



**PARTICIPATION IN HIGH-PERFORMANCE BUILDING PROGRAM FOR
 OPERATIONS & MAINTENANCE OF EXISTING BUILDINGS
 (HPBP for O&M-EB)**

In accordance with §17-7-214 and §17-7-215 MCA, the Agency identified below has elected to participate in the voluntary high-performance building program for the operation and maintenance of existing buildings, as developed by the Department of Administration (Department) in collaboration with the Montana University System (MUS) and other state agencies.

The Agency agrees it is voluntarily participating in the program for FY(s) _____.

The Agency anticipates engaging in one or more of the following activities defined in the program (check all that apply):

- Staff participation in the development of HPBP for O&M – Existing Buildings (for FY2016 transfer)
- Facilities Condition Assessment and Facilities Condition Inventory (implementation and/or biennial updating)
- Operations & Maintenance and Facilities Improvements
- Utilize the State Building Energy Conservation Program
- Utilize an Energy Performance Contract
- Implement and Utilize a 3rd-Party O&M-EB Program
- Energy/Water Efficiency Measures (planning and/or implementation)
- Metering & Sub-metering of Energy/Water Systems
- Employee Energy and O&M Reduction Awareness or Incentive Efforts (planning and/or implementation)

The Agency agrees to provide such facilities information as requested by the Department for those buildings and activities identified above that are part of the program (e.g. # of buildings, square footage of each, utility usage data, related operations and maintenance expenses, estimated or actual savings in operations and maintenance, efficiency/conservation measures implemented, etc.).

The Department agrees to establish a State Special Revenue account for receipt of up to 75% of any remaining state-only fiscal year budgeted operating expenses for building maintenance. Funds in the account shall be used on Agency high-performance operations and maintenance and utility cost reduction projects or components of projects on the basis identified above and as agreed upon between the Agency and the Department.

The Agency understands that the transfer must occur after closure of the fiscal year but prior to August 15, must not exceed 75% of the ending balance of operating expenses for building maintenance, and must be state funds only. The Agency understands that it is solely responsible for compliance with the above.

 Agency By Date

Received:
**State of Montana Department of Administration,
 Architecture and Engineering Division**

 By Date