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AN EXELON COMPANY | Energy Efficiency

Monitoring-Based Commissioning Participant Manual

January 1, 2025 through December 31, 2025

With rising costs and growing competition, owning and operating a business is more challenging than ever. Implementing low cost improvements to your facility can reduce energy costs while improving occupant comfort and productivity.

The ComEd Energy Efficiency Program Monitoring-Based Commissioning ("MBCx") offering provides a fully-funded engineering study that analyzes major energy-using building systems and recommends low-cost operational improvements, or energy conservation measures ("ECMs"). Where feasible, opportunities for both electric and natural gas savings are identified. Participants in MBCx will receive support from an approved engineering Energy Efficiency Service Provider ("Service Provider") that will utilize monitoring software to analyze building system performance for a period of 12 months or more. During that time, ECMs are continually identified and implemented.

An incentive of $0.04/kWh and $0.15/therm may be available to help offset the cost of ECM implementation, depending on project size.

This manual will guide you and stakeholders at your facility through the process. You will find details on project steps, parties involved at each phase and key deliverables.

Eligible Facilities Meet These Criteria	
☐	Peak demand greater than 100 kW.
☐	Annual energy usage greater than 3,000,000 kWh.
☐	No major problems requiring capital improvement projects and no planned system renovations.
☐	Greater than 150,000 square feet of air-conditioned floor space and/or greater than 500,000 square feet of total floor space.
☐	Existing and functional Building Automation System (BAS).
☐	Accessible and up-to-date building documentation and records.

Key Participant Responsibilities During the Process Include	
☐	Commitment to support the monitoring software integration, including provision of remote access to the engineering Service Provider.
☐	Payment of all costs associated with ECM implementation.
☐	Commitment to 12 months of MBCx services following successful monitoring software integration.

Key Participant Responsibilities During the Process Include	
☐	Active involvement, which includes: • Providing access to facility and BAS*/Information Technology (IT) staff • Service Provider interface time with facility staff • Meeting attendance to support project progress and review milestone deliverables • Management of the implementation team and timeline • Assistance with the collection and reporting of information pertaining to the study • Support during the evaluation process after verification phase, which may include a survey and additional measurement and verification

MBCx Process

Your project will follow five phases: Application, Integration, Monitoring and Identification, Implementation and Verification. The last three phases will repeat as new ECMs are identified to ensure savings are captured and quantified accurately over the duration of the project.

Application Phase (1 Week)

Submitted applications are reviewed by ComEd staff to determine acceptance into the MBCx offering.

Participant's Role: Work with your Service Provider to submit a signed application.

Integration Phase (8-12 Weeks)

Following acceptance, work begins to integrate the monitoring software to enable identification of ECMs.

Participant's Role: Become familiar with the MBCx offering and process, collaborate with your Service Provider and provide facility access.

	Event/Deliverable	Description	Timing
☐	Kick-off Meeting	Introductions to the MBCx offering, process and teams.	After project acceptance
☐	Monitoring Software Integration	Service Provider works with participant/IT to integrate monitoring software; tests functionality to meet requirements.	8-12 weeks
☐	Proof of Integration Checklist	Service Provider works with participant to complete proof of integration checklist confirming successful monitoring software integration.	1-2 weeks
☐	Integration Review Meeting	Service Provider reviews the monitoring software interface with the participant.	

Monitoring and Identification Phase (4-8 Weeks)

Existing facility operations and equipment will be evaluated for energy-saving opportunities using the integrated monitoring software.

Participant's Role: Work with the Service Provider to complete site assessments, and identify and select ECMs for implementation.

* ComEd Energy Efficiency Program does not fund costs associated with acquiring data from the BAS using an outside controls contractor.

	Event/Deliverable	Description	Timing
☐	Monitoring and Identification	Service Provider works with participant to monitor facility for ECMs over the 12-month contract period.	Ongoing
☐	Assessment Performed	Service Provider gathers additional information, as needed, to complement equipment-level data.	2-4 weeks
☐	Monthly Conference Calls	Service Provider works with participant to: • Identify and review ECM opportunities • Estimate potential energy savings from ECM implementation	

Implementation Phase (6-8 Weeks)

You and your contractors implement the selected ECMs. Technical support from your Service Provider ensures ECMs are installed correctly and any needed adjustments are made during the installation.

Participant's Role: Manage project contractors to complete installations as recommended and continue to implement ECMs to meet or exceed the project savings target(s).

	Event/Deliverable	Description	Timing
☐	Implement ECMs	• Select and manage the implementation team • Direct implementation team's efforts to complete selected ECMs	6-8 weeks
☐	Monthly Conference Calls	Joint status updates and project support.	
☐	Technical Support from Service Provider	Seek support from Service Provider for technical assistance.	
☐	ECM Installation Completion	Report the completion date and final cost for each ECM.	

Verification Phase (6-10 Weeks)

The Service Provider evaluates facility energy usage and revisits the site to verify ECMs were properly installed.

Participant's Role: Support Service Provider requests for data acquisition, facility access and invoices to assemble Verification Report. Attend Verification meeting to review final results.

	Event/Deliverable	Description	Timing
☐	Verification Assessment Performed	Service Provider revisits site to verify the following through testing and monitoring: • Proper ECM installation • New control strategy implementation • Repair completion	4-8 weeks

	Event/Deliverable	Description	Timing
☐	Review Verification Report	Review and prepare notes for upcoming meeting.	1-2 weeks
☐	Verification Meeting	Joint meeting to discuss results and feedback.	
☐	Attend BOC Training (Optional)	It is recommended that at least one staff member complete the BOC Level I or II training program to ensure measure persistence.	Within 12 months

In addition to this service, the northern Illinois utilities have a wide range of services and incentives to help you improve the efficiency of your facility and your bottom line. Contact your utility programs to learn about what is available for your facility.

ComEd Energy Efficiency Program
ComEd.com/BizIncentives
855-433-2700

Peoples Gas Natural Gas Savings Program
PeoplesGasDelivery.com
855-849-8928

energySMART, a Nicor Gas Program
apply.nicorgasrebates.com
877-886-4239

North Shore Gas Natural Gas Savings Program
NorthShoreGasDelivery.com
855-849-8928

Key Terms

Term	Description
Building Operator Certification (BOC)	Elevates the profession of the building operator through training in energy efficiency and smart building technologies, continued education, and certification.
Energy Conservation Measure (ECM)	Used to describe any type of project conducted or technology implemented to reduce the consumption of energy in a building.
ECM Form	Summarizes the cost, energy savings, and economic impacts associated with each ECM. This document will be utilized throughout the entire process to communicate verified ECM information.
Energy Savings Target	A mutually agreed upon electric and/or natural gas energy reduction goal.
Monitoring-Based Commissioning (MBCx)	MBCx is an expert analysis of your building's existing major energy-using systems that identifies no- and low-cost operational improvements by continually monitoring building performance over a period of 12 months.
Participant	A ComEd customer that is authorized to make changes or improvements to their facility and can commit funds to implementing identified ECMs.
Service Provider	Engineering consulting firms pre-qualified by the RCx offering to conduct comprehensive MBCx studies.
Verification Report	Summarizes final findings and impacts of the project.

Terms and conditions apply. Offers subject to change. Actual savings will vary by customer's energy usage and rate.
The ComEd Energy Efficiency Program is funded in compliance with state law.
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