

RCx Provider Scope of Work Summary Table

Phase/Tasks		Deliverable	Program Incentive
RCx Investigation	Conduct a Kick-off meeting with the Owner, key building staff, primary service contractors, the Program Representative, and if applicable the SCE account representative.	--	Up to \$0.10 per square foot
	Gather data to define the Owner's Operating Requirements.	--	
	Throughout the RCx investigation, track activities in the <i>Findings Workbook</i> and report progress to the Program.	<i>Findings Workbook</i> updated	
	Conduct the RCx investigation and analysis, including: in-depth site assessment; identification of deficiencies and measures for improvement; data collection to baseline performance; energy and demand savings calculations; and implementation cost estimates. Submit the <i>Master List of Findings</i> , including all supporting calculations and data, for program review and approval.	<i>Master List of Findings</i> (included in <i>Findings Workbook</i>)	
	Schedule a meeting with the Owner and Program Representative to present the <i>Master List of Findings</i> and assist with selecting measures for implementation.	--	
	In the <i>RCx Investigation Report</i> , provide recommendations for how to implement the selected measures and assist the Owner by obtaining hard costs for implementation. Submit for program review and approval.	<i>RCx Investigation Report</i>	
Implementation Assistance	Prepare detailed scopes of work and specifications for selected measures.		N/A; Negotiate with Owner
	Prepare detailed control schematics and sequences of operation.		
	Provide one-on-one direct assistance to controls contractors to optimize measure performance.		
	If owner's in-house staff implement measures, provide technical assistance to ensure implementation adequately reflects the intent of the original RCxP recommendations.		
	Provide turn-key contracting services to owner to implement measures.		
Implementation Verification	Review contractor bids for implementing measures. Answer questions that arise during implementation and provide clarification or advice on measures being implemented.	--	Up to \$0.02 per square foot
	Report on the progress of each measure through implementation submitting updates of the <i>Findings Workbook</i> .	<i>Findings Workbook</i> updated	
	If needed, attend an implementation progress meeting with the Owner and Program Representative to discuss implementation actions taken to date and resolve any issues that have arisen.	--	
	Verify completion of each measure and update the <i>Findings Workbook</i> with final savings and costs. Submit the <i>Implementation Summary Table</i> and verification data for program review and approval.	<i>Implementation Summary Table</i>	
Follow-Up	Develop the <i>RCx Final Report</i> for the implemented measures. Submit for program review and approval.	<i>RCx Final Report</i>	
	Provide training for key building operations staff on the implemented measures and project documentation.	<i>Training Completion Form</i>	