

Fort Worth Better Buildings Assessment Program

Introduction

The Better Buildings Challenge is a national leadership initiative from the Department of Energy calling on public and private sector partners to make substantial commitments to energy and water efficiency in order to improve their buildings, save money, and increase competitiveness. The goal of the Fort Worth Better Buildings Challenge (Fort Worth BBC) is to reduce energy consumption by at least 20% and water consumption by an agreed upon level in participating buildings across Fort Worth by 2020. Partners will advocate for energy and water efficiency, develop innovative partnerships and approaches, and share successful models for others to follow. The Fort Worth BBC audit program is a critical step in the process to ensure opportunities for reduction are identified.

Procedure *(Dates will be assigned each semester)*

1. FWBBC Partner Requests an Audit
2. Partner Submits Pre-Audit Form and Uploads Utility Data to Portfolio Manager
3. Pre-Audit Form and Data are Verified by City Staff
4. Students attend a short introduction to auditing class
5. Partner is assigned an auditor and student team
6. City Facilitates Auditor/Student Intro
7. Auditor and Student Review Pre-Audit Form and Follow up with any Additional Request
8. Auditor Schedules audit with partner
9. Student Completes audit form at the Auditors Supervision
10. Student Prepares Presentation
11. Auditor and student review Presentation and Report
12. Student presents final report to Audit Committee
13. Student presents findings to Partner and Audit Sub-Committee

Expectations

The expectations for each role involved in the Fort Worth Better Buildings Audit process are listed below.

Student

- Request pre-audit form and utility data from the Audit Committee.
- Coordinate follow up questions and walk through time with Fort Worth BBC Partner
- Complete walk through audit form on site walk through with professional
- Prepare Final report and presentation
- Deliver final report and presentation to Fort Worth Better Buildings Partner

Auditor

- Assist the Student with pre-audit questions
- Attend facility walk through to identify conservation opportunities
- Answer questions while the report is being compiled
- Verify credibility of the audit report
- Attend audit presentation

Audit Committee

- Provide oversight to the audit process
- Ensure audit teams and following procedure in a timely manner
- Ensure credibility of audit reports
- Follow up with Fort Worth BBC Partner to track implementation of suggested opportunities