

Energy Project Manager

An Energy Project Manager is a co-funded staff resource at your facility to develop and manage energy projects.

Establish an annual energy-savings goal and receive Energy Project Manager co-funding proportionate to that goal (subject to caps).

Who is eligible?

Rocky Mountain Power business customers in Wyoming receiving electric service on a general service rate schedule. Eligible rate schedules: 25, 28, 33, 40, 46, 48T, 54, 58, 210, 212 and 213.

What commitments are required?

- Commit to an annual goal of completing energy projects resulting in at least 1,000,000 kilowatt-hours per year in energy savings

How much is the Energy Project Manager co-funding?

- Annual co-funding is \$0.025 per kWh/year of energy savings results achieved
- Co-funding cannot exceed the Energy Project Manager's total fully loaded salary
- Projects must receive incentives or bill credits from our energy efficiency programs for the savings to qualify toward the energy-savings goal

How is the Energy Project Manager co-funding paid?

Payment No.	Payment Amount	Milestone
<p>1</p> <p>Initial payment</p>	<p>1/3 of funding amount* (not to exceed \$25,000)</p>	<ol style="list-style-type: none"> 1. You select an Energy Project Manager 2. Energy Project Manager prepares a Comprehensive Plan 3. We approve the Comprehensive Plan 4. We receive your signed Energy Project Manager Agreement
<p>2</p> <p>Final payment</p>	<p>Lesser of</p> <ul style="list-style-type: none"> • \$0.025 per kWh of energy savings achieved less previous payments • Final approved Energy Project Manager annual cost less previous payments 	<p>End of performance period as defined in the Energy Project Manager agreement</p>

*Funding amount is based on the lesser of (a) \$0.025 per kWh or (b) the total annual cost of the Energy Project Manager (salary plus overhead).

- ▶ Initial payment is based on the energy savings goal and the estimated annual cost of the Energy Project Manager defined in the Comprehensive Plan.
- ▶ Final payment is based on energy savings results as documented by us for projects completed during the performance period and the estimated annual cost of the Energy Project Manager defined in the Comprehensive Plan.

Steps

1. You select an Energy Project Manager.
2. We meet to discuss the Comprehensive Plan development. Energy Project Manager prepares a Comprehensive Plan for energy projects that will be completed during the term of the agreement. Studies we've provided as part of our programs can be referenced to develop the plan.
3. We approve the Comprehensive Plan.
4. Together we sign an Energy Project Manager agreement and provide the initial co-funding payment.
5. Energy Project Manager develops and manages projects.
6. Energy Project Manager provides a "Mid-Point" update of progress toward the Comprehensive Plan goals.
7. We review the final results with Energy Project Manager and issue payment based on documented results.**

Co-funding is for a defined period (typically 12 months) and is contingent on achieving annual energy-savings goals included in the agreement between the customer and Rocky Mountain Power.

The availability of this offer will be posted on the Wyoming efficiency programs and incentives section of **rockymountainpower.net**. There you will also find the current offer and more detail such as the co-funding agreement, Comprehensive Plan template and current co-funding amounts (including minimums, maximums and overall availability).

** Customer has obligation to refund any overpayment based on documented results.

To get started or for more information

- Contact your account manager
- Inquire online at **rockymountainpower.net/inquiry**
- Email energy.expert@pacificorp.com, or
- Call our energy services hotline at 800-222-4335



Let's turn the answers on.

Frequently Asked Questions – Energy Project Manager

Who selects the Energy Project Manager? You do.

- The Energy Project Manager serves as the primary contact for the implementation of energy efficiency projects.
- The Energy Project Manager is an employee or direct contractor of the customer and not an employee or contractor of Rocky Mountain Power.
- The Energy Project Manager is always a specific person and is not a pool of labor without an individual in the role. It is entirely the customer's choice regarding the compensation paid to the Energy Project Manager. Documentation of pay and overhead costs is required as part of the co-funding agreement.
- You choose who is assigned to the Energy Project Manager role. The intent of the co-funding is to help support a position best suited to moving electric energy efficiency projects through your organization. Determining the full scope of the Energy Project Manager duties is the responsibility of the customer, but Energy Project Manager co-funding is solely attributable to the electrical energy efficiency work.
- The Energy Project Manager should be familiar with, electric energy efficiency and must have experience working in your type of business. The Energy Project Manager will manage electrical energy efficiency projects that deliver on your energy-savings goal. These savings must be verified through one of the Rocky Mountain Power energy efficiency programs (e.g. Energy FinAnswer®, FinAnswer® Express or Self-Direction Credit).

Who sets the energy savings goal? You do, with a comprehensive energy efficiency project plan.

What must be included in the Comprehensive Plan?

- Projected annual energy savings (at least 1,000,000 kWh)
- Name of the Energy Project Manager and total annual salary, including benefits, (excluding bonuses and future raises)
- Itemized summary of planned electrical energy efficiency projects that will comprise the energy savings, including estimates of the energy savings, cost savings and implementation costs
- Schedule for project funding, implementation and completion

What if energy savings goal is missed? If savings targets are not achieved, the final Energy Project Manager co-funding payment is based on documented results. You may have an obligation to repay any overpayments of initial funding based on the final results.

What is the term of the Energy Project Manager agreement? The initial term is one year.

What documentation is needed for the Energy Project Manager Annual Cost? Provide a letter from management of your human resources or accounting department stating the base annual salary and an appropriate overhead percentage. These costs are subject to approval by Rocky Mountain Power.

Can I include more than one facility in my Comprehensive Plan? Can my Energy Project Manager be responsible for more than one of my locations? Yes and yes.

What if my Energy Project Manager leaves or otherwise needs to be replaced? You may replace the Energy Project Manager; however, you must inform us in writing, within 30 days of replacement, and the replacement Energy Project Manager must meet the requirements of our agreement.



Let's turn the answers on.