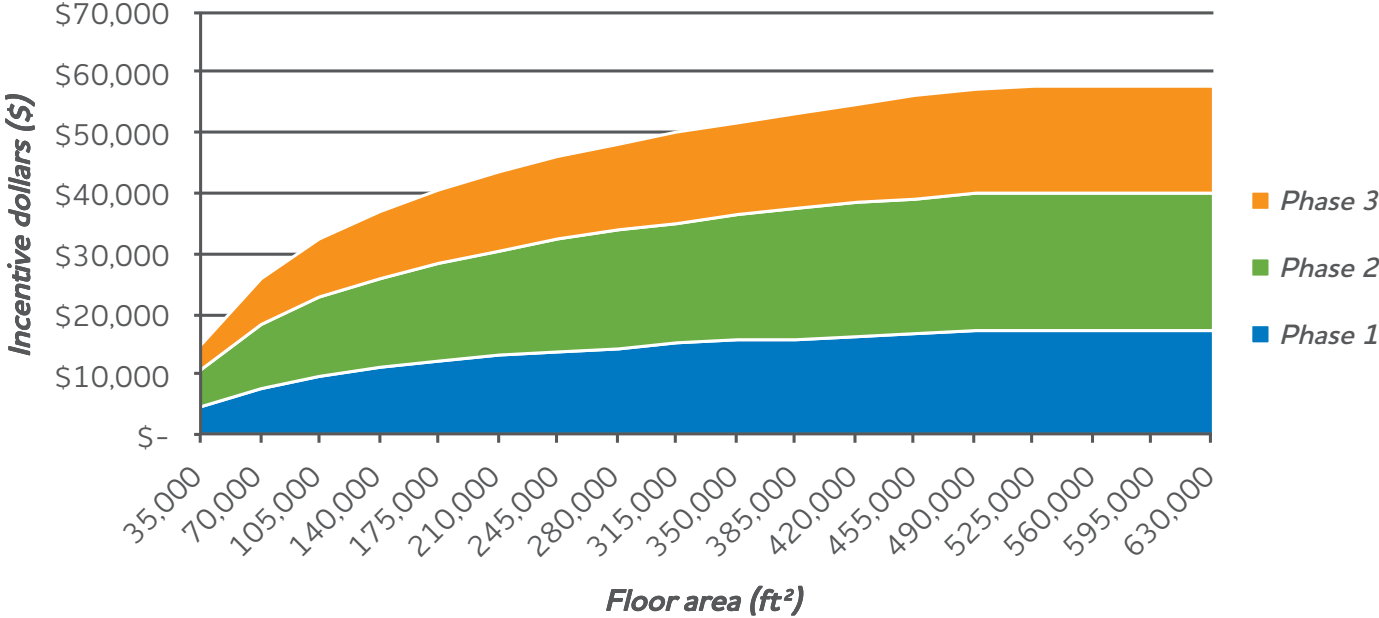
PHASE	TASKS	DELIVERABLES
<p style="text-align: center;"><b>Preliminary planning</b></p>	<ol style="list-style-type: none"> <li>1) The building owner completes and submits the opportunities questionnaire found at <a href="http://efficiencyMB.ca/ebop">efficiencyMB.ca/ebop</a>.</li> <li>2) Efficiency Manitoba meets with the building owner to:               <ol style="list-style-type: none"> <li>a. review the questionnaire and conduct an orientation meeting;</li> <li>b. review building operations and tour the building.</li> </ol> </li> <li>3) The building owner shares requested building information and an outline of current facility requirements with Efficiency Manitoba.</li> <li>4) Upon successful review, Efficiency Manitoba approves the building for the program and provides the building owner with an EBOP application and agreement to complete. Upon acceptance of the terms and conditions by the building owner, the building is accepted in to the program.</li> <li>5) The building owner hires a professional building consultant, who will support and provide program deliverables.</li> <li>6) The building owner selects the project team, with members who represent:               <ol style="list-style-type: none"> <li>a. building operations;</li> <li>b. company energy manager (if applicable);</li> <li>c. building automation trend management and programming (if applicable).</li> </ol> </li> <li>7) The building owner allocates the program budget, including:               <ol style="list-style-type: none"> <li>a. minimum 40 hours of building operations staff time;</li> <li>b. minimum 40 hours of building automation service technician time, or other similar specialty system.</li> </ol> </li> </ol>	<p><b>Building owner:</b></p> <ul style="list-style-type: none"> <li>Opportunities questionnaire</li> <li>Current facility requirements outline</li> <li>Application and agreement</li> </ul> <p><b>Efficiency Manitoba:</b></p> <ul style="list-style-type: none"> <li>Program approval</li> </ul>
<p style="text-align: center;"><b>Phase 1: Opportunities investigation</b></p>	<ol style="list-style-type: none"> <li>1) The professional building consultant leads this phase to:               <ol style="list-style-type: none"> <li>a. organize a project kickoff meeting to plan the project and review the current facility requirements;</li> <li>b. research the building's components and the needs of its occupants;</li> <li>c. compile a list of energy saving opportunities;</li> <li>d. prepare for trend data collection to establish benchmarks and support for opportunities under consideration;</li> <li>e. complete an opportunities report to help the project team decide which opportunities should be followed up on;</li> <li>f. hold a meeting with the project team and Efficiency Manitoba to decide which preliminary energy conservation measures to investigate further.</li> </ol> </li> <li>2) Efficiency Manitoba will release the Phase 1 incentive when the required deliverables for this phase are finalized.</li> </ol>	<p><b>Professional building consultant:</b></p> <ul style="list-style-type: none"> <li>Revised current facility requirements</li> <li>Opportunities report</li> </ul> <p><b>Efficiency Manitoba:</b></p> <ul style="list-style-type: none"> <li>Phase 1 incentive</li> </ul>



PHASE	TASKS	DELIVERABLES
<p><b>Phase 2:</b> Measures investigation</p>	<ol style="list-style-type: none"> <li>1) The professional building consultant continues to:               <ol style="list-style-type: none"> <li>a. collect benchmark and trend data for preliminary energy conservation measures;</li> <li>b. prepare and provide to the project team and Efficiency Manitoba: a measures report including complete project plans, simple payback values, and training plans for all preliminary energy conservation measures, along with a system manual for the building.</li> </ol> </li> <li>2) The professional building consultant meets with the project team and Efficiency Manitoba to review each preliminary measure in the measures report and finalizes a list of selected energy conservation measures.</li> <li>3) Efficiency Manitoba will release the Phase 2 incentive when the required deliverables for this phase are finalized.</li> </ol>	<p><b>Professional building consultant:</b></p> <p>Measures report</p> <p><b>Efficiency Manitoba:</b></p> <p>Phase 2 incentive</p>
<p><b>Phase 3:</b> Implementation and validation</p>	<ol style="list-style-type: none"> <li>1) The building owner implements the selected energy conservation measures using internal or external resources.</li> <li>2) When all selected measures are implemented, the professional building consultant:               <ol style="list-style-type: none"> <li>a. validates the success of the installation and projected energy performance of each measure;</li> <li>b. develops the first ongoing efficiency report using trend data and other means identified in the measures report;</li> <li>c. organizes training on the measures for the building owner and operators;</li> <li>d. prepares the implementation and validation report and provides it to the project team and Efficiency Manitoba;</li> <li>e. includes documentation from this phase as a supplement in the system manual;</li> <li>f. holds a meeting with the project team and Efficiency Manitoba to finalize this phase and address any outstanding issues.</li> </ol> </li> <li>3) Efficiency Manitoba will release the Phase 3 incentive when the required deliverables for this phase are finalized.</li> </ol>	<p><b>Professional building consultant:</b></p> <p>Implementation and validation report</p> <p>First ongoing efficiency report</p> <p>System manual supplement</p> <p><b>Building owner:</b></p> <p>Program completion questionnaire</p> <p><b>Efficiency Manitoba:</b></p> <p>Phase 3 incentive</p>
<p><b>Phase 4:</b> Ongoing efficiency</p>	<ol style="list-style-type: none"> <li>1) The professional building consultant resolves any remaining issues with the project.</li> <li>2) The building owner provides ongoing efficiency reports at agreed upon intervals for 36 months after the measures have been implemented.</li> <li>3) As part of regular building maintenance, the building owner and operators continue to introduce and implement measures to improve building performance and energy efficiency.</li> </ol>	<p><b>Building owner:</b></p> <p>Ongoing efficiency reports</p>



# EBOP INCENTIVE DOLLARS STACKED BY PROJECT PHASE VS. FLOOR AREA



## Incentives

Financial incentives cover approximately half of the professional building consultant's fees.

Incentive amounts are calculated from occupied and heated floor area of your building for each of the three phases. The graph shows the incentives for each of the three phases, stacked up to approximate total incentive dollars, based on floor area.

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**FOR MORE INFORMATION ON THIS  
PROGRAM AND OTHER EFFICIENCY  
MANITOBA OFFERS, PLEASE VISIT:**

**[efficiencyMB.ca](http://efficiencyMB.ca)**

or contact us at:

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