

Scoping Audit Details

Updated December 2018

About the Scoping Audit

Idaho Power covers the cost of conducting energy scoping audits to encourage its larger customers to adopt energy-saving improvements. Additional details can be found at idahopower.com/energyaudits.

Current Scoping Auditors

Company Name	Contact	Email	City, ST
Cascade Energy	John Christiansen	john.christiansen@cascadenergy.com	Meridian, ID
Energy350	Chris Smith	chris@energy350.com	Portland, OR
Kilowatt Engineering	Sunny Devnani	devnani@kw-engineering.com	Boise, ID
Musgrove Engineering	Charles Paulin	charlesp@musgrovepa.com	Boise, ID
Nexant	Lonny Peet	lpeet@nexant.com	Portland, OR

Participant Process

1. Download the scoping audit application from idahopower.com/energyaudits.
2. Fill out the scoping audit application and submit it to customprojects@idahopower.com.
3. Idaho Power will determine which scoping auditor will best meet customer needs and will request a proposal based on the nature of the work.
4. A program engineer reviews the application and if approved, a written approval will be sent to the participant and selected auditor, which initiates the scoping auditor to begin coordination with the participant.
5. Historical project and energy use information will be provided to the scoping auditor to aid the analysis.
6. A scoping auditor coordinates and completes work with the participant and provides a report to customprojects@idahopower.com for review within 90 days of approval.
7. After report approval, the report is provided to the customer, and the scoping auditor's invoice can be submitted to Idaho Power.

If there is interest in moving forward with any of the measures identified in the audit, contact your energy advisor or program engineer to submit a pre-approval application. Visit idahopower.com/business for more information.

Scoping Auditor General Scope of Work

Once approved, the energy audit shall include the following components:

- Schedule the customer site visit.
- Notify the Idaho Power contact of the audit schedule.
- Identify the current status of any customer plans for equipment purchase, vendors under consideration, vendor bids, plans for new construction/expansion and/or other changes, etc.
- Identify the customer's schedule requirements budget cycle, equipment lead-time issues, construction schedules, planned plant shutdowns, etc.
- Identify what the customer needs to get an energy efficiency measure (EEM)-approved and implemented (i.e., financial criteria, maximum budget, etc.).

Preliminary Energy Use Baseline

Estimate the baseline energy use for all existing major electric equipment related to facility operation (i.e., refrigeration, air compressors, lighting, motors, etc.) based on historical use provided to you by Idaho Power as the project budget allows.

EEMs

- Clearly and concisely describe preliminary EEMs and EEM alternatives, and describe the source of the energy savings.
- Identify the customer's business reasons (i.e., maintenance, energy efficiency, safety, end-of-life, production increase) for wanting a scoping audit at the facility.
- If necessary, create a brief sketch to illustrate the current system. This sketch may include distances, controls, piping and instrumentation diagrams P&ID, process flow, and any other pertinent information that affects the current or future function of the system.
- Make a preliminary assessment of the potential project costs and energy and cost savings for the EEMs to help Idaho Power and the customer determine if further analysis is warranted.
- Include a description of your calculation methodology and indicate that the baseline and EEMs are preliminary and may be refined in an Idaho Power-sponsored detailed audit. Include a description of how costs were estimated. If costs were determined from vendor bids, include them with the report. Include a preliminary incentive estimate when possible, and note the estimate is not an incentive offer.
- An executive summary will be included in the report that provides a summary table of measures showing the description, current kilowatt-hours (kWh) per year, proposed kWh per year, kWh per year savings, cost estimate, potential Idaho Power incentive, simple payback before incentive, and simple payback after incentive.
- If variable-frequency drive applications are recommended, Idaho Power's Rule K should be referenced in the report for IEEE 519 harmonics compliance. Refer to idahopower.com/RuleK.

Other Notes

Since most electricians and lighting companies are providing free lighting retrofit quotes, minimal focus should be included in the scoping audit with respect to this area. General recommendations, like retrofitting to LEDs is encouraged; however, a detailed analysis shall not be performed unless specifically requested by Idaho Power.