

Bristol Town Administrator

From: Richard Butz <butzra042@gmail.com>
Sent: Thursday, July 6, 2023 11:45 AM
To: Bristol Town Administrator; ianalbinson+sb
Cc: Carl Engvall; mshropshire
Subject: Fwd: MERP Assessment Applications NOW AVAILABLE
Attachments: MERP Assessment Grant Application Guide_Final.pdf

Good morning Valerie and Ian, Maddison Shropshire just sent out this announcement, and I have downloaded the tutorial and taken a look at the BGS webpage with the application. I'm willing to work on this if you authorize me to do so, though I think several of us should fill out the application once I pencil in relevant information and talk with Maddie. I'm also willing to be the contact person but think Coco and Merideth should represent the library and town hall buildings for any site visits.

If you clear me to start gathering material I'll talk to Sharon about building plans, etc.

Richard

----- Forwarded message -----

From: Maddison Shropshire <mshropshire@acrpc.org>
Date: Thu, Jul 6, 2023 at 11:06 AM
Subject: MERP Assessment Applications NOW AVAILABLE
To:

Hi Folks,

BGS is now accepting applications for Building Energy Resilience Assessments. Assessments will recommend energy efficiency and resilience improvements in municipal buildings, such as weatherization, thermal envelope improvements, HVAC upgrades, and are a necessary step in the process of applying for the MERP Implementation Grants of up to \$500,000. Visit the MERP program [webpage](#) to learn more and apply. I also highly recommend that you review the application guidance attached. Applications will be accepted on a rolling basis until January 15, 2024.

I have included additional information below but will be following up with each town individually in the next two days. In addition, the majority of the upcoming regional energy committee meeting (7/17 @ 5pm, [Meeting Link](#)) will be dedicated to MERP Assessment application support. Finally, you are welcome to make a meeting with me to discuss this application by phone or by using this link: [Click Here](#).

Best,
Maddi

--

More information: [MERP Assessment Application](#)

The building(s) must be owned by the municipality to be eligible to receive an assessment. Perpetually leased buildings will be considered on a case-by-case basis. Cities, towns, fire districts, and incorporated villages may request assessments for multiple buildings in priority order in their application. MERP offers two types: Level 1 (streamlined) and Level 2 (comprehensive). Applicants can mix and match which assessment type they would like for each individual building in their application, and both types will qualify the municipality to apply for a MERP Implementation Grant (coming later this year). Please review the information document on our website comparing the assessment types.

As a reminder, those who are planning to apply for LEVEL 1 assessments are not required to provide any supporting documentation beyond the application form itself. If you have any materials from the list below on hand, please indicate as such on your application.

Those applying for LEVEL 2 assessments should have at minimum: 1-3 yrs of utility data for each building. Data should include fuel, propane, natural gas, and electric depending on the building and electric data should be monthly. We understand that fuel is often delivered much less often and just needs a complete record. It is preferred if you can provide 3-5 yrs of utility data but it will not disqualify you if this isn't possible. Other *highly encouraged* documents on each Level 2 building include:

- Electrical use and demand history AND Fuel use: All utility bills over the last 3-5 years if possible 12 months at a minimum (the more data provided, the more useful the report will be)
- Building mechanical and electrical plans: Part of the building's architectural drawings
- Lighting schedules: May be part of the building's architectural drawings. Alternative reporting would be the number of lights in the building and their approximate use (duration on and frequency)
- Sequences of operations: For heating, ventilation, and air conditioning (HVAC) systems,
- Building control system points list: The inputs and outputs of the building management system (e.g., how a thermostat (input) controls the building's heating system (output) to be in line with the set room temperature (variable))
- Building maintenance programs: documented policies for the maintenance of building system components
- Plans related to the broader facility: These documents are needed for the battery storage/electric vehicle (EV) charging evaluation component of the assessment.

Maddison Shropshire

Energy Planner

Addison County Regional Planning Commission

mshropshire@acrpc.org

802.388.3141 (ext 7)

Schedule a meeting with me: [Click Here](#)



Municipal Energy Resilience Program (MERP)

Building Energy Resilience Assessments

Assessments are free to municipalities who qualify. These assessments will be provided in coordination with The Vermont Department of Buildings and General Services and your local Regional Planning Commission

Which assessment is right for my community?

Level 1 Assessments: Time Required Approximately 0.5-1.5 hours

Level 1 provides a phased scope of work, estimated costs, timeline for the recommended improvements designed to reduce operations & maintenance costs, enhance comfort and reduce energy intensity.

These may include improvements to the thermal envelope, HVAC systems, and fuel-switching to renewable heating systems. Additional analysis and recommendations for siting of renewables, EV charging and battery storage feasibility are also provided. All recommendations include an estimate of equipment lifecycle costs and consumption data.

Pros

- Shorter duration
- No documents required

Cons

- No blower door testing
- Not applicable for future loans

Level 2 Assessments: Time Required Approximately 4 hours

ASHRAE Level 2 Investment Grade Energy Audits cover all items in a Level 1 assessment in addition to providing blower door testing to measure air leaks. During this test, which can take an hour or more to complete, contractors will close all exterior windows and doors require that traffic in an out of the building be restricted in order to get an

accurate reading. This audit requires the town to provide 5 years of monthly electrical and heating fuel use information, building architectural, mechanical, and electrical drawings.

Pros

- Enhanced savings calculations
- Blower door test included
- Applicable for loans

Cons

- Longer duration
- Additional documentation required

Covered municipalities may apply for either assessment. Both are free and will qualify for a MERP implementation grant. Consult with your RPC or technical support provider for assistance in selecting the right assessment for your municipality!

Visit bgs.vermont.gov/municipal-energy-resilience-program or scan the QR code for more information!

