

Attachment 1 - *RARA Program*
Process

Vulnerable Buildings Assessment Project Update

ATTACHMENT 1 - RARA PROGRAM PROCESS

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Contents

1	RARA Program Overview	3
1.1	Introduction	3
1.2	Eligibility	3
1.3	Eligible Retrofits	4
1.4	RARA Program Process	4

1 RARA Program Overview

1.1 Introduction

The Rental Apartment Retrofit Accelerator (RARA) program is a building retrofit concierge service that provides support to rental building owners to navigate and participate in existing incentive programs to support the deployment of technologies that are energy efficient and lower greenhouse gas (GHG) emissions. Landlord BC in collaboration with FRESCo, administer the program. Funding is provided by BC Hydro, the province and federal funding through the Zero Emissions Innovation Centre (ZEIC) as part of the BC Retrofit Accelerator (BCRA).

As part of the program, qualified buildings can obtain:

- **Retrofit Coaching:** Retrofit coaching support throughout the project and assistance in identifying and accessing funding.
- **Energy Benchmarking:** Energy and emissions tracking through Energy Star Portfolio Manager, with initial setup support provided.
- **Opportunity Assessment:** An options study summary report of priority retrofit and energy efficiency opportunities, with estimated energy savings, project costs, and identification of applicable incentives, rebates, and tax credits/exemptions. Funding support of up to \$5,000 or 100% of the cost is provided.
 - The proposed City-funded cooling assessment will be carried out at this stage.
- **Feasibility Study:** A detailed engineering analysis and pre-design of electrical and mechanical aspects required for the selected retrofit interventions to provide a business case, including detailed costs, savings, and incentives. The study will also provide a general decarbonization plan for the building. Funding support of up to \$30,000 or 100% of the cost is provided.
- **Retrofit Implementation:** Retrofit implementation support from experienced professional engineers and project managers through the planning, design and implementation phases, with rebates provided to cover up to 50% (to a maximum of \$500,000) for the implementation.

1.2 Eligibility

Eligible buildings must be:

- Purpose built rental building;
- 3 storeys or more with central mechanical systems to provide heating and ventilation;

- Must have an active gas utility account and gas-fired mechanical equipment with interest in replacing with a low-carbon alternative or have an active electric utility account; and
- For rental properties, no tenants may be evicted or permanently displaced due to activities completed as part of the project.

1.3 Eligible Retrofits

Typical retrofit recommendations include:

- Space heating systems
- Domestic hot water systems
- Ventilation systems
- Load management technologies
- Complimentary retrofits like new windows, insulation, air sealing, lighting, lighting controls, electrical capacity upgrades, variable speed drives, and appliances

1.4 RARA Program Process

Given below is a pictorial representation of the general RARA program process from the perspective of an interested building owner. An addition is made to indicate where the City-funded cooling assessment would take place.

Application Process

- Interested building owners will register via the web-links provided in the communication packages
- Once registered, building owners will receive an application form to fill out for each building
- Once application forms have been assessed, building owners will be notified if they are accepted into the first stage of the program.

Retrofit Coaching

- An advisor will be allotted to familiarize the building owner with the program and provide the necessary coaching support throughout.

Energy Benchmarking

- The Program Administrator will assist in setting up and benchmarking (process of tracking a building's energy consumption over time using tools like ENERGY STAR Portfolio Manager) the building(s). Tracking building performance pre and post retrofit provides a time-based understanding of the impact of implemented retrofit opportunities.

Opportunity Assessment

- A high level assessment to identify and ascertain costs and savings for retrofit opportunities, which include mechanical and non-mechanical upgrades that lower GHG emissions and improve energy efficiency.
- The City-funded cooling pilot will be conducted alongside the opportunity assessment to widen the current scope to identify cooling opportunities.

Feasibility Study

- A detailed assessment of the selected retrofits (including cooling) to give building owners a comprehensive business case of decarbonization options, with respective costs, and benefits along with a high-level capital plan for equipment replacements as they reach end of life.

Retrofit Implementation

- Selected retrofits will be implemented by trusted contractors selected by the program administrators.
- Support is provided to access all available incentives, rebates and grants.
- Coaching is provided to ensure minimal tenant disruption and provide information on the retrofit's operations to tenants/building owner.