

Administrative Order



Administrative Order No.: 11-1

Title: Energy Management Incentive Program and Energy Investment Fund

Ordered: 1/19/1982

Effective: 1/19/1982

AUTHORITY:

Section 4.02 Metropolitan Dade County Charter

POLICY:

The Comprehensive Energy Management Program (CEMP) was established in 1977 to promote efficient use of energy resources in Metro-Dade County. In order to implement the Energy Management Program each County department will submit to the Office of Management and Budget annual energy consumption objectives which will be considered during the department's annual budget review. Any savings which are derived from monitoring and compliance with energy objectives can, subject to budgetary limitations, be used in the following manner:

1. Up to 50 percent of the planned energy unit and cost savings achieved under the department's specified energy objectives in each fiscal year may be returned to the department to be used at the department's discretion for non-recurring expenses.
2. Up to 50 percent of the Energy Savings not utilized by the Departments may be placed in a revolving Energy Investment Fund to be used for energy retrofitting of County facilities.

PROCEDURE:

Each department's annual energy consumption and costs will be reviewed by the Office of Management and Budget. the Office of Management and Budget will analyze the department's energy conservation objectives and planned yearly savings. At the end of each fiscal year, in situations where a true savings has been clearly identified, the department has the option of:

1. Submitting proposals for funds to be used for non-recurring expenses to the Office of Management and Budget for review and approval.
2. Submitting a request for use of Energy Investment Funds. Based on anticipated

savings and paybacks of energy retrofit projects, a department can receive advances from the funds set aside in a revolving Energy Investment Fund. the Department shall reimburse the Energy Investment Fund from the energy savings achieved. Administration of the investment fund will be conducted through a committee appointed by the County Manager which includes but is not limited to the following:

- Office of Energy Management, as Chair
- General Services Administration
- Metro-Dade Police
- Parks and Recreation
- Office of Management and Budget
- Capital Improvements

The objectives of the Energy Investment Committee will be to:

- a. Establish an application and review procedure for departments to receive Energy Investment Funds.
- b. Determine Countywide energy capital improvement opportunities, potential paybacks and their priority.
- c. Establish a payback schedule procedure and monitoring process for assuring expedient, timely, and reasonable return on investments.

This Administrative Order is hereby submitted to the Board of County Commissioners of Dade County, Florida.

M.R. Stierheim
County Manager