



• August 15-18, 2010 • Dallas, Texas •  
• Dallas Convention Center •



Building Audits  
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# Requirements for an Effective Audit

- Expectations
- Scope
- Participants
- Support
- Utility Rates
- Savings Calculations
- Final Product

# Expectations

- Define what you expect from the audit
  - How Deep?
  - Walk through, general, investment grade
- What information do you want
  - What do you want to do with the final product
- Cover the basics
- What payback is acceptable
  - Combined or listed by ECM

# Scope

- Define the breadth of the audit
  - How Wide?
- What technologies or systems must be reviewed
- What technologies are not acceptable
- What are the restrictions

# Participants

- Identify the “team”
- Technical, administrative, contracting, financial, final approver, and the contractor
- Involved and committed
- Involve all participants in initial meetings
- Ground rules

# Support

- Technical
  - Blueprints, history, past renovations, planned projects
- Administrative
  - Site access, security, badging, keys
- Data
  - Utility data, facility operating hours, # of occupants, etc.

# Utility Rates

- Access to data
- Analyze the utility bills
- Escalation rate
  - Natural gas???
- Must understand and use each specific rate
- Can't use average cost for calculations

# Savings Calculations

- Avoid double counting
- Determine if non-energy savings are acceptable
  - What are they

# Final Product

- Receive a product that meets your needs and contains actionable projects