

Energy Efficiency Checklist: 7 steps to save energy

✓ **Benchmark your building.** Complete!

- **Upgrade lighting.** If every lightbulb in your building hasn't already been converted to LED with occupancy and daylight sensors, then you're missing out on big energy savings!
 - Return: 1-3 year payback, usually on the shorter side of that range.
 - Cost: Xcel Energy rebates are available for a wide range of lighting projects and applications. For limited-time offers, visit the Xcel [Lighting Efficiency webpage](#).

- **Tune-up your building (recommissioning).** Improve the efficiency of your current building operations by tuning up existing systems to run as efficiently as possible, through identification and implementation of low- or no-cost improvements. 16% energy savings realized on average.
 - Return: Payback ranges from 0.2-2.2 years, with an average of 1.3 years. Typical recommended measures include Equipment Scheduling, Optimizing Airside Economizer, Demand Control Ventilation, Temperature Reset Strategies, and more.
 - Cost: Xcel Energy will pay up to 75% of the cost of a Recommissioning study, not to exceed \$25,000. Rebates can then cover up to 60 percent of implementation cost. To get started, visit the Xcel [Recommissioning webpage](#).

- **Train Staff and Educate Occupants.** Improve the efficiency of your building operations by educating those who live and work within it. Knowing when systems, lights etc. should be on/off is an easy way to ensure optimal energy performance. The EPA also provides guidelines on how to find and eliminate energy waste in your building, [Learn more](#).
 - Return: Payback ranges from 0-1 year. Typical recommended measures include lighting strategies, building operation schedule, plug load operation, and more.
 - Cost: Cost is minimal, mainly a time investment.

□ **Upgrade other systems.** If you're looking to do even more, below are additional improvements and estimated payback ranges:

3 – 15 Year Payback	15 + Year Payback
<ul style="list-style-type: none"> □ Controls upgrades <ul style="list-style-type: none"> ○ Variable Frequency Drives on motors ○ Upgrade Pneumatic to Electronic (DDC) controls □ HVAC System Upgrades <ul style="list-style-type: none"> ○ High Efficiency Boiler, Chiller/AC, Air Handling Unit replacement ○ High-Efficiency Motors and drives ○ Optimized Motor Sizing ○ Heat Pumps 	<ul style="list-style-type: none"> □ Windows □ Insulation □ Ground Source Heat Pumps (Geothermal) □ Cool Roofs / Vegetated Roofs

- **Get an energy audit.** An energy audit will give you a detailed personalized report on energy conservation opportunities, cost, savings, payback period, and available Xcel Energy rebates.
 - ASHRAE Level 1 Audit – Start here if you’re looking for personalized first steps on how to improve your building’s energy efficiency. Less precise than a level 2 audit.
 - Cost: Xcel Energy offers [onsite energy audits](#). Participants are responsible for paying a small fee per audit based on building size. ***If your building is under 50,000 square feet, Xcel is currently offering free level 1 Audits.*** To get started, call the Xcel Energy Business Solutions Center at 855-839-8862. Click [here](#) for a sample report.
 - Apartments and Condos: Xcel's Multifamily Building Efficiency program includes an energy assessment and free direct installation of energy-saving products. To get started, download the [Participation Form](#) or call **855.451.4467**.
 - ASHRAE Level 2 Audit – detailed, precise analysis of your building. If you plan on making significant improvements, this is for you!
 - Cost: ~\$0.20 per square foot, less for larger buildings. Choose your own provider.

- **Consider financing options.**
 - PACE is a voluntary program that provides financing, up to a 20 year term, that is repaid through a special assessment on the property. The lien automatically transfers to the new owner when the property is sold (like a sewer tax). PACE financing requires no down payment, provides immediate positive cash flow from energy cost savings, and increases building asset value. Major capital improvements like HVAC upgrades and/or window replacement can be financed. [copace.com](#)

For more information, visit the Resource Center at www.denvergov.org/EnergizeDenver

Or, for advice on how to get started, call our Benchmarking Help Center 8am-5pm: 1-844-536-4528 or EnergizeDenver@denvergov.org