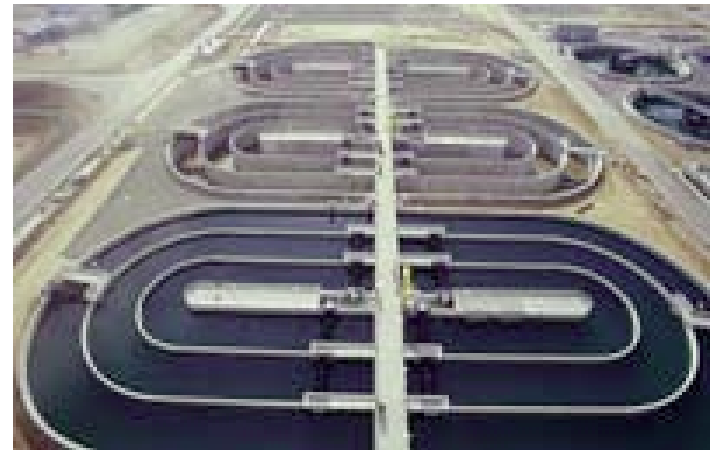# PLAN
Setting Priorities

What should we work on first?

Where Do You Start?

Low hanging fruit?

Projects with rebates?

Low cost projects?

What the GM wants?

What customer wants?

Analyze Your Data

Activity	Operation or Location	Type of Energy Used	Current Use and Costs
Heating, Ventilation, and Air Conditioning (HVAC)	Operations Building (Heating)	Natural Gas	• 150 MMBTU/year • $1,500/year
	Operations Building (Cooling, Ventilation)	Electricity	• 10,000 kWh/year • $1,000/year
Lighting	Operations Building	Electricity	• 24,000 kWh/year (4 kWh/ft², 6,000 ft²) • $2,400/year
Vehicle Use	Service Trucks	Diesel Fuel	• 1,000 gallons/year • $2,500/year
Equipment			
Pump #1	Treatment Building	Electricity	• 400,000 kWh/year • $40,000/year
Pump #2	Treatment Building	Electricity	• 480,000 kWh/year • $48,000/year
Pump #3	Treatment Building	Electricity	• 280,000 kWh/year • $28,000/year
Pump #4	Treatment Building	Electricity	• 160,000 kWh/year • $16,000/year

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Set Your Ranking Criteria

- Feasibility

- Costs to implement

- Rate of return, return on investment

- Regulated activity

- Availability of funding

- Other?

Sample Matrix Ranking

You determine these criteria

ACTIVITY	Reg	Impact	Toxic	Easy	ROI	Cost	Total

Key: 5 = high   3 = moderate   1 = low   0 = N/A

Priority Ranking Worksheet Example

| Activity	Operation or Location	Type of Energy	Current Costs	Ranking Criteria to Set Priorities (Examples only)							
				Current/ Projected Costs 1= L 3= M 5= H	Feasibility of Energy Efficiency Projects 1= not feasible 3= feasible 5= Very feasible	Feasibility of Alternative, Renewable sources? 1= L 3= M 5= H	Costs to implement 1= H 3= M 5= L	Availability of Funding 1=Capital funds required 3=potential or not known 5=Funding options available	Rate of Return on Investment 1= More than ___ years 3= ___ years 5= Less than ___ years	Regulated? 0=No 3=Yes 5=Yes and compliance issues exist	Total Score
Heating, Ventilation, and Air Conditioning											
	Operations Building (Heating)	Natural Gas	$1,500/year	1	3	1	3	1	1	0	10
	Operations Building (Cooling, Ventilation)	Electricity	$1,000/year	1	3	1	3	1	1	0	10
Lighting											
	Operations Building	Electricity	$3,000/yr	1	5	1	1	5	5	0	18
Vehicle Use											
	Service Trucks	Diesel Fuel	$2,500/yr	1	5	1	3	1	1	3	15
	Service Trucks	Diesel Fuel	$2,500/yr	1	1	5	3	3	1	3	17
Equipment											
	Pump #1	Electricity	$40,000/yr	5	3	1	3	1	3	3	19
	Pump #2	Electricity	$48,000/yr	5	3	1	3	1	1	3	17

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Ranking Worksheet

SAMPLE ENERGY PRIORITY RANKING TABLE (Guidebook, page 40)

Activity	Current/ Projected Costs	Feasibility of Energy Efficiency Projects	Costs to implement	Availability of Funding	Rate of Return on Investment	Environmental Benefit	Regulated?	Total Score
Ranking Criteria to Set Priorities								
	1= Low 3= Medium 5= High	1= not feasible 3= feasible 5= Very feasible	1= High 3= Medium 5= Low	1=Capital $ req'd 3=not known 5=$$ available	1= >5 years 3= 4 years 5= <3 years	1=none 3=some 5=sig. benefit	0=No 3=Yes 5=Yes / issues exist	
Heating, Ventilation and Air Conditioning								
heating - new boilers	3	5	1	1	2	4	0	16
air conditioning - install new	3	3	1	1	1	3	0	12
weatherstripping, caulking	1	5	5	5	5	3	0	24
								0
Lighting								
Replace lighting to T-5								0
Replace incand w/CFL								0
Install 6 skylights								0
								0
Pumps								
Replace pump #1								0
Retrofit pump #2								0
								0
Vehicles								
Replace 3 trucks w/hybrid trucks								0
								0
								0
Renewable Energy								
Install solar panels								0
								0
Other								
								0
								0

Priority Ranking Steps

1. Decide on criteria
2. Decide on ranking system and values
3. Complete the ranking
4. Review the numerical rank order and "reality test"
5. Select as many top-ranked items as you are able to handle
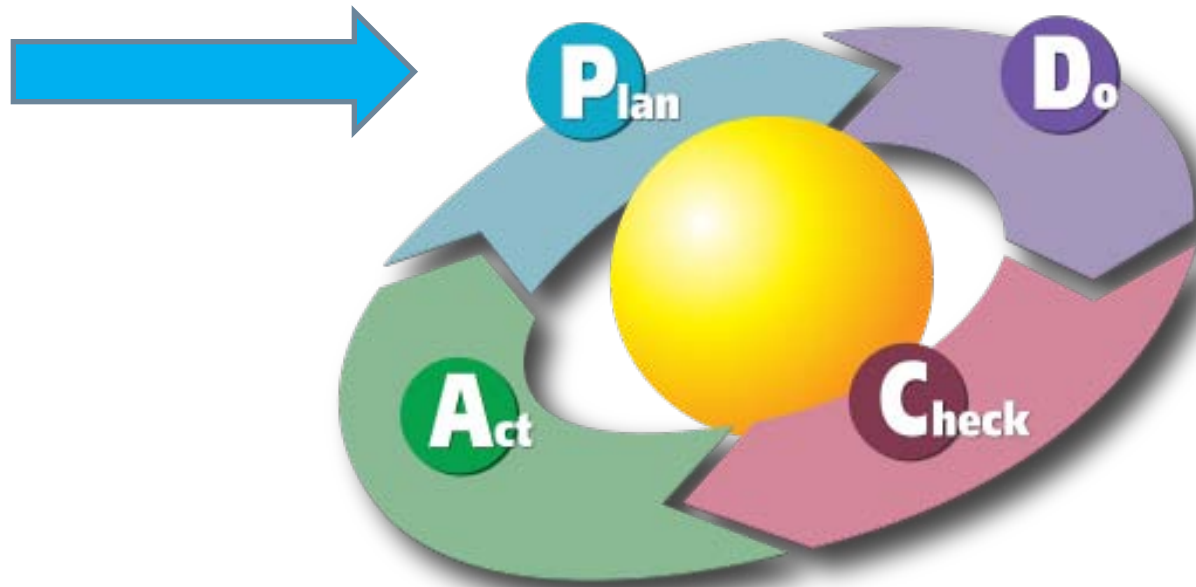
It is not enough to do your best; you must know what to do and then do your best.
-- W. Edwards Deming

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