



## **Energy Compliance File setup & discovery Input Fee:** (\$350.00 Non-refundable)

### **Includes the following:**

- Start building file in Compliance Software.
- Verify building orientation is correct on plans with mapping application.
- Verify site weather data & climate zone based on address on client plans.
- Check and verify architectural title sheet for occupancy type & calculations.
- Generate prescriptive envelope criteria and map location specific to climate zone, forward to client for coordination.
- Web map search for existing site conditions.
- Verify all building & mechanical & electrical info is included on the client drawings & documents.
- Create list if any missing info on plans, & forward to client.
- Verify if any local municipal codes exist that are more stringent than the state codes and communicate findings that may affect the project to the client.

## **Compliance Software File Input Fees:** (\$ amount Varies based on # of spaces / systems & zones)

### **Includes the following:**

#### **“Abbreviated list”**



### **Building Plant input (Central Heat / Chiller / Pump):**

- Enter water heating / hydronic system.
- Enter specific mechanical system data based on plans.
- Enter system type (new/exist). (if existing will need archive /survey info)



### **System Input: (space):**

- Enter system(HVAC) Equipment.
- Building Mech System input (Per Space).
- Enter mechanical equipment tag for zone.
- Enter HVAC equipment specs.



### **Building Thermal Zone Input:**

- Enter building (space) status (new/exist/add/alt).
- Enter building (space) type & number of floors.
- Enter envelope & lighting occupancy type.



### **Building Room:**

- Enter room area.
- Enter occupancy type.
- Enter number of occupants.
- Enter air changes.
- Enter building wall areas & type.





- Enter Door type / area.
- Enter building window area & type.
- Enter building roof area, type & slope.
  - Enter skylight area.
  - Verify required daylight & skylit area.
  - Verify solar ready area.
- Enter floor area & type.
- Enter Lighting type and wattage.

**Covered Process Fees:** (\$ amount Varies based on # of spaces / systems & zones)

**Includes the following: (Each Category)  
“Abbreviated list”**

**Covered Processes Compliance Forms Input:**

- 10.2 - Enclosed Parking Garages
- 10.3 - Commercial Kitchens
- 10.4 - Computer Rooms
- 10-5 - Commercial Refrigeration
- 10.6 - Refrigerated Warehouses
- 10.7- Laboratory Exhaust
- 10.8 - Compressed Air Systems
- 10-9 - Process Boilers
- 10.10 - Elevator Lighting and Ventilation Controls
- 10.11 - Escalators and Moving Walkways Speed Controls
- 10.11 - Escalators and Moving Walkways Speed Controls
- 10.12 - Controlled Environment Horticulture
- 10-13 - Steam Traps

There are many steps to completing the covered process forms, so they are not listed in detail in order to avoid lengthy & complicated input criteria and code references.

Finalizing the reports includes exporting to tif files and importing to blank Cad background, or with title block included.

The above represents an abbreviated overview list of step-by-step tasks that would apply to each project and while there will be some variations in the scope of work, the file setup process and the file information input process is standard.

It is important that all the information is included on the clients plans, and is either listed in schedules or notes, this will facilitate clear precise compliance reports and the plans examiner will be able to verify that what is listed on the reports is also reflected on the plans.

It is my hope that the above high-level list provides a clear understanding as to the fee schedule and what is included for each category.

Sincerely,  
**Mechanical + Energy**  
Commercial Code Compliance

**Pete N. Kalambakas, CEA**