

New Construction Evaluation Plan

Market and Impact Evaluation

Final

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Modification No. 1

Evaluation in the Context of Covid-19

Since late 2019, the world began facing the Covid-19 pandemic. This pandemic has had and will have profound impacts on the world in general and New York specifically. As of November 2020, non-essential businesses in New York State (and elsewhere) have made dramatic shifts in how they do their business including requiring employees to work from home or ceasing operations altogether. Although the State has entered Phase 4 of reopening as part of NY Forward, social distancing is still recommended, and it is uncertain as to when or if people's lives and businesses will ever return to pre-Covid normal.

These changes will require the evaluation team to monitor the impacts of Covid-19 and adjust evaluation activities accordingly. It is uncertain how the pandemic will affect response rates for interviewees. The data collection plans herein take into account these considerations but are subject to change based on guidance from NYSDA and other stakeholders.

The Contractor will continue to monitor New York's response to Covid-19 and will monitor responses to all data collection activities. Contractors and partner organizations might be undergoing hardships due to the pandemic and be unable to respond to interview requests or surveys. The Contractor will reevaluate data collection activities if respondents provide pushback about the appropriateness of fielding a survey or if response rates are notably lower than expected.

The Contractor has conducted several primary research efforts since spring 2020, including surveys of nonparticipating residential and business customers in upstate New York as well as surveys with HVAC, lighting, mechanical designers, and other contractors. The response rates and customer engagement with surveys is still moderately strong. For the segments of the population more affected by Covid-19 (e.g., K-12 schools, health care facilities), the response to and engagement with surveys and interviews has slowed down. The Contractor will actively consider the Covid-19 challenges and potential impact on research by carefully selecting the outreach strategy for research and tailoring research scripts and instruments in consideration of customer challenges.

In light of the Covid-19 Pandemic, the Contractor must make adequate precautions to ensure completion of a methodologically sound evaluation while ensuring appropriate health and safety protocols are in place. Procedurally, Covid-19 precautions for impact evaluation comprise:

1. Minimizing or eliminating field data collection, replacing this with virtual assessments or other approaches.
2. Establishing safety procedures for on-site data collection.

The following table summarizes the risk mitigation strategies to be taken under the above two paradigms, with the advantages and disadvantages of each:

Risk Mitigation Strategy	Advantages	Disadvantages
Minimization of Field Data Collection		
■ Virtual Assessments. Virtual assessments comprise guided walkthroughs of the premise, with the appropriate facility contact assisting via use of the Stream application. Stream is browser-enabled, and allows for continuous video recording, snapshots, and notes taken via stylus by Contractor or facility contact staff.	■ This approach allows for reliably verification of key inputs (such as equipment nameplates, saturation of efficient lighting)	■ Contractor cannot verify key inputs pertaining to building envelope and HVAC improvements (such as air infiltration, duct leakage, or window Solar Heat Gain Coefficient). ■ May be more suitable for commercial facilities where contact may be knowledgeable about systems being examined.

Risk Mitigation Strategy	Advantages	Disadvantages
■ Model Desk Review. Under model desk reviews, Option D analyses are completed based on existing energy model documentation (such as HERS files developed in REM/Rate or Ekotrope).	■ This approach is the lowest-cost model-based approach as it removes all customer contact and data collection requirements.	■ This approach inherently has the greatest uncertainty as it does not allow for verification of key inputs. ■ When this approach is selected, Contractor's preference is to increase sample size to reduce uncertainties in M&V results.
■ Whole Program Billing Data Analysis. This approach omits analysis of building-specific performance and instead compares the billed use of program-incented projects to similar residences/facilities that have not received incentives that are otherwise (to the extent knowable) similar in building type, weather zone, and use.	■ This approach provides a measurable energy impact compared to a counterfactual of naturally occurring adoption, and a below-average cost as it does not include field data collection.	■ Energy impacts are compared against naturally occurring adoption, and not prevailing energy code (thus are inherently net impacts rather than gross). ■ Model estimates will state "what" but not "why"; shortfalls in energy savings compared to expected values will in many cases not be readily explainable.
Establishing Safety Procedures for Field Data Collection		
■ Application of guidelines from the Center for Disease Control and New York State Department of Health to ensure safety for Contractor staff and NYSERDA customers. The Contractor will perform a risk assessment regarding the health and safety situation in New York prior to conducting site visits. The Contractor will follow strict safety protocols, including but not limited to face masks, tight fitting gloves, and appropriate social distancing. Should equipment need to be touched, it will be sanitized before and after our team has touched the equipment. The Contractor recognizes that health considerations surrounding the COVID-19 pandemic is a very fluid situation. The best way to deal with a fluid situation is with a strong yet flexible approach to problem solving.	■ Contractor will ensure best-in-class field data collection in support of this evaluation.	■ Risk can be mitigated but not negated entirely. ■ Risk is higher in residential rather than commercial facilities, due to higher occupancy per square foot. ■ If applied unevenly, there is a risk that results will be biased. An assessment based solely on risk profile of a given site may result in better rigor on results in single family new construction, as density and associated risk are traditionally higher in multifamily settings.

The Contractor recognizes that health considerations surrounding the Covid-19 pandemic is a very fluid situation. The best way to deal with a fluid situation is with a strong yet flexible approach to problem solving. For this effort, the Contractor offers extreme flexibility to adjust and readjust audit scopes to best fit this evolving situation.

Program/Initiative Background

This Evaluation Plan includes tasks related to the investment plans listed below. Specific portions of the investment plan are highlighted in this section. Full investment plans are available on the NYSERDA website. For a visual representation of the strategy, please see the logic model on the last page of the investment plans.

New Construction – Market Rate¹

New Construction – LMI²

Resource Acquisition Transition Chapter³

The New Construction program has included funding for Commercial,⁴ Low-rise Residential,⁵ Multifamily,⁶ the Buildings of Excellence Competition,⁷ Net Zero Portfolio Support,⁸ and Support Services.⁹ For the most up-to-date information on the initiative's progress, please refer to the CEF quarterly report.¹⁰

The New Construction program is currently shifting priorities. Future programmatic efforts will be aimed at focusing on incentivizing planning stages and all-electric projects, compared to their previous work.

Roles of Project Team

The Contractor team ("Contractor") includes DNV Energy Insights USA, Inc. (DNV) and Research & Marketing Strategies, Inc. (RMS).

DNV, "the Contractor," was selected as the top ranked firm and shall execute this evaluation plan in consultation with NYSERDA and in accordance with the Market and Impact tasks identified within this plan.

DNV will serve as the prime contractor for this scope of work, leading the market and impact tasks and assessments of indirect impacts.

RMS will implement or support all nonparticipant surveys with direction and support from DNV. RMS is a full-service market research firm headquartered in Baldwinsville, near Syracuse, New York.

Note that ADM Associates, Inc. (ADM) was originally part of this task work order. In this revised plan, ADM has been removed and replaced with RMS.

¹ [CEF New Construction Chapter](#)

² [CEF Low-to-Moderate Income Chapter](#)

³ [CEF Resource Acquisition Chapter](#)

⁴ [PON 3609](#)

⁵ [PON 3717](#)

⁶ [PON 3716](#)

⁷ [RFP 3928](#)

⁸ [PON 3843](#)

⁹ [PON 3771](#)

¹⁰ [Clean Energy Fund Performance Reports](#)

A NYSERDA Project Manager (NYSERDA) will serve as the main point of contact for this evaluation, serving in a project management role, and shall assist the selected contractor in developing and implementing this evaluation plan.

Testable Hypotheses

Testable hypotheses are listed in the Theory of Change section of the attached investment plans.

As part of this study, the Contractor will work with NYSERDA to ensure indicators and data collection processes align with the initiative's hypotheses testing. Deliverables include a methodology memo to test hypotheses which includes a summary of how the progress of indicators supports the initiative's hypotheses testing. Please see Task 1, below, (*Project Kick-off and Evaluation Plan Finalization*) and Task 5 (*Develop Primary Data Collection Instruments*) on how the Contractor will integrate hypothesis testing into the study.

Goals Prior to Exit

Goals prior to exit are listed in the Theory of Change section of the attached investment plans.

Anticipated Impacts

Direct and indirect impacts expected from this initiative are included in the Progress and Performance Metrics section of the investment plans. Direct impacts are defined as those impacts expected from pilots/projects directly funded by NYSERDA, either immediate or lagged. Indirect impacts are defined as market effects that are expected to accrue over the longer term from follow-on market activity that results from NYSERDA's investments. Indirect impacts across NYSERDA initiatives may not be additive due to multiple initiatives operating within the same market sectors. This evaluation will measure both direct and indirect impacts.

For projects that include renewable measures potentially supported through other NYSERDA programs, NYSERDA will develop approaches to identify these measures, where feasible, and to represent them in the evaluation for the corresponding program (e.g., NY-Sun). This evaluation will not claim savings from renewable projects, with the exception of the Net Zero Energy for Economic Development program, nor review renewable measure installations completed leveraging funds from other NYSERDA programs. However, renewable measure installations will be assessed to determine if they lead to zero net energy consumption in a building and if the installation is occurring without aid from other NYSERDA programs.

Initiative Schedule and Budget

The annual budget allocation for this initiative is listed in the Budget & Expenditures section of the attached investment plans.

EM&V Approach

The evaluation objectives and main research topics are listed in the table below. These are preliminary topics of evaluation and the Proposer, as edits to this bid, should expand or refine these objective and questions based on experience and expertise with these types of initiatives and market actors.

Table 1: Evaluation Objectives and Main Research Questions

Objective	Evaluation Questions	Data Sources & Analytic Methods
Calculate the percentage of trained building professionals (Architects, Engineers, Code Officials, etc.) knowledgeable about clean energy Integrated Designs.	Has the market participant taken part in a NYSERDA training offered as part of the New Construction initiative?; If no, why not?; If yes, have they used their training on real live projects; and how? If so, what percentage of their projects is influenced by the training? Does the market participant have an adequate knowledge of the subject? What are the remaining knowledge gaps in the industry?	Participating and non-participating Architects, Engineers, and building developers via a self-reporting phone interview or web survey
Determine the incremental cost of building an advanced clean energy building (this would include all buildings which qualify for program participation: ENERGY STAR Homes to Passive House to Net Zero Energy performance) over a standard building ¹¹	Did the NZE project(s) utilize integrated design?; If not, why not? What is the average cost of building a Net Zero Energy project utilizing integrated design?; What is the average cost of technology solutions selected to develop NZE projects?; What is the average total cost of building a standard construction project?; (note that this cost information will likely not be highly specific in either web or phone surveys) What is the average difference in time it takes to design an advanced clean	Participating and non-participating building developers via a self-reporting phone interview or web survey

¹¹ A standard building will be defined in this initiative as a construction project built to meet the current year's applicable minimum code requirements.

	energy building over a standard building?; What is the average difference in time it takes to review an advanced clean energy building over a standard building? What are the incremental costs of different solution sets?	
Determine the percent of new construction projects in the NYS market utilizing integrated design and construction practice outside of the program	What is the total number of new construction projects in NY, by sector (residential, commercial, or multifamily)?; How many new construction projects are utilizing integrated design and construction practices to produce Net Zero Energy buildings?; How many new construction projects are utilizing integrated design and construction practices to produce Net Zero Energy-capable buildings?	Participating and non-participating building developers via a self-reporting phone interview or web survey. Secondary data may also be used as a data source, especially in determining the denominator of this calculation.
Determine the percent of new construction projects in the NYS market that utilize model measure packages outside of NYSERDA programs	How many new construction projects are utilizing model measure packages outside of NYSERDA programs?	Participating and non-participating building developers via a self-reporting phone interview or web survey (Note that this may require collecting contract information of users that download measure packages for this follow-up).
Count the number of LMI RFPs that specify use of integrated design and construction practices	How many LMI Public Housing solicitations specify use of integrated design and construction practices and third-party QA/QC standards?	Program LMI Funding Agency outreach.

Determine the number of advanced clean energy buildings in NYS	How many advanced clean energy housing units are in NYS?; How many advanced clean energy commercial buildings are in NYS? In what sectors (office, education, etc.), are there more clean energy commercial buildings in NYS?	Secondary Data Analysis.
Determine the prevalence of integrated design practices, advanced clean energy equipment and construction practices in new construction specifications	What is the percent of all new construction specifications including Integrated design practices? What is the percent of all new construction specifications including advanced clean energy equipment and construction practices?	Participating construction project developers, architects and engineers, and code officials via a self-reporting phone interview or web survey.
Determine the main drivers of market actors' decision-making process and choices	What factors influence the inclusion of advanced clean energy measures in a project? Are customers able to find qualified vendors and products to meet the NZ design spec.? Do customers and vendors understand the difference between Net Zero Energy and Net Zero Carbon? If they are not building to NZ standard, why? Even if they are building to NZ performance, what do they find most challenging? What are they still looking for assistance support on or what are they looking to tackle next? Are customers ready to start tackling refrigerants and/or imbedded carbon issues?	Building owners, construction project developers, and architects and engineers via a self-reporting phone interview or web survey

Determine the existing challenges in the development process (including, but not limited to, 1). planning and construction and 2). working with clients and the trades on clean energy advanced buildings) for Architects and Engineers	What are the biggest challenges Architects and Engineers face during the development process?	Architects and engineers via a self-reporting phone interview or web survey
Determine what information could best inform code advancement (i.e., data needed to show that advanced buildings practices should be adopted into Code)	What information could best inform code advancement?	Code officials via a self-reporting phone interview or web survey
Determine the level of planning activity cities and communities are undertaking in pursuit carbon neutrality.	What, if any, planning efforts are communities engaging in to reduce greenhouse gas emissions or to achieve carbon neutrality? What actions are communities taking to move the community to carbon neutrality?	City Planners and municipal leaders via a self-reporting phone interview or web survey (Market Contractor)
Determine which challenges or barriers communities face in reducing greenhouse gas emissions and achieving carbon neutrality.	What are the biggest challenges communities face in reducing GHG emissions?	City Planners and municipal leaders via a self-reporting phone interview or web survey
Determine the level of involvement that Economic Development Agencies have in outreach activities that pursue net zero energy performance.	What, if any, outreach activities are Economic Development Agencies engaging in to pursue net zero energy performance? What level of awareness do Economic Development Agencies have of the benefits and costs of pursuing net zero energy performance? For what reasons do Economic Development Agencies choose not to promote NYSERDA program incentives for economic development projects? What are the biggest challenges for	Economic Development Agencies

	economic development projects in setting net zero energy or carbon neutrality goals?	
Evaluate verified gross energy impacts	What is the annualized evaluated gross energy savings based on electric (kWh) and fuel savings (MMBtu) at customer sites?	Energy modeling (IPMVP Option A or D) with inputs from survey data, secondary data, billing data, and operational data supplied by building control systems
Verified gross savings realization rate (VGS RR)	What is the ratio of the sum of evaluated savings divided by the sum of the program-reported savings?	

Evaluation Methodology

This evaluation effort will include market research and longitudinal market progress studies that identify and assess the theory of change and market progress associated with this specific intervention. This study will include baselining and monitoring key market indicators over time to inform program design and operation, quantification of outcomes and impacts due to the program, and program evolution and exit decisions.

In an attempt to capture broader impacts of this intervention, the market evaluation will assess program influence through theory-based evaluation. Specifically, the indicators associated with each of the identified outcomes will be tracked to then draw causal inferences about the influence of the program.

Surveys, either conducted as in-depth interviews, phone interviews, or web-based surveys, of key market actors will be used to establish baseline metrics for the identified market indicators. Where appropriate, multiple surveys or sources of data will inform the baseline metrics listed in Table 4 below.

In addition to the primary data collection activity, analysis of secondary data will be necessary to understand, for example but not limited to, how other public housing entities are operationalizing the use of integrated design and construction practices and third-party QA/QC practices into public housing solicitations. The secondary research will also inform the estimate(s) of incremental cost of building an advanced clean energy building.

The Contractor will conduct evaluation M&V for a sample of project sites, according to International Performance Measurement & Verification Protocol (IPMVP) method(s) most appropriate given the project scope. Evaluation M&V will validate program estimated savings. NYSERDA aims to implement an incremental sampling approach to this evaluation. Incremental sampling means taking independent samples from successive cohorts of participants in a program over time, to meet certain confidence/precision targets for the combined sample over several consecutive cohorts. An incremental sampling approach will allow for early results (from initial cohorts) that are able to be effectively leveraged to meet longer term evaluation goals (from the eventual combined sample over multiple cohorts). The incremental approach is described in greater detail in Task 4.

Each site participating in these programs may lend themselves to a different M&V method to help determine the evaluated energy savings. The Contractor will work with NYSERDA to determine the most effective M&V method per IPMVP protocol for each type of participant and program offer. Emissions reductions calculations are not included within the scope of this evaluation.

The Contractor understands that buildings built precisely to code are the appropriate baseline, and thus that the difference between the energy consumed by the participant building and a similar building built precisely to code represents the energy impact that NYSERDA is interested in validating.

The Contractor will use energy modeling (Option A or D) with a calibrated simulation developed for the as-built participant building and then modified to represent the built-precisely-to-code situation. Details are presented in *Methodology for Primary Data Collection*, below.

Where possible, the Contractor will provide estimated savings by major measure group and assess whether specific measure groups are more or less likely to achieve estimated savings. The Contractor understands that NYSERDA does not expect measure group savings estimates at a specific level of precision or confidence; however, the Contractor will identify the obtained precision estimates.

Some billing data may be used to calibrate energy models. Thus, the following three types of data may be required for analyses:

- Program data on measures installed in each building
- Utility consumption history
- Weather data (source to be decided in consultation with NYSERDA)

The Contractor will format evaluated impacts to be input into the NBI Getting to Zero Database.

Currently, the New Construction program has 28 completed commercial buildings projects, with another 165 committed of 285 expected through the complete plan. For the residential sector, the program has 6,391 dwelling units completed and an additional 21,754 committed of 31,918 units expected through the complete plan. For this reason, this evaluation should use a staggered approach, shifting focus between sectors as participant numbers change.

In addition to evaluation responsibilities, the Contractor will conduct a concurrent evaluation of portfolio projects part of the New Construction program. The Contractor understands there are currently 6 portfolio projects under contract and are much larger in scope than traditional New Construction projects, containing several buildings each. The concurrent evaluation will provide real time feedback on the plans produced by these portfolio projects to find inefficiencies, inaccuracies, and areas of potential improvement in future plans, as well as verify estimated savings in original plans.

The Contractor will keep NYSERDA informed throughout the data collection process and will provide an immediate notification if findings, interim or otherwise, are drastically different than originally anticipated.

The Contractor, collectively, is qualified in:

- Area 1: Market Evaluation
- Area 2: Impact Evaluation/Field Verification
- Area 3: Survey Data Collection

Timeframe for Long-Term Data Collection

The approach outlined in this evaluation plan includes baseline and follow-up measurements for the market evaluation and a phased incremental sampling approach for the impact evaluation. After the initial measurements, NYSERDA will decide whether to move forward with the Contractor to conduct the follow-up market assessments and additional phases of impact measurements. No assumption shall be made by the Contractor on implementing measurements beyond the market baseline and first phase of the impact evaluation without prior written approval from NYSERDA.

If approved by NYSERDA, the Contractor shall conduct additional research in 2022 and 2023 based on the data collection activities outlined above. A market baseline study will be completed for the indicators listed in this evaluation plan in 2021, comprehensive market baseline updates are planned for 2023. Incremental sampling phases of the impact evaluation are planned for 2021, 2022, and 2023. The table below outlines the data collection activities that will be conducted in each year.

Table 2: Data Collection Activities by Year

Data Collection Activity	2021	2022	2023
	Initial Market Baseline and Impact Phase 1	Impact Phase 2	Market Baseline Update and Impact Phase 3
Building Owner Surveys	✓		✓
Construction Project Developer Surveys	✓		✓
Architects and Engineers Surveys	✓		✓
Economic Development Agency Survey	✓		✓
Energy Modelers Surveys	✓		✓
Code Official Surveys	✓		✓
EDI Data Pulls	✓	✓	✓

Methodology for Primary Data Collection

Primary data collection will rely on social science methods including surveys, interviews, and sampling approaches to collect data on the current and evolving state of the market. The Contractor will develop and conduct surveys outlined in Table 3 to understand the benefits to New York State of demonstrating cost-effective construction techniques. NYSEDA will collaborate with the Contractor during the development of the survey instrument. The Contractor will also work with NYSEDA to conduct EDI requests to obtain utility billing histories for program participants to conduct billing analysis.

NYSEDA uses Qualtrics survey software and can provide the Contractor with the ability to use the software for this study, if needed. The Contractor uses and frequently programs web-based surveys in Qualtrics and will use its licensed Qualtrics software to implement surveys. RMS may use their survey software to implement nonparticipant surveys. Task 6 provides more details related to survey implementation methods.

NYSEDA will provide the Contractor with a data pull from Salesforce to assist in compiling a sample. Salesforce data includes information on program participants.

NYSEDA may provide contact information for a portion of the survey sample and may assist with introductions to improve the response rate. Task 4 (Sample Strategy) provides more details on the sampling strategy. Key customer data sources of interest are described below.

- Program records, including descriptions of projects/buildings, packaged measures, or design approach, as well as billing data and contact information.
- Program stakeholder contact information NYSEDA collected to date (The Contractor is aware that NYSEDA program staff has met with members of the design community, industry and government stakeholders, New York economic development agencies, and possibly other stakeholders).

- List of code officials/inspectors (ERS recently completed numerous interviews with code officials in New York for the NYSEDA's CEC Code Officials Training evaluation study and will leverage code official contact lists from that project).
- Data-Axle (formerly Infogroup) or Dunhill International (Dunhill) contact lists of architects, engineers, construction contractors, and builders/developers in New York.
- Data-Axle list of newly constructed residential homes
- Dodge data on multifamily and commercial new construction starts and major renovation bids (ERS is currently leveraging Dodge data in New Jersey and Massachusetts and can extend that subscription to New York. The Contractor knows how to scrub the Dodge data to identify new construction starts and collect available contacts for owners, developers, architects, engineers, and a variety of contractors associated with new construction and/or major renovation bids.)
- Primary Land Use Tax Lot Output (PLUTO) New York City (NYC) database (This database includes a list of all NYC buildings, along with the year built and name of the owner/property management firm. PLUTO was developed by the NYC Department of City Planning from NYC tax lot and financial data, making it the best source of building and lot data for NYC.)
- Tax assessor/lot data for the entire state of New York from the New York State Office of Real Property Tax Services (ORPS) Assessment Roll (ERS has this data in-house. This data include the year built of the residential and commercial building(s) on the property, and ERS has already partially matched this data to PLUTO, Infogroup, and a few other data sources. The Contractor will leverage this prior work for this study.)
- CoStar property level data (In the past, NYSEDA had a subscription to CoStar. If NYSEDA still pays for the subscription, the Contractor will leverage NYSEDA's subscription to gather additional building owner information of newly built commercial, mixed use, or multifamily buildings.)
- New Building Institute (NBI) database of zero energy commercial and multifamily buildings (Its database includes 28 zero energy buildings in New York, mostly in education, office, public assembly, and multifamily sectors.
- Passive House Database (This database includes 37 single family, multifamily, or mixed-use passive house/buildings in New York.)
- List of high-performing buildings in the 2019 New York Getting to Zero Status Report (This report includes an appendix with a location information of 132 zero energy, passive house, and high-performance buildings in New York.)
- If needed, Zillow (Zillow's search engine allows users to filter home sales by sale date and by year built. The Contractor can use Python to scrape the addresses associated with New York sales of single-family homes constructed between 2018 and 2021.) The Contractor understands that Zillow is not the best source for identifying newly constructed homes. Thus, the Contractor will rely on the tax lot data and DataAxle list of newly constructed home, and only use Zillow to supplement these sources of data if needed.

The primary impact evaluation approach is designed to reduce the uncertainty of the program savings is summarized as follows:

- **Determine the measures that have been proposed.** Inventory and digitize the proposed measures through file reviews with entry into a database. This will provide NYSEDA with an overview of the expected key contributors to program performance, facilitate customer surveys, and flag the renewable and storage measures. The Contractor will also identify discrepancies between the program recorded savings in tracking versus the savings estimates supported in the project files.

For residential, there is no electronic record of individual measures installed in the program tracking database nor documentation of measures in project files, measure determination must be made through an examination of the native simulation models provided by NYSERDA. The commercial and multi-family project files appear to include summary measure information in PDF form and a NYSERDA NCP Incentive Calculator for at least some of the projects.

The contractor will conduct a high-level engineering review of the estimates to identify areas of potential under or overreporting of savings and the portion of overall billing savings that will be attributed to renewable and storage and whether the files include a valid billing authorization. This dataset will be the basis of the surveys of customers to determine which measures have been installed and how they are operated more broadly.

- **Request billing release and verify the installation and overall operation of the measures at sampled sites.** Impact surveys or interviews with home or building owners or managers will be used to verify which measures were installed and, broadly, how they are operated. The team will also ask about COVID-19 pandemic impacts on the building occupancy and operation and whether and when the building has transitioned to normal operation (i.e., has reached the expected occupancy and use). This will be factored into a final savings adjustment to reflect 'normal' operation and hence expected long term savings. Questions on actual and modeled building performance have been included in the owner/developer and design professional market assessment surveys to capture an additional triangulation data point for the impact analysis.

Only those projects with sufficient project file information (including native building simulation files) will be targeted for surveys.

- **Estimate program impact.** The primary impact evaluation approach is based on billing data calibrated building models. The building as it exists today (current model) is modeled with the verified measures and calibrated to billing data (IMPVP D). The baseline is code and the baseline energy use is modeled by backing out the incented measures to the code equivalent state. The savings is the difference in usage between the current and baseline usage. To the extent supported by the data, site savings will be adjusted to account for a non-COVID state of operation, which might increase savings (for example for an office building which is unoccupied due to COVID-19 pandemic) or decrease savings (for a multifamily building with higher daytime occupancy due to COVID-19 pandemic). Modeling will be conducted using the native building simulation files used to estimate ex ante savings.

Site visits might be used for those commercial buildings with a substantial contribution to portfolio savings and uncertainty in measure performance.

As noted above, the Contractor will not conduct a billing analysis, NYSERDA will require the use of customer utility account numbers to collect energy use billing data. The Contractor further acknowledges that NYSERDA recognizes the importance of protecting the confidentiality of the consumer's data and will comply with the DPS guidance¹² for the proper collection and handling of customer energy consumption data for program evaluation purposes.

The Contractor will use energy modeling (Option A or D) with a calibrated simulation developed for the as-built participant building and then modified to represent the built-precisely-to-code situation. The

¹² Contracts of consultants qualified to conduct billing analysis under RFQL 4162 include a Data Security Memorandum of Understanding Addendum that required consultant signature.

difference in performance between the two models represents the gross savings. The specific methods and inputs used to generate models for specific buildings will vary depending on the types of information that are obtainable.

In some cases, billing data may be used to calibrate the as-built model. However, that may not be feasible in the evaluation of new commercial sector buildings. Many commercial buildings see a slow ramping of occupancy and use following their construction, which complicates the interpretation and use of any available billing history. This is true even in normal economic periods and is exacerbated by severe economic shocks (such as COVID-19) as they cause a reduction in the demand for commercial real estate.

The Contractor also suggests that on-site data logging may not be necessary in most cases. As discussed below, on-site monitoring is not needed for the residential analyses and often can be done using commercial participants' own on-site control systems. The Contractor suggests the following as the optimal modeling approach for each sector:

Residential. No monitoring is required. The Contractor will develop code compliance simulation models using the Ecotope or REM/Rate models developed to estimate tracking savings. However, the Contractor does propose to conduct a follow-up analysis of post-construction billing data of the new homes to compare the per-square-foot consumption predicted by the models against that which actually occurred. This may come closest to the idea of a billing analysis with a built-precisely-to-code counterfactual. To the extent that the impact sample overlaps with the sample for the market evaluation, this analysis can incorporate occupancy totals collected during the survey. This would allow for a more precise analysis as simulation tools use an assumed number of occupants per bedroom.

NYSERDA will provide the native modeling files used to estimate ex ante savings and these models will be the basis of the savings analysis.

Multifamily. Again, no monitoring will be required in most buildings. Monitoring may be applicable for multifamily buildings that have centralized systems. However, in other buildings, the variances in schedules and occupancy would necessitate sampling a large number of units within each building to capture end-use profiles through monitoring, which would be cost prohibitive. The key to these buildings is gathering an understanding of a building's occupancy and schedules. The Contractor therefore recommends using the native modeling files to estimate ex ante savings. As a fallback, prototypical models normalized on a per-square-foot basis will be used, using billing data (whether master meter or individual) to define building operation.

Commercial. Modern commercial facilities typically have integrated control systems (EMS/BMS), which allow for trending control points. For example, HVAC fan run-times, chiller power, chilled water loop flowrates, etc. The Contractor's first efforts will be to attempt to facilitate data collection through such systems as it is less costly and easier for site staff. Further, it does not require the Contractor staff to be present in person, and so it mitigates the risk of transmitting COVID-19. The necessity of end-use monitoring will vary significantly based on the complexity of the building and systems. A warehouse, for example, probably would not need any end-use monitoring, whereas a high-rise office could use end-use information on its HVAC systems.

The primary means of impact evaluation for the commercial sector will be a calibrated simulation using the native building simulation files used to estimate ex ante savings. As a fallback, prototypical models normalized on a per-square-foot basis with billing data.

Residential and unit-metered multifamily projects will thus be analyzed via IMPVP Option D. This will incorporate billing data where viable. On-site metering is not anticipated unless it is concluded in evaluation planning with NYSERDA that there is a compelling research interest in specific end-use

metering. No on-site metering does not mean no on-site data collection, however, as discussed below. On-sites are expected for about 10% of the medium and large commercial and multifamily properties.

Prior to modeling, the Contractor will conduct data cleaning of program data and billing data. Separate gas and electric models will be developed. All consumption data will be weather-normalized.

The Contractor will carry out on-site data collection on a sample of multifamily, and commercial projects – to provide inputs to the models.

In the multifamily and commercial strata, on-site observations may also include measure settings or operating parameters. Staff conducting on-site visits will take photos to document and support the on-site observations; photo filenames will include the measure, site ID, and date to assist in searching the photos.

To the extent possible, the Contractor will use the same samples for the impact evaluation and building owner surveys for the market evaluation research and will coordinate impact data collection with the building owner interviews.

Contractor staff will generate a data collection plan for each sampled project targeted for an onsite. The data collection plan template includes:

- Name of the applicable stratum;
- Category of data collection type;
- Lists of the parameters to be collected;
- Whether the data are static or time varying and the time interval if varying;
- Whether the data collection requires on-site visits;
- Whether the data are primary or secondary data;
- The required level of rigor level;
- The methods of data collection and/or documentation;
- The names and dates associated with data collection;
- Contract method, including name of contact;

Primary sampling unit: The project will be the primary sampling unit.

Upper level Stratification: At a minimum, the populations will be stratified by fuel type for all initiatives, market sector, and all-electric projects.

Lower level stratification: Additional post-stratification may be done for program information purposes such as size, location, program offer type, low-to-moderate income vs market rate, etc. For the commercial stratum, the Contractor proposes to further stratify by program-reported energy savings, as this will improve precision, allowing for smaller samples.

Confidence and Precision: The number of completed on-site evaluations are expected to meet a target of 10% precision level at 90% confidence at the program/initiative level, or can be projected to meet this confidence and precision using an incremental sampling methodology. 90/10 is required for upper level stratification, however it is not required for lower level stratification.

As the program is shifting focus towards all-electric projects, it is vital that these types of projects which are already completed be sampled adequately as part of this evaluation to provide useful feedback for program development.

Table 3: Overview of Primary Data Collection Activities

Research Approach	Target Group/ Population	Expected Start Date	Estimated Population Size	Estimated Sample Size	Expected Sampling Confidence & Precision	Sampling Method	Primary Sampling Unit	Stratification
Primarily web surveys with some phone surveys ^a	Residential single Family (SF) Participant Home-owners	Q2 2021	¹³ Residential SF: 3000 with 2477 completed	>= 67	90/10 per sector	Random	Building Owner	Construction Type, Building Type, If LMI or not, Type of participant
Primarily web surveys with some phone surveys ^a	Residential Multifamily (MF) Participant Building Owners	Q2 2021	MF: 400 with 141 completed	>= 58	90/10 per sector	Random	Building Owner	Construction Type, Building Type, If LMI or not, Type of participant
Phone interview and/or web survey ^b	Commercial Participant Building Owners	Q2 2021	Commercial : 149 with 24 completed	>= 47	90/10 per sector	Random	Building Owner	Construction Type, Building Type, If LMI or not, Type of participant
Primarily web surveys with some phone surveys ^a	Residential SF Non-Participant Home-owners	Q2 2021	Residential SF (New homes, built 2016-2021): Large	68	90/10	Random	Home-owner	Construction Type, Building Type
Primarily web surveys with some phone surveys ^a	Residential MF Non-Participant Building Owners	Q2 2021	MF/ Mixed Use (New Buildings or major Renovations in 2016-2021): Large	68	90/10	Random	Building Owner or Developer (if they own the bldg.)	Construction Type, Building Type, Market Rate/LMI

¹³ These numbers represent the estimated number of new projects for 2019 and 2020.

Research Approach	Target Group/ Population	Expected Start Date	Estimated Population Size	Estimated Sample Size	Expected Sampling Confidence & Precision	Sampling Method	Primary Sampling Unit	Stratification
Phone interview and/or web survey ^b	Commercial Non-Participant Building Owners	Q2 2021	Commercial (New Buildings or Major Renovations in 2016-2021): Large	68	90/10	Random	Building Owner or Developer (If they own the bldg.)	Construction Type, Building Type, Market Rate/LMI
Phone interview and/or web survey ^b	Non-Participant High-performing Building Owners ^c	Q2 2021	TBD	~30	85/15	Random	Home-owner or Building Owner	None (As many as the Contractor can interview within each sector)
Phone interview and/or web survey ^b	Participant Construction Project Developers	Q2 2021	~250	>= 54	90/10	Random	Construction Project Developer	Construction Type, Building Type
Phone interview and/or web survey ^b	Non-Participant Construction Project Developers	Q2 2021	3252 Builders & Design-Build Firms ¹²	>= 67	90/10	Random	Construction Project Developer	Construction Type, Building Type
Phone interview and/or web survey ^b	Participant Architects and Engineers	Q2 2021	TBD ¹⁴	TBD	90/10	TBD	Architect or Engineer	Construction Type, Building Type (Residential, Multifamily, Commercial)
Phone interview and/or web survey ^b	Non-participant Architects and Engineers	Q2 2021	18,000 ¹⁵ 2,776 Architects and Design-Build Firms ¹⁶	68 67	90/10	Random	Architect or Engineer	Construction Type, Building Type

¹⁴ Architects and Engineers are not consistently tracked by program for standard offer projects.

¹⁵ <https://www.ncarb.org/press/number-us-architects-2016>

¹⁶ <https://www.nyserda.ny.gov/-/media/Files/Publications/PPSER/Program-Evaluation/2016ContractorReports/Net-Zero-Low-Rise-Report.pdf>

Research Approach	Target Group/ Population	Expected Start Date	Estimated Population Size	Estimated Sample Size	Expected Sampling Confidence & Precision	Sampling Method	Primary Sampling Unit	Stratification
In-depth interviews	Participant Economic Development Agencies	Q2 2021	>= 10	>= 10	NA	Census	Economic Development Agency	Economic Development Region

Where possible each segment and response will be stratified by:

- Market rate vs LMI sectors
- Construction type (new building vs substantial renovation)
- Building type
 - Residential-Single Family: no substrata
 - Residential-Multifamily: 3 stories or less, and 4+ stories
 - Commercial: offices, hotels, retail, etc.
- Type of participant (Buildings of Excellence Competition Participant, Training Participant, etc.)
- Region/location of project/participant (if necessary)

The Contractor also suggests additional sample for high-performing buildings (net zero, passive house, LEED/above code) and project savings stratification (where appropriate, such as for commercial and multifamily samples) for impact purposes. Further details on the topics of interest among the various groups are described below.

Participant Building Owners:

The Contractor will conduct mixed-mode (email, mail-push-to-web, and/or phone) surveys with Building Owners participating in the Buildings of Excellence and Net Zero Energy for Economic Development Competitions or other components of the program. These interviews will include, but not be limited to, discussion of the awareness and knowledge of advanced clean energy buildings and design, current market penetration of projects utilizing integrated design and construction practices to achieve Net Zero Energy and Net Zero Energy-capable performance, building operation in comparison to modeled building performance, the incremental cost of building an advanced clean energy building, and the number of projects utilizing integrated design, construction practice, and model measure packages outside of NYSERDA programs.

Building Owners will also be surveyed to explore the decision-making process behind including advanced clean energy measures or not including them, selecting financing for clean energy building projects, assessing risks of and selecting mitigation strategies while implementing net zero elements into a building, how much construction is led by owners vs developers, and how energy code impacts their decisions. They will also be asked about the suite of high-performance measures installed at the building.

When needed, the Contractor will reach out to multiple contacts within the organization that owns the property to ensure the appropriate decision-maker(s) take the survey.

Details on the recruitment approach are provide in Task 6: Administer Data Collection Instruments, below.

Non-Participant Building Owners:

The Contractor will conduct mixed-mode (email, mail-push-to-web, and phone) surveys with Building Owners not participating in the program.

Survey topics will be similar to those covered during surveys with Participant Building Owners. They will also be asked about the suite of high-performance measures installed at the building.

Details on the recruitment approach are provided in Task 6: Administer Data Collection Instruments, below.

Participant Construction Project Developers:

The Contractor will conduct mixed-mode (email, mail-push-to-web, and telephone) surveys with Construction Project Developers participating in the Buildings of Excellence and Net Zero Energy for Economic Development competitions and also those associated with incentivized projects and with using NYSERDA tools and training. These interviews will include, but not be limited to, discussion of the incremental cost of building an advanced clean energy building, and the number of projects utilizing integrated design, construction practice, and model measure packages outside of NYSERDA programs.

These interviews may also include Process Evaluation questions to improve future solicitations for and iterations of the competition. At a minimum, the Process Evaluation questions will assess the Developer's level of satisfaction with the program and reasons for dissatisfaction.

Construction Project Developers will also be surveyed to explore the decision-making process behind pursuing advanced clean energy measures or not pursuing them, selecting financing for clean energy building projects, assessing risks of and selecting mitigation strategies while implementing net zero elements into a building, how much construction is led by owners vs developers, and how energy code impacts their decisions. They will also be asked about the installation rate of high-performance measures.

Details on the recruitment approach are provide in Task 6: Administer Data Collection Instruments, below.

Non-participant Construction Project Developers:

The Contractor will conduct mixed-mode (email, mail-push-to-web, and if needed telephone) surveys with Construction Project Developers not participating in NYSERDA new construction offerings. These interviews will include, but not be limited to, discussion of the number of projects utilizing integrated design, construction practice, and model measure packages, and the difference between predicted savings produced by modeling software and actual estimated savings calculations.

These interviews may also include questions related to why a Developer chose not to compete in the Buildings of Excellence and Net Zero Energy for Economic Development completions. If applicable, the interviews could also be used to follow up with Developers who were not selected in the Buildings of Excellence and Net Zero Energy for Economic Development competitions.

Construction Project Developers will also be surveyed to explore the decision-making process behind including advanced clean energy measures or not including them, selecting financing for clean energy building projects, assessing risks of and selecting mitigation strategies while implementing net zero elements into a building, how much construction is led by owners vs developers, and how energy code impacts their decisions. They will also be asked about the installation rate of high-performance measures.

Details on the recruitment approach are provide in Task 6: Administer Data Collection Instruments, below.

Participant Architects and Engineers:

The Contractor will perform mixed-mode (email, mail-push-to-web, and if needed telephone) interviews, whichever is determined to be the most effective at reaching the target segment, with Architects and Engineers participating in trainings, the Coaching program, the Buildings of Excellence and Net Zero Energy for Economic Development Competitions, and/or the online platform in 2021 and 2023. The Contractor will also speak with architects and engineers involved with new construction or major renovation projects for which NYSERDA provided an incentive and/or technical assistance in the past five years.

These interviews will include, but not be limited to, discussion of participation in NYSERDA's clean energy Integrated Design trainings, level of knowledge on clean energy integrated design, knowledge gaps or desired topics for additional learning, and satisfaction with and effectiveness of the online platform's ability to enable the submission of documentation for code review. The Contractor will also ask these contacts whether they have participated in any training offered by NYSERDA's partners (listing partners by name) to ensure that contacts recognize training and can answer any questions on the training in the survey.

Further, the Contractor shall explore how integrated design works in practice and what are the costs associated with integrating technologies and/or design choices that push buildings above code.

Architects and Engineers will also be surveyed to determine their pain points during the development process and to discuss the main drivers of their decision-making process (e.g. owners, costs, codes, etc.).

Details on the recruitment approach are provide in Task 6: Administer Data Collection Instruments, below.

Non-participant Architects and Engineers:

The Contractor will perform mixed-mode (email, mail-push-to-web, and if needed telephone) surveys, whichever is determined to be the most effective at reaching the target segment, with non-participant Architects and Engineers in 2021 and 2023. These interviews will include, but not be limited to, discussion of participation in clean energy Integrated Design trainings, level of knowledge on clean energy integrated design, reasons for not participating in NYSERDA trainings, and knowledge gaps or desired topics for additional learning.

The Contractor shall also explore how integrated design works in practice and what are the costs associated with integrating technologies and/or design choices that push buildings above code and/or the net zero energy status.

Architects and Engineers will also be surveyed to determine their pain points during the development process and to discuss the main drivers of their decision-making process (e.g. owners, costs, codes, etc.).

Details on the recruitment approach are provide in Task 6: Administer Data Collection Instruments, below.

Program Partner Agencies:

The Contractor will perform in-depth interviews, with organizations NYSERDA leveraged to promote the program in 2021 and 2023, as well as potential program partners. These interviews will include, but not be limited to, discussing the organization's level of involvement in outreach activities, awareness of benefits and costs of pursuing net zero energy projects, performance of NZE projects, the number of NZE projects being completed and/or promoted outside of the program, reasons for not contributing to

outreach efforts in coordination with NYSERDA programs and/or pursuing NZE projects, and awareness of benefits and costs of pursuing net zero energy projects.

Details on the recruitment approach are provide in Task 6: Administer Data Collection Instruments, below.

Energy Modelers:

The Contractor will perform mixed-mode (email, mail-push-to-web, and if needed telephone) surveys with energy modelers such as HERS Raters and Residential Energy Services Network (RESNET)-accredited Providers, as well as Multifamily and Commercial New Construction Primary Energy Consultants, in 2021 and 2023. These interviews will include, but not be limited to, the use and penetration of integrated design by developers and the use of market-based approaches to high performance buildings.

Details on the recruitment approach are provide in Task 6: Administer Data Collection Instruments, below.

Data Sources for Secondary Data Research

The data sources listed below includes those that NYSERDA is familiar with.

- Recent NZE reports completed by NYSERDA^{17,18}
- 2019 New York Getting to Zero Status Report¹⁹
- Infogroup – Identify contact information for newly constructed residential homes
- Dunhill International – Identify contact information for non-participant Architects and Engineers, as well as Developers
- If needed, scraped Zillow data of newly built homes sold in New York
- Dodge Data - New Construction and Existing Renovation Data
- New Building Institute database
- Passive House databases
- New York tax lot data – Identify newly constructed buildings in New York

Direct Impacts Calculation Methodology

Direct impacts are defined as those impacts expected from pilots/projects directly funded by NYSERDA, either immediate or lagged.

Direct impacts constitute the direct gross verified energy savings resulting from the New Construction initiative activities and will be subject to measurement and verification (M&V) over time. The Contractor will complete M&V of direct impacts, as described in *Methodology for Primary Data Collection*, above.

Verified Gross Savings Realization Rate Calculation

The following equation will be used to calculate realization rates (RRs):

$$VGS\ RR = \frac{Savings\ (evaluated)}{Savings\ (reported)}$$

¹⁷ [Residential Net Zero Energy: Performance Assessments \(2008-2015\)](#)

¹⁸ [Net Zero Energy for the Low-Rise New Construction Residential Program: Market Characterization and Evaluation Baseline](#)

¹⁹ <https://newbuildings.org/resource/2019-ny-zero-status/#:~:text=The%202019%20New%20York%20Getting,efficient%20and%20low%2Dcarbon%20projects.>

VGS RR = Verified gross savings realization rate

Savings (evaluated) = Savings as per measurement and verification (M&V) evaluation

Savings (reported) = Savings as reported by the Program

In analyzing realization rates, the Contractor will investigate for possible issues that can be addressed through programmatic changes. For example, the Contractor will investigate whether realization rates differ among various subgroups in a manner that suggests that either an error in the calculation of the reported savings or failure to implement efficient construction as planned. Aggregated RRs will be calculated at the post-stratified levels for public reporting.

Indirect Impacts Calculation Methodology

Indirect impacts are defined as market effects that are expected to accrue over the longer term from follow-on market activity that results from NYSERDA's investments.²⁰ Indirect impacts across NYSERDA initiatives may not be additive due to multiple initiatives operating within the same market sectors.

The Contractor proposed a specific methodology (e.g., variables and algorithm), to describe how data, including, but not limited to the indicators outlined in this evaluation plan, results from pilot projects, and other information will be used to assess the indirect impacts or replication in the market in terms of energy savings and leveraged investment. See Task 3 for the description of the proposed methodology.

A credible forecast of naturally occurring market adoption of practices supported by the New Construction program, and of the availability and adoption of these practices among developers, building owners, architects, and engineers, will allow NYSERDA to quantify long-term, indirect energy savings impacts (i.e., market effects) attributable to the New Construction initiative. While the interviews with building owners, developers, architects and engineers, code officials, energy modelers, and economic development agencies will qualitatively investigate perceptions of market trends, industry best practice for quantifying market effects requires a more structured, robust forecasting approach. Toward that end, the Contractor shall develop a market adoption approach to be implemented and updated throughout the course of this evaluation to assess the market effects occurring in this space.

Non-Energy Impacts

Non-energy impacts (NEIs) are features inherent in a high efficiency/low carbon projects that indirectly reduce the cost of a technology (by reducing operation and maintenance or O&M costs, for example), improve user experience (by increasing comfort, for example), or add to the owner's value (by commanding higher rents, for example). NEIs can contribute to a measure's cost-effectiveness and can help sell a technology.

The Contractor shall tap into its proprietary and comprehensive database as the basis for monetized NEIs that will apply on per installed measure basis. The database of NEI values is populated with 50 individual NEIs spanning a wide range of benefits including O&M, experience quality, property value impacts, and life/safety impacts. The dataset reflects research in Massachusetts, Ohio, and Ontario and supplementary secondary research from around the country. The NEIs have been developed using a theoretically sound approach appropriate for each NEI, and high-quality inputs for monetizing NEIs ensuring the results are credible and defensible. Values in the database will be updated to account for New York-specific economic conditions including labor rates and avoided medical costs.

²⁰ [Measuring and Evaluating Indirect Benefits](#)

Outputs/Outcomes/Indicators

The table below lists the outputs, outcomes and indicators to be assessed through this evaluation, with all of the initiative's outputs, outcomes and indicators, some of which will be derived from sources other than this evaluation, listed at the end of the investment plans.

For the purposes of this evaluation plan, program activity/output indicators represent measurable, quantifiable direct results of activities undertaken in the initiative. Outputs are a key way of regularly tracking progress, especially in the early stages of an initiative, before broader market changes are measurable. Outcome indicators can encompass near-term through longer-term changes in market conditions expected to result from the activities/outputs of an intervention. Outcome indicators will have a baseline value and progress will be measured periodically through market evaluation. Only some of these initiatives will be provided in annual reporting to the NYS Department of Public Service, as indicated in the table.

Direct impacts are defined as those impacts expected from pilots/projects directly funded by NYSERDA, either immediate or lagged.

Indirect impacts are defined as market effects that are expected to accrue over the longer term from of follow-on market activity that results from NYSERDA's investments. Indirect impacts across NYSERDA initiatives may not be additive due to multiple initiatives operating within the same market sectors.

The Contractor shall work with NYSERDA to ensure indicators and data collection processes align with initiative hypotheses testing. Deliverables shall include a hypothesis testing summary within the Contractor's reporting of evaluation results.

Table 4: Outputs, Outcomes, and Indicators

The Performance Metrics listed in Table 4 are those that will be assessed in this study.

Outputs/Outcomes	Indicators	Data Source	Annually Reported to DPS?	Used to Estimate Impacts?		Data Collector	Data Collected in Years		
				Direct	Indirect		2021	2022	2023
Market participants attending workshops or training	Number of participants attending workshops and trainings (by participant type)	Program data	Yes	X		Program	X	X	X
	Number of architects and engineers knowledgeable about Integrated Design	Program data	No	X		Program	X	X	X
	Number of code officials knowledgeable about Integrated Design	Program data	No	X		Program	X	X	X
Measure packages available	Number of model measure packages available	Program data	Yes		X	Program	X	X	X

Outputs/Outcomes	Indicators	Data Source	Annually Reported to DPS?	Used to Estimate Impacts?		Data Collector	Data Collected in Years		
				Direct	Indirect		2021	2022	2023
	Number of projects built using each measure package	Survey of people who download the measure packages from NYSERDA's website	No	X		Market evaluation	X		X
Market participants (builders and developers) receive guidance from coach/advisor	Number of projects that utilize coach/advisor	Program data	Yes		X	Program	X	X	X
Projects recognized for Exemplary Building and Net Zero Energy for Economic Development Competition	Number of units recognized through Buildings of Excellence competition	Program data	Yes	X		Program	X	X	X
	Number of projects awarded through the Net Zero Energy for Economic Development Competition	Program data	Yes	X		Program	X	X	X

Outputs/Outcomes	Indicators	Data Source	Annually Reported to DPS?	Used to Estimate Impacts?		Data Collector	Data Collected in Years		
				Direct	Indirect		2021	2022	2023
	Number of case studies developed and distributed	Program data	Yes	X		Program	X	X	X
Number of advanced clean energy buildings	Number of advanced clean energy housing units in NYS	Contractor survey for non-participants, secondary data, and program data for participants	Yes	X	X	Market evaluation and program	X		X
	Number of advanced clean energy commercial buildings in NYS	Contractor survey for non-participants, secondary data, and program data for participants	Yes	X	X	Market evaluation and program	X		X
Qualitative study of performance for completed projects	Number of projects that complete a Performance Analysis through the program	Program data	Yes	X		Program	X	X	X

Outputs/Outcomes	Indicators	Data Source	Annually Reported to DPS?	Used to Estimate Impacts?		Data Collector	Data Collected in Years		
				Direct	Indirect		2021	2022	2023
Reduce incremental cost of building an advanced clean energy building	Incremental cost of building a Net Zero Energy building over standard construction practices	Program data for participants, contractor survey for more in-depth information and non-participants	Yes	X	X	Market evaluation and program	X		X
	Average time of design completion (by building type, participants, and non-participants)	Program data for participants and contractor survey for time analysis	No	X	X	Market evaluation and program	X		X
	Average time of building code review completion	Contractor survey	No	X	X	Market evaluation	X		X

Outputs/Outcomes	Indicators	Data Source	Annually Reported to DPS?	Used to Estimate Impacts?		Data Collector	Data Collected in Years		
				Direct	Indirect		2021	2022	2023
Percent of projects utilizing Integrated Design and construction practices increases	Percent market penetration of projects utilizing integrated design and construction practices to achieve Net Zero Energy and/or Net Zero Energy-capable performance	Contractor survey for non-participants and program data for participants	Yes	X	X	Market evaluation and program	X		X
Projects utilize model measure packages outside of the program	Number of model measure packages available	Program data	Yes	X		Program	X	X	X
	Number of projects that utilize model measure packages and not accessing incentive programs	Contractor survey of developers	Yes		X	Market evaluation	X		X

Outputs/Outcomes	Indicators	Data Source	Annually Reported to DPS?	Used to Estimate Impacts?		Data Collector	Data Collected in Years		
				Direct	Indirect		2021	2022	2023
Increase in number of LMI RFP's that specify use of Integrated Design and construction practices	Number of LMI Public Housing Solicitations that specify use of Integrated Design and construction practices, and third-party QA/QC standards	Secondary data analysis of sources and program data for identification of sources	Yes		X	Market evaluation and program	X		X
Reduction in discrepancies between predicted and actual savings; improve accuracy of predicted energy consumption and cost	Reduction in discrepancies between predicted and actual savings	Program data	Yes		X	Program	X	X	X

Outputs/Outcomes	Indicators	Data Source	Annually Reported to DPS?	Used to Estimate Impacts?		Data Collector	Data Collected in Years		
				Direct	Indirect		2021	2022	2023
Integrated design practices, advanced clean energy equipment and construction practices will routinely be included in new construction specifications	Percent of all new construction specifications including Integrated Design practices, advanced clean energy equipment and construction practices	Contractor survey	No	X	X	Market evaluation	X		X
Increase in utilization of market-driven solutions	Percent of projects leveraging market-driven solutions	Contractor survey	No	X	X	Market evaluation	X		X
Number of NZE projects being completed or promoted outside of the program	Number of NZE projects completed outside of incentive programs	Contractor survey	No		X	Market evaluation	X		X

Tasks, Budget and Schedule

Timeliness and ability for quick turnaround on the indicators outlined in this plan, especially those for which NYSERDA has no baseline values (e.g., denoted as “TBD”), is crucial. For purposes of this evaluation plan, the tasks are defined as follows:

Task 1: Project Kick-Off and Evaluation Plan Finalization

Project kick-off and the evaluation plan are critical for setting the foundation of the study. As part of this task, the team will conduct a complete background review of initiative. The Contractor will finalize evaluation plan and general/high-level sampling plan in consultation with NYSERDA. The Contractor will participate in kick-off meeting with NYSERDA to discuss project details, priority issues, availability of contact lists and databases, and project schedule. During this meeting, the Contractor will review and discuss the objectives/indicators, tasks, and timeline, and finalize the survey and site counts and study objectives. The primary intention is ensuring a common understanding of the work to be completed and identifying any potential challenges that may affect the evaluation. The Contractor will engage and take into consideration NYSERDA feedback to ensure that all parties are aligned on the goals and desired project deliverables.

One topic to address at the kick-off meeting will be the timeframe for selecting new construction buildings to discuss with various market actors. NYSERDA noted wanting to evaluate participant projects since 2016 to present. The Contractor presumes the same timeframe is to be applied to the nonparticipant new construction sample frames. The Contractor would like to posit that there is less value in speaking with owners, developers, architects, or engineers of buildings that were completed in 2016 and started in 2013 about project decision making compared to speaking with those market actors about buildings started in 2016 and completed later. The Contractor will propose to differentially sample, focusing more heavily toward the present for both participant and non-participant surveys and will look to NYSERDA for guidance.

Another topic to address at the kick-off meeting will be the definition of participants and nonparticipants. The Contractor will consider those involved with new construction or major renovation projects for which NYSERDA provided an incentive and/or technical assistance in the past 5 years as well as those participating in the Coaching program and the Buildings of Excellence and Net Zero Energy for Economic Development Competitions as participants. The Contractor will, however, discuss with NYSERDA how to consider those who downloaded tools from the program online platform since it is unclear to the Contractor whether the tools are an engagement strategy to generate interest in the new construction incentives (which would imply that downloading a tool may indicate a lead and not a participant) or whether the engagement with the tools has a much different purpose.

Prior to the project kick off, the Contractor will develop a memo for hypothesis testing, which will include a mapping of indicators in support of each initiative’s hypotheses. This mapping will illustrate whether all hypotheses are addressed by the indicators and to what extent. The Contractor will present these findings during the kick-off meeting.

Also note that the Contractor will adhere to NYSERDA’s definition of Low- to Moderate-Income (LMI) households. NYSERDA defines the low-income market segment as households with annual incomes at or below 60% of the State Median Income (SMI), and the moderate-income market segment as households

with an annual income between 60% and 80% of the SMI or the Area Median Income (AMI), whichever is greater.

- Deliverables – Final evaluation plan and sampling plan, agenda and other material associated with kick-off meeting, methodology memo to test hypotheses

Following successful completion of Task 1, the project manager will notify the contractor in writing that the evaluation plan has been finalized.

Task 2: Secondary Data Analysis

Analysis of secondary data sources involves review of existing studies or research and data to identify trends in key market indicators that can support primary data collection activities. This study may require secondary data analysis to supplement data that cannot be collected from non-participants, particularly in determining what measures at what efficiency are being installed in new construction and net zero energy projects. Dodge Data should be leveraged, to the extent possible, to answer research questions.

The secondary data sources will aid in the following:

- The development of the workplan
- The development of the participant and nonparticipant survey instruments
- The identification of the contact information for participants and nonparticipants
- The development of a sampling strategy for participants, nonparticipants, and impact analysis
- The identification of information from secondary research to use for estimating the program baseline program performance indicators

The Contractor will also leverage the review of project documents from the impact sample to assess what building owners and/or developers are doing to make a home or building high-performance. This review together with survey responses on the suite of high-performance measures installed at the building will allow the Contractor to assess the market readiness for investing in technologies that result in a building above code or a net zero energy building.

- Deliverables – Summary of secondary data analysis and other similar documents resulting from secondary data reviews, as applicable. The summary should include additional data sources with references, as appropriate.

Task 3: Indirect Impacts Methodology & Baseline

Develop a market adoption approach to be implemented and updated throughout the course of this evaluation to assess the market effects occurring in this space. The baseline will be collected as part of subsequent tasks.

The adoption model will estimate year-by-year indirect savings generated by the new construction programs. The model will be initialized with the number of new construction builds from the data sources outlined in the *Methodology for Primary Data Collection* section. The model will be updated through the course of the study with primary data results including program metrics, such as program participation rates, the direct impacts determined in this study, and other survey and interview findings. The primary output of the model is a 10-year forecast of indirect energy impacts attributable to the evaluated program as well as other metrics like forecasted participation rates and naturally occurring

high performance construction. The model can be updated with actual program data to estimate achieved indirect savings.

The direct savings will be associated with a site; the indirect savings are associated with the market actors that carry the learning from participation or exposure to the program to non-participating sites. This savings estimate is a function of the first-year gross savings, the number of participating market actors, and survey findings quantifying the rate of learning transfer. Surveys will explore non-participant and partial participant market actor's exposure to program outreach (competition applicants, users of NYSERDA tools, webinars, training) and its influence on the design of non-participating buildings. This will be a conservative, but more defensible, estimate of indirect savings potentially undercounting the diffusion of program exposed stakeholder knowledge to other stakeholders.

Model structure. The year-by-year model will be populated with the estimated number of builds by year by sector (commercial, MF/SF and market/LMI residential) using the historical tax record data for the period 2016 through 2019 and New York state new construction forecasts through 2025. The percentage of builds meeting the program performance standards will be estimated each year for both participating and naturally occurring high performance buildings. This fraction will be developed from the inventories of high-performance buildings noted in Table 3 and New York forecasts. Naturally occurring adoption will be informed by the surveys of non-participants. The model will also be populated with a count of market actor pool doing business in the state using the datasets for market actors noted in the *Methodology for Primary Data Collection* section.

Program data is another core element of the model, primarily defining past and projected activity rates by sector. Finally, the impact analysis and evaluation surveys and interviews will provide further modeling parameters including differentiation between participants and non-participants, specific metrics for unit savings, and other characterizations such as the reported number of non-participant buildings impacted by program learning as reported by stakeholders.

The contractor will discuss the methods and data sources used to forecast the direct and indirect impacts projected in the table above and work collaboratively with NYSERDA to refine an approach to this market model.

- Deliverables – Estimated baseline; market adoption forecast methodology and progress update approach

Task 4: Sample Strategy

The contractor will develop and implement strategies to select appropriate samples. Below, the Contractor describes procedures to reach respondents including call back procedures which address the number of attempts or callbacks to be made as part of a screening procedure and the schedule of making them, if a specific schedule is planned. Expected completion rates take multiple contact attempts into account. The Contractor has taken care in determining the most appropriate manner to contact market actors such that research questions are assessed while ensuring an efficient interaction with the actor(s). The Contractor will consult with NYSERDA staff on identifying appropriate populations.

The estimated sample sizes identified below are based on the population and sample sizes NYSERDA provided in **Table 3**, above. The Contractor notes that, in some cases, the 2021 population may be smaller than that identified in **Table 3**. For example, **Table 3** identifies a sample of 58 participant

multifamily building owners, based on an expected total population of 400 participant owners. However, it is the Contractor's understanding that fewer than 400 multifamily building owners will have completed projects in 2021. It can be argued that the 2021 sample should be based on the 2021 population. The Contractor's sampling plan and costs estimates are based on the information in **Table 3**. However, the Contractor will be happy to discuss modifications with NYSERDA.

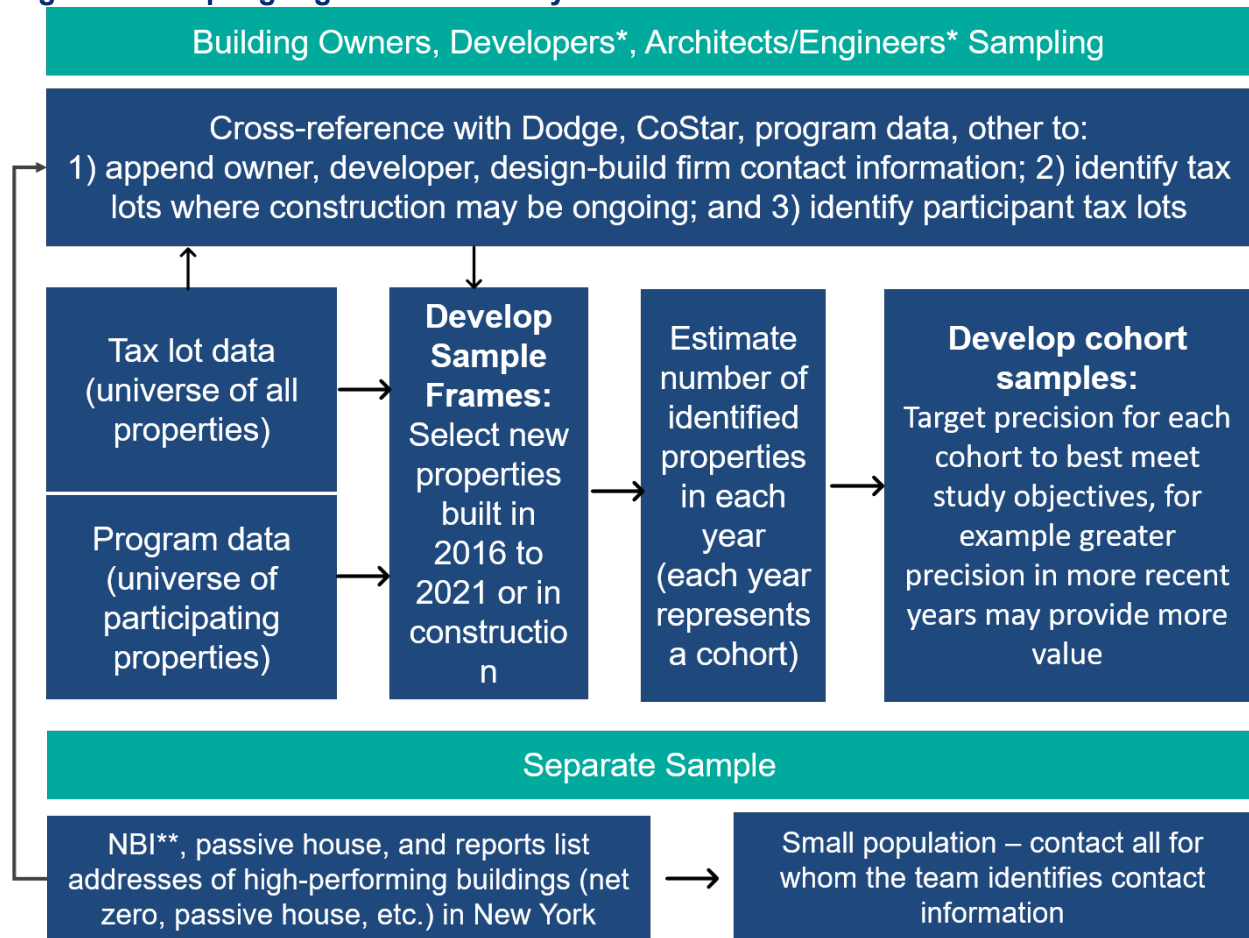
Sampling Overview for Building Owners, Developers, and Architects/Engineers

The Contractor will first identify new and/or substantially renovated buildings and append building owner, developer, and design-build (architect/engineering) contact information to the extent possible (see Figure 1).

The Contractor will use an incremental sampling approach, which means taking independent samples from successive cohorts of target population over time, to meet certain confidence/precision target for the combined sample. The Contractor proposes sampling more properties that are constructed/renovated recently (recent cohorts) than further in the past, if this is agreeable to NYSERDA (see Figure 2, below). This approach favors recent changes in the market, which is important to consider. The market effects from the Covid-19 pandemic could increase barriers for integrating efficiency into building design (e.g., higher overall project costs, uncertainty for business in general, and new focus on indoor air quality). The Contractor will test these hypotheses and proposes to NYSERDA to sample more properties toward the present than the past.

The Contractor will also develop a separate sample for high-performing (net zero energy, passive house, LEED, etc.) buildings because the probability of speaking with owners of such properties is very small given the low incidence of those buildings in the New York marketplace (see **Figure 2**).

Figure 2: Sampling High-level Summary



* If the Contractor does not identify enough Developer and Architect/Engineer contacts, the Contractor will then purchase a list of these market actors from Dunhill to develop samples for these groups. The Contractor discusses this alternative sampling approach in relevant subsequent sections below.

** NBI=New Buildings Institute

Note that the Contractor will discuss with various market actors the properties/projects identified as new construction or major renovation. Thus, there is the potential for following up with market actors about those projects, especially if the Contractor identifies projects at varying stages of construction. For example, design decisions made in 2019 or 2020 can be undone in 2023 – a year when this study will be repeated. Following up with contacts about projects discussed in this study when this study is repeated in 2023 could reveal this pattern.

The following subsections discuss additional sampling details, such as list sources, stratification, and estimated survey completion counts.

Participant Building Owner Sample Strategy

The Contractor will leverage NYSERDA's program data to first characterize the participant building owner population by sector, location, construction type, and program participation, as well as size, type, and stage of building construction if feasible. The Contractor will also consider survey inputs needed for

the impact evaluation to ensure that the survey sample supports the impact evaluation needs. Impact evaluation sampling details are discussed in the table below.

At minimum, the Contractor will stratify the participant sample into three strata: residential, multifamily, and commercial program participants. The Contractor will target the number of survey completions to meet and/or exceed 10% precision level at 90% confidence per each participant group. The Contractor will explore further stratification options based on the Contractor's characterization of the participant population, LMI designation, as well as NYSERDA's target group priorities. When the stratification strategy is acceptable to NYSERDA, the Contractor will draw a stratified random sample.

The Contractor assumes at least 172 participant building owner surveys will be conducted (see Table 3 above).

Nonparticipant Building Owner Sample Strategy

The Contractor will use a combination of several available data sets to find homeowners as well as multifamily, mixed use, and commercial building owners of newly constructed buildings who had not participated in NYSERDA's prior and current new construction programs.

To identify homeowners, the Contractor will leverage tax lot data as a comprehensive compilation of newly constructed properties. All three sources of data only include an address field for contact information. The Contractor will leverage address data to send three rounds of postcards inviting occupants in sampled homes to take the survey over the web. The survey instrument will include screening questions to ensure only those homeowners who purchased their home from a developer take the survey.

Zillow search resulted in over 13,000 single family homes built between 2016 and 2021 and sold in the past five years. Data-Axle database includes over 18,000 single family homes in New York built and sold in 2019.

To identify owners and contacts of ongoing or recently renovated or built multifamily, mixed use, and commercial buildings, the Contractor will leverage four commercially available datasets: 1) CoStar commercial property data, 2) Dodge construction bid management platform, 3) PLUTO NYC tax lot data, and 4) the tax lot data for the entire state of New York. The Contractor will first cross-reference the PLUTO NYC tax lot data with the tax lot data for the entire state of New York, which DNV already has in-house, to develop a preliminary sample frame. Tax lot data include property address, year built, type of building, and limited building owner information. To this dataset, the Contractor will add owner or developer contact information from CoStar and Dodge to the extent possible. Note that the Contractor has already added contact information to the tax lot dataset from Data-Axle from a prior project.

The Contractor assumes NYSERDA has kept its subscription to CoStar and will leverage that subscription to access CoStar property owner data. The Contractor will also purchase a Dodge subscription for New York (unless NYSERDA already has that subscription) to identify owner, developer, and contractor contacts of multifamily and commercial new construction and major renovation projects in New York. The Contractor will cross-reference identified projects and contacts from Dodge with the tax lot dataset. Dodge dataset includes contacts on ongoing (not only completed) projects, which is highly valuable for this study. The Contractor is looking to speak with owners of ongoing construction projects as well as completed projects.

None of the lists referenced above will identify participants versus non-participants. The Contractor will cross reference all purchased or scraped lists with program data to identify participants and non-participants.

The Contractor estimates that it will need to complete a total of 204 surveys to ensure sample design and strategy for this survey will meet and/or exceed a target of 10% precision level at 90% confidence per each critical sector-based target group (see Table 3 above).

The strategy for developing the sample of non-participant building owners must take into consideration the likelihood that participants do not represent the building owner population as a whole – at least as far as commercial building owners and possibly multifamily building owners go. Given the likely implementation strategies for the NYSEERDA programs and self-selection in response to program offerings, the participant populations for those groups likely own larger and more energy-intense buildings than average. This consideration leads to two separate strategies for developing the nonparticipant samples for these groups.

One strategy is to make the non-participant sample as similar as possible to the participant sample in terms of the sizes and types of buildings owned. By maximizing the comparability of participants and non-participant, this strategy provides the best evidence as to whether NYSEERDA's interventions produced changes in design and construction among the participants. The downside is that it does not permit a glimpse into possible broader market effects that might be seen over time. The other strategy is to make the nonparticipant sample as similar as possible to the overall nonparticipant market. This strategy provides a greater glimpse into possible broader market effects over time. However, it would not be possible to determine whether any differences between the responses provided by participants and nonparticipants reflect NYSEERDA's interventions or pre-existing differences between the samples.

The final sample will attempt to match as closely as possible the overall nonparticipant population, for greatest possible representation.

Separate Sample for Non-participating High Performing Buildings

The principal goal of NYSEERDA's new construction offerings is to accelerate the adoption of high-performing and net zero energy buildings. Thus, it is valuable to gather insights from those who opted to build a high-performing building.

In New York, there are approximately 132 high-performing commercial and multifamily buildings (i.e., buildings with energy consumption below the current energy code), 27 of which are classified as net zero energy, according to the 2019 New York Getting To Zero Status Report.²¹ This indicates that less than 1% of all multifamily and commercial buildings in New York are high-performing buildings. This pattern is likely similar on the residential side. Given the low incidence of these buildings in the population, the Contractor is proposing a separate sample for the owners of high-performing buildings.

The Contractor will conduct up to 30 surveys with owners of high-performing buildings across all target sectors (residential, multifamily, and commercial). The Contractor will rely on three sources of data to identify the location and age of high-performing buildings in New York: 1) the New Buildings Institute

²¹ This NYSEERDA-funded study, which was fielded by New Buildings Institute, can be retrieved from: <https://newbuildings.org/resource/2019-ny-zero-status/#:~:text=The%202019%20New%20York%20Getting,efficient%20and%20low%2Dcarbon%20projects.>

zero energy building data; the Passive House database; and the listing of all high-performing buildings in the 2019 New York report referenced above (which includes partial location information).

The Contractor will not sample but reach out to all identified high-performing properties.

The Contractor will leverage address data to send three rounds of postcards inviting occupants in single-family high-performing homes to take the survey over the web. For multifamily and commercial buildings, the Contractor will leverage multiple survey recruitment strategies (mail-push-to-web, email, or telephone recruiting). The Contractor will cross-reference multifamily and commercial high-performing properties with tax lot, Dodge, and CoStar data to identify any contact information other than address.

The survey instrument will include screening questions to ensure only those owners who are the original owners of the property (who interacted with the developer or developed the property) take the survey.

Participant Construction Project Developers Sample Strategy

The Contractor will use NYSERDA's program data to first characterize the participant construction project developer population by construction type (new footprint versus substantial renovation) and building type of projects. The Contractor also will examine other characteristics – such as number of completed and planned projects, sectors represented (single-family residential, multifamily, and commercial), and geographic location of projects – to assess whether those should be included in the sampling plan as well.

The Contractor will target the number of survey completions to meet or exceed 10% precision level at 90% confidence. Based on NYSERDA's estimate of about 250 participant developers, at least 54 survey completions will deliver this level of confidence and precision. The basis for that estimated population size is one of the Contractor's expected agenda items for the project kick-off meeting. The Contractor's working assumption is that NYSERDA has awarded or expects to award contracts to 250 developers under the existing PONs. If that population increases after contract award, the Contractor will notify NYSERDA of any impacts that increase has on the sample and costs.

At minimum, the Contractor will consider the distribution of construction types and building types across the developer population when developing the sample. As noted above, the Contractor may also consider other factors.

Three issues are important to note here. The first two are closely related. First, it is not clear whether NYSERDA's count of about 250 participant developers represents all *current* participants or all *expected* participants; the fact that NYSERDA has indicated the count is *approximately* 250 (“~250”) suggests the latter. Second, the Contractor anticipates that, at the time that the sample plan is being developed, the exact distribution of construction types and building types across all eventual projects will not yet be known. A sample plan based entirely on the population of completed projects may not perfectly represent the final project population. Third, the various “stratification” variables are not exclusive categories. Developers likely will have done both new footprint and substantial remodels. Also, while some developers may focus on certain building types, it is likely that at least some if not all have developed buildings across more than one type. The Contractor will take both of these issues into consideration when developing the initial sample.

The Contractor will discuss the first two of the above issues with NYSERDA before beginning sample development. The discussion will cover NYSERDA's expectations regarding the degree to which the existing population of participant developers represents the expected total population, and whether the existing population of completed and started projects represents the expected total population. If NYSERDA staff have good reason to expect that the distribution of developers, construction types, and building types (or other sampling considerations) in the final population will differ in some expected fashion from the existing population, the Contractor will take that information into consideration when developing the sample. If needed, the Contractor will adjust the sample as needed when new developers and/or new projects are added to the respective populations.

With respect to the third of the above issues, it may not be feasible to stratify the participant population into meaningful groupings. Thus, the best approach may not be a stratified random sample but to draw iterative simple random samples, comparing the distribution of each sample's characteristics with those of the population and abandoning samples that do not produce a good fit.

Nonparticipant Construction Project Developers Sample Strategy

The Contractor will examine multiple sources in developing the sample frame. As for the architect and engineer sample frames (see below), the Contractor will search the Dodge construction database for names of construction project developers. Other applicable sources may include Dunhill and Data-Axle as well as sources that NYSERDA may be familiar with.

The Contractor will follow the same general sample strategy for the nonparticipant project developers as for the participant developers. A sample of 67 will provide 90/10 confidence/precision, assuming that the population is at least as large as that NYSERDA estimated.

Participant Architects and Engineers Sample Strategy

The Contractor will leverage NYSERDA's program/training data to draw a random sample of architects, engineers, and/or design-build firms involved with participating new construction or major renovation projects in the past five years as well as those participating in trainings, the Coaching program, the Buildings of Excellence and Net Zero Energy for Economic Development Competitions, and/or the online platform. The Contractor understands that these market actors are not consistently tracked by program for standard offer projects. Thus, the Contractor, when surveying a general population of architects, engineers, and/or design-build firms (see the next section), will ask those respondents whether they worked on any new construction and/or major renovation projects in the past five years for which the owner or developer received a NYSERDA program incentive. If any respond affirmatively, then the Contractor will capture their feedback as well.

At minimum, the Contractor will stratify this market actor group into two subgroups to the extent possible: architects and engineers. The Contractor anticipates that supplied contact information may not clearly indicate whether the contact is an architect or an engineer. Thus, the Contractor will rely on questions in the survey to identify whether contact and their firm offers architectural and/or engineering build services.

The Contractor will ensure that the number of contacts per firm are minimized since there could be instances of multiple contacts per firm.

Finally, the Contractor will monitor responses to ensure there is sufficient number of survey completions in each subgroup to meet 10% precision level at 90% confidence. In collaboration with NYSERDA, the Contractor will explore additional quotas based on the project(s) contacts were involved with (construction type, building type) as well as location and stage of construction (in design, in-construction, completed).

Nonparticipant Architects and Engineers Sample Strategy

The Contractor will cross-reference Dodge data with New York tax lot data to identify architect and engineer contact associated with the tax parcel dataset of non-participating building sample. The Contractor will attempt to interview the design professionals associated with buildings selected for the owner/developer interviews supplemented with an additional sample of buildings selected to meet sample quotas. . This task will be performed during the building owner survey sampling subtask referenced above. The Contractor will extract any information for architects, engineers, or design-build firms for the identified properties from the Dodge data and possibly other sources (e.g., Dunhill)..

The Contractor will rely on the questions in the survey instrument to confirm whether contacts are architects or engineers who have been involved with new construction or major renovations to ensure survey completion quotas are met.

The Contractor assumes at least 135 architect and engineer market actor surveys will be conducted (see Table 3 above).

Participant Partner Agencies Sample Strategy

The Contractor understands that NYSERDA program staff has engaged organizations such as American Institute of Architects to promote the program. The Contractor will attempt to speak with all partner organizations that NYSERDA is collaborating with. The team will also interview potential partner organizations.

Energy Modelers Sample Strategy

The Contractor will examine multiple sources in developing the sample frame. These may include the program data, Dodge construction database as well as Dunhill, Data-Axle, and that NYSERDA may be familiar with. The sample will be stratified by region (e.g., West, Central, North, East, Southeast, and NYC) roughly in proportion to the number of projects done in each region.

Impact Evaluation Sample Strategy

The Contractor will achieve single-family, multifamily, and commercial new construction samples that will achieve 90% confidence of 10% precision (90/10) at the program level as well as for all-electric buildings and buildings that use any natural gas. The estimated sample sizes assume a coefficient of variation (CV) of 0.5 for the single-family residential stratum but assume that a slightly lower CV of 0.45 will be achievable in the multifamily and commercial samples through stratification on program-reported energy savings. The top stratum of projects with the largest reported savings will be sampled with certainty, yielding precision of $\pm 0\%$ for that stratum. The remaining projects will be put into three to four strata, each with a CV of 0.3 to 0.5. The above yields a lower pooled standard error than would be achieved without this level of stratification and, thus, a lower CV.

The above CVs would produce 90%/10% confidence/precision sample sizes of 68 and 55, respectively, drawn from infinite populations. The sample size ranges shown below (**Table 5**) incorporate the finite

population correction (*fpc*) factor, based on NYSERDA’s estimates that 40% to 60% of projects in each sector will be all-electric.

Table 5: Impact Evaluation Sample Plan

Stratum	Target Project Population	Estimated Population Each Sub-stratum ^a	Sample Size, Each Sub-stratum	% of Sub-stratum Population	Total Sample	% of Total Population
Residential SF	3,000	1,200-1,800	65-66	4%-5%	131	4%
Residential MF	500 ^b	200-300	44-47	16%-22%	91	18%
Commercial	285	114-171	38-42	25%-33%	80	28%
Total	3,863	1,545-2,318	148-156		304	

^a The sub-strata in this table are All-Electric and Any Fossil Fuel. Since the share of All-Electric is 40% to 60% of the total population of each stratum, then so must also be the share of Any Fossil Fuel. Therefore, the estimated population and sample sizes of each substratum have the same ranges.

^b The Contractor’s estimate of 500 MF projects is near the median of NYSERDA’s projected number of participants (400), which represents the minimum number of projects, and NYSERDA’s projected number of buildings (590), which represents the maximum number of projects (per NYSERDA’s statement in response to questions, Jan. 15, 2021). If any of the above estimates are incorrect, the Contractor will consult with NYSERDA concerning the effect on the impact evaluation.

Note that achievement of the 90/10 target will require successful data collection for one-quarter to one-third of the commercial projects.

Note also that the above sample sizes are for the total project populations, which the Contractor understands will be completed into 2023. The Contractor’s cost estimate for the impact evaluation assumes that the Contractor will complete the evaluation for about one-third of the total sample in 2021. If the actual number of projects available for sampling and analysis is larger or smaller, the Contractor will be happy to consult with NYSERDA on adjusting the plan and budget.

Concurrent sampling will occur over the lifecycle of this evaluation effort. The concurrent sampling effort will draw single-family, multifamily, and commercial sample points in “batches” on pre-set time intervals (monthly, quarterly, etc.). The size of the batch drawn will be determined based on a cross-section of factors:

1. **Percent of annual goal of participants in batch period.** Given an *a priori* expected population of N and sample size n , for a Batch Period P with total participation N_P , the batch sample size n_P is calculated as:

$$n_P = n \times \frac{N_P}{N}$$

For example, given an expected single-family population of 3,000 projects, of which approximately 2,500 have been completed, an expected evaluation sample of 131, and a new batch of 500 single-family homes occurring in the batch period, the sample to be drawn would be:

$$n_P = 131 \times \frac{500}{3000} = 22$$

This will be completed on an iterative basis throughout the concurrent evaluation as this will ensure representativeness across the home builder business cycle. Oversampling earlier in a concurrent evaluation period may bias results as it can result in oversampling of builders that complete projects earlier in a calendar year while the mix of builders overall may not align with this schedule.

2. **Prevalence of high-impact commercial or multifamily projects.** Based on the initial set of participant data (comprising 60% of expected commercial and 33% of expected multifamily), the Contractor will draw stratum boundaries that define high, mid, and low-saving projects. The Contractor then will project this quantity of projects to an annualized basis within each savings stratum. This will be used to forecast how many projects within each savings stratum will be required to align with evaluation goals. The procedure defined in Item #1 above then will be applied *to each stratum individually*. This means that new batch sampling may be uneven when a batch is added to the program as not all batches will share the same distribution of skewness in savings as observed in the program year overall.

A secondary check may be needed to address if a new batch differs in such a categorical manner as to necessitate redrawing of sample strata boundaries. This may occur in new construction programs if one builder submits multiple projects of similar size at the same time. In an instance where strata boundaries are required to be redrawn in response to the content of a batch population update, the Contractor will author a memo detailing sampling strata boundary update that defines its impact on the work scope and content of the final sample. The Contractor notes that this manner of revision and variation is a common occurrence in concurrent evaluation and revisions as-described here are highly unlikely to affect EM&V sample size overall; rather, they are to affect the distribution of sample sites across different savings-impact strata.

The Contractor will keep NYSDERDA informed of any adjustments and their impacts on sampling in 2022 and 2023.

Task 5: Develop Primary Data Collection Instruments

The contractor will design and develop surveys, questionnaires, interview guides and other forms of data collection. Drafts will be submitted to NYSDERDA for review and feedback.

The instruments will address research topics and questions discussed in Table 1 and 4, above, as well as additional priority topics discussed during the kick-off meeting and not documented in this draft evaluation plan. The Contractor also noted additional topics in the sections where NYSDERDA lists topics of most interest (see below Table 3 above).

The Contractor will use a strategic approach to instrument design, beginning with a matrix that matches the research objectives/topics with the survey questions. The Contractor anticipates the building owner, developer, and architect/engineer instruments will have a set of core survey questions – to provide consistency and allow comparison across groups – as well as unique questions for each group. For other groups, the questions will be more unique.

The Contractor will work closely with NYSDERDA to carefully develop the questions. If needed, the Contractor will refine the objectives based on discussions with NYSDERDA.

- Deliverables – Draft and final instruments, advance letters to respondents

Task 6: Administer Data Collection Instruments

The contractor team will conduct pretests of survey instruments to ensure maximum effectiveness and will conduct interviews according to the finalized sampling plan. Between all team members, the Contractor has the capability and flexibility to use a variety of survey modes (web, phone, and, if needed, mail) and survey platforms (Qualtrics and other) to complete the research.

As noted in *Methodology for Primary Data Collection*, above, the Contractor team plans to use multiple survey recruitment strategies and data collection modes:

1. Mail-push-to-web – i.e., sending a postcard or a letter survey invitation.
2. Email-push-to-web.
3. Outbound telephone survey.

The Contractor will have addresses for all identified newly constructed homes or buildings in the sample frame. As detailed in *Task 4: Sample Strategy*, above, the Contractor will cross-reference multiple contact list sources – Dodge, InfoUSA, CoStar – with tax lot building data to identify any email and/or telephone information for the buildings in the sample frame.

The Contractor will conduct pretests of survey instruments to ensure that the language of the questions conveys the intended meaning. The pretests will be done by both email-push-to-web and phone approaches. The former will provide quick and easy administration, while the latter will allow the Contractor to obtain a better feel for what may not be understood well and what might be a better way to word a question. In addition, the Contractor proposes to conduct a “soft launch” of each survey using a small sample of customers. The soft launch will allow the Contractor to review the data and correct for any programming and/or skip issues and resolve them prior to fielding the full survey. The Contractor will review with NYSERDA any changes to the instrument based on the pretest.

The Contractor anticipates using different mixes of recruitment approaches and data collection modes for the various survey populations based on considerations of what will provide the best response rates and data quality for each group.

The Contractor anticipates using primarily email and mail-push-to-web survey modes for single-family building owners (i.e., homeowners), with little phone surveying for this group. Recent experience shows rapidly decreasing response rates to phone surveys, even when the sample includes mobile phones, with much better responses to both email and mail contacts. For example, the 2020 Energy Trust of Oregon Customer Insights Study achieved 7% response rates for both mail-push-to-web and email-to-web recruitment efforts, but only 3% response rate for phone surveying. In addition, the Contractor believes that a largely quantitative, close-ended survey will be appropriate for homeowners, for which an online survey is entirely suitable. However, the Contractor may use phone follow-up to the online survey as needed to achieve completion targets. Thus, the Contractor suggests the following recruitment protocol for homeowners:

- The Contractor will send an email invitation to sampled homeowners for whom email addresses are available, or a mailed invitation otherwise. The invitations will explain the purpose of the data collection and offer recipients a link to an online survey. The invitation will identify NYSERDA as the sponsor of the survey and explain that NYSERDA selected the DNV/RMS team to carry it out as an independent evaluator. It will explain that the team will report only aggregate

survey data. The invitation will state the goal number of survey responses and will ask if the respondent can be one of the people who help the Contractor reach that goal, which has been shown to increase survey responses.²² The invitation will provide contact information for an DNV/RMS team member who can answer any questions about the survey or conduct the survey by phone. In addition, if NYSERDA agrees, the invitation also will provide contact information for a NYSERDA employee who can attest to the legitimacy of the survey and answer questions about it. The invitation will offer a \$15 incentive to complete the survey. The invitation will include a link the recipient can follow to opt out of receiving any further invitations to take the survey.

- For homeowners for whom email addresses are available, the Contractor will send up to five reminder emails, spaced 3 to 4 business days apart, to sampled homeowners who do not opt out of receiving further contacts. The Contractor will vary the wording of each successive reminder but each will state that the Contractor has not yet reached the required number of survey responses, will ask if the respondent can be one of the people who help the Contractor reach the survey goal, and will again promise the \$15 incentive. The final reminder will state that the survey will close in 3 days. The DNV team has found that these approaches increase response rates.
- For homeowners for whom email addresses are not available, the Contractor will consider sending two follow-up mailings, if needed to achieve the target number of responses and if doing so is cost-effective.²³
- If needed, the Contractor will call a subset of the sampled homeowners who do not respond to the online survey.

A largely close-ended survey may also be applicable for some or all multifamily building owners as well as some commercial building owners. While the Contractor will still attempt to achieve the majority of these by mail- or email-push-to-web, it is likely that the share of these survey completions achieved by phone will be higher than for homeowners. The recruitment protocol for this group will be similar to that for homeowners.

The Contractor believes that a combination of semi-structured phone interviewing with mail/email-push-to-web surveying is the appropriate approach for several other groups, including large commercial building owners, construction project developers, architects and engineers, and energy modelers. Experience shows that many of these types of professionals are challenging to reach and interview or survey. Attempting contact through two or more modes provides a greater opportunity to collect the needed data. Combining an online survey and phone survey also will allow the Contractor to obtain more detailed responses from those who complete the survey by phone.

The Contractor suggests the following recruitment protocol for the above groups:

²² J. Loomis, E. Focella, A. Weaver, and R. Bliss 2019. "Increasing Response Rates to Web Surveys: No Tote Bag Required." Informing Innovation: Research and Evaluation in a Changing Energy Landscape, Denver, CO: International Energy Program Evaluation Conference, August 2019.

²³ The aforementioned Energy Trust Customer Insights Study found a 6% response rate to an initial letter, mailed to all sampled customers (regardless of availability of other contact information), with a 1% response rate to a postcard mailed about one week later to letter nonrespondents. A second postcard, mailed only to customers for whom phone number and email address were not available, achieved a 3% response rate.

- NYSERDA makes advance contact with sampled professionals to advise them of and explain the purpose of the upcoming survey and ask for their cooperation.
- The Contractor will send emails or letters (depending on availability of email addresses) to sampled professionals to again explain the purpose of the data collection. The invitations will offer them a link to an online survey but additionally will alert them that the Contractor also will contact them by phone if they do not complete the online survey or may contact them with follow-up questions. As with the homeowner and multifamily recruitments, the invitation will: identify NYSERDA as the sponsor of the survey; explain that NYSERDA selected the DNV/RMS team to carry it out as an independent evaluator and that the team will report only aggregate survey data; state the goal number of survey responses and ask if the respondent can be one of the people who help the Contractor reach that goal; and provide contact information for an DNV/RMS team member and (if NYSERDA agrees) a NYSERDA employee to provide bona fides and answer questions about the survey. The email will offer an incentive to complete the survey and will include a link to allow recipients to opt out of further contacts about the survey.
- For those for whom email addresses are available, the Contractor will send up to four reminder emails, spaced 3 to 4 business days apart, to sampled professional who do not opt out of receiving further contacts. As with the reminder emails for other groups, wording for each successive reminder will vary but will state that the Contractor has not yet reached the required number of survey responses, ask if the respondent can be one of the people who help the Contractor reach the survey goal, and again promise the incentive. The final reminder will state that the survey will close in 3 days.
- For those for whom email addresses are not available, the Contractor will consider sending one follow-up mailing, if needed, to achieve the target number of responses and if doing so is cost-effective.
- The Contractor will call sampled professionals who do not respond to the online survey.

For the above groups, the Contractor will attempt to conduct approximately one-third of the surveys by phone and the rest online. To achieve this outcome, the Contractor will carry out the contacts in waves – that is, the Contractor will send emails first to a subset of the sample. If contact efforts do not produce the expected proportions of phone interviews and online completions, the Contractor will modify the recruitment protocol for subsequent waves – for example, sending an advance email without an online link followed by calls or, alternatively, increasing the number of reminder email and reducing phone follow-up.

The Contractor will attempt to use the same survey methodologies for the non-participants as with the participants to maximize the comparability of results. However, the Contractor will adjust the contact protocols as needed to obtain the desired response. For example, reaching non-participants may require more intensive use of phone contacts. If so, the Contractor will determine whether the data collection mode (online or phone) was related to responses and will weight responses as needed.

The Contractor will interview economic development agency contact and code officials by telephone. The Contractor believes that other approaches will not achieve target completions and/or will adversely affect response quality.

The Contractor and its survey partner will attempt to maximize responses by leaving voicemail messages when calling to explain the reason for the call and provide potential respondents options for responding

within their schedule by providing a call-in number as well as arranging call-backs that work in respondents' schedules. Also note that the Contractor and its survey partner will leverage email as much as possible to schedule a time with willing contacts to complete the survey.

The Contractor recommends offering an incentive to nonparticipant survey respondents. The Contractor successfully uses various incentive strategies, ranging from sweepstakes drawings to providing gift cards to all respondents to sending pre-incentives as part of the advanced notification. The Contractor budgeted for gift cards but is open to alternate incentive strategies. The Contractor will discuss with NYSERDA in the kick-off meeting to determine the final incentive strategy.

The Contractor has the capability to export data into various formats, which can then be imported into various software for analysis, including SAS, R, and SPSS. The Contractor will work with NYSERDA to determine the optimal data format and provide a final data codebook for use in analysis.

The Contractor will offer confidentiality to the extent permitted by law when recruiting survey and interview respondents. That is, the Contractor will report all responses in aggregate and will not attribute any comments to an individual. However, when the Contractor provides survey data files to NYSERDA, the complete data sets will be provided to NYSERDA's Market Characterization and Evaluation team.

- Deliverables – Survey disposition and methodology reports

Task 7: Data Analysis

The Contractor will conduct analysis of primary data to assess and measure research objectives and associated indicators. Transform data into a usable format, assess quality and consistency through editing and cleaning.

During this task, an interim report (3-5 pages) summarizing data collection and analysis progress, project challenges, and remaining work required to meet DPS requirements is required. This interim report shall be produced no later than mid-way through the Task 7: Data Analysis execution so that course corrections needed for project success can be made. It is anticipated that this interim report shall be confidential to NYSERDA and used solely for project guidance.

Data analysis will commence from day one of this project, from assessment of secondary data to analyzing the survey, interview, metering and billing and/or project data. The Evaluation Objectives Table (Table 1) illustrate how the Contractor will draw from the various data sources to inform the key findings.

Below, the Contractor describes the following analytic activity: survey analysis and direct impacts methodology. In Task 3 (Indirect Impacts Methodology), the Contractor discusses indirect impact analysis for the programs.

Survey Analysis: The Contractor will complete the survey analysis using SPSS and will provide delimited files or Excel files of survey responses to allow for the files to export into other statistical packages like SAS. The analysis will be guided by an analysis plan, which the Contractor will develop prior to the analysis stage. The plan will document survey variables and the type of analysis and purpose of analysis (e.g., to inform outputs, indicators, market characterization). The plan will also specify any cross-sectional analysis or subgroups for tabulations (e.g., by location, sector). Also note that even with the most rigorous sampling methods and exhaustive outreach, survey non-response can result in final

survey data not representing the population of interest. Thus, survey weighting may be an important consideration. Weighting helps to correct the survey data so that the data set is more aligned with the population of interest in terms of key characteristics. For the nonparticipant populations, this may be location, sector, or certain demographic or firmographic variables. That said, not all survey results can or should be weighted, especially if population characteristics are less certain. The Contractor will discuss weighting if appropriate with NYSERDA during sampling as well as analysis stage.

Impact Analysis: The Contractor will conduct analyses as detailed in IPMVP Options A and/or D, and as described above. Once savings estimates and realization rates are developed for each sampled project, the Contractor will extrapolate these results to develop gross savings at the program level for each stratum (single-family, multifamily, and commercial) as well as by fuel type and all-electric buildings and major measure groups. Extrapolation will use stratum weights derived in the sample design (a form of ratio estimation). The Contractor will report each set of results with corresponding precisions.

NEI Analysis. The Contractor will inventory the measures installed and other project attributes and identify the NEI streams associated with the project from the NEI database. The net NEI benefits will be calculated as the product of the NEI values and the installed implementation units (typically kWh or therms saved). The output of the analysis will be the annual and lifetime net benefits attributable to the program.

Cost Analysis. The Contractor will assess the incremental cost of the above code and/or high-performance building (e.g., ENERGY STAR Homes, Passive House, Net Zero Energy), identifying typical cost difference for critical measures that define a building as above code. Survey feedback and project file data will inform this analysis and potentially other sources of data.

The Contractor recognizes the importance of sharing early findings with NYSERDA. In addition to the draft report and findings presentation, the Contractor will draft an Early Findings Memo (for Year 1) in August 2021 (about halfway through the study) to share results with NYSERDA. If applicable, the schedule for Year 2 and Year 3 work will be provided in January of 2022 and 2023, respectively.

- Deliverables – Interim report, data and analysis files, tabulations and other statistical analysis outputs, survey disposition reports, methodology reports

Task 8: Draft Report and Preliminary Findings Presentation

The Contractors will follow the format and guidance as set forth in NYSERDA's Evaluation Report Guidelines. Draft reports and presentations shall be submitted to NYSERDA in advance for review and input.

The Contractor will provide the draft report for the market baseline and Year 1 impact results in November 2021. The report will include a concise executive summary of all critical findings, followed by a more detailed narrative (which will include an introduction, methodology, detailed findings, and conclusions / recommendations). The report will clearly:

- Illustrate the Contractor's findings related to the study objectives
- Document the baseline, progress metrics, and impacts in appropriate tables
- Discuss findings addressing testable hypothesis

- Provide programmatic improvement insights related to market, baseline, barriers, and anticipated outputs and outcomes

The Contractor believes in developing reports that are actionable for clients and their stakeholders.

To ensure that reporting reflects NYSERDA's high standards, the Contractor will meet with the NYSERDA study manager to discuss the outline and the format of the report and will engage their production team to ensure report adheres to established expectations. Also note that the Contractor's technical team will validate numbers and analysis while the editorial team will ensure that the report and presentation slide deck are carefully edited before delivery.

- Deliverables – Draft report and presentation with slide deck

Task 9: Final Report

The Contractor will incorporate feedback and prepare final report(s) in accordance with the NYSERDA Evaluation Report Guidelines. The final report(s) will be an publicly available document(s). The report(s) will be made available by end of December 2021, provided the review and response period assumptions documented in the timeline below are largely correct.

- Deliverables – Final report and final version of presentation materials

Task 10: Data Transfer

The Contractor will transfer data files and associated analysis files to NYSERDA via SharePoint. Includes tasks to prepare data for dissemination.

- Deliverables – All project-related data files

Task 11: Data Destruction

Upon conclusion of the project (or contract in the case of multi-year studies), and after transferring all data files to NYSERDA, the Contractor will destroy any confidential utility customer data used as part of the project and will countersign a letter to NYSERDA certifying this has occurred. The Contractor will destroy all other data associated with the project and will send NYSERDA an e-mail stating this has occurred.

- Deliverable – Countersigned letter sent to NYSERDA upon destruction of utility data; e-mail sent to NYSERDA upon destruction of all other project data

Task 12: Project Management

The Contractor will attend conference calls and meetings with NYSERDA, management, staff and NYSERDA-designated parties and presentations to such groups. The Contractor will also participate in bi-weekly (once every two weeks) calls with NYSERDA project managers, as well as develop memoranda stating any issues, project status and actions items discussed during the calls. These calls will be scheduled in consultation with NYSERDA. The Contractor also will provide bi-weekly progress reports demonstrating activity over the prior week and will submit these reports to NYSERDA in advance of the bi-weekly status calls. These reports will submit monthly progress reports with invoices.

- Deliverables – Bi-weekly and monthly progress reports

Task 13: Draft Workplan for Following Year Evaluation Activities

The approach outlined in this evaluation plan includes baseline and follow-up measurements. The Contractor understands that after the baseline study, NYSERDA will decide whether to move forward with the Contractor to conduct the follow-up assessment(s). The Contractor will make no assumption on implementing follow-up measurements without prior written approval from NYSERDA. The

Contractor will prepare a draft work plan for the follow-up measurements and research activities at the end of each evaluation period, submitting to NYSERDA for consideration. The Contractor will finalize the workplan at the outset of each evaluation year.

- Deliverables: Draft subsequent year work plan submitted to NYSERDA

Budget Summary

The total budget for this study is \$2,007,165.00

Invoicing Guidelines

Invoices should be structured to clearly delineate the staff hours and costs associated with each of the individual tasks included in this section. Any potential deviations from the agreed-upon task budgets must be discussed with the NYSERDA project manager as soon as possible and prior to the continuation of work. In general, small changes to original task-level budgets will be acceptable following discussion with NYSERDA, while larger task-level budget changes that substantially affect the overall study budget will require written justification and NYSERDA approval.

Ethics and Operational Standards

NYSERDA's EM&V function is organizationally separate from program implementation. The group takes steps to eliminate opportunities for bias in conducting EM&V activities and contracts with independent third-party consultants who exhibit a high degree of evaluation ethics.

Note that some program participants/customers may require a non-disclosure agreements (NDAs) with Evaluation contractors. Refer to Article VIII of the *RFQ 3183 – Market Research and Evaluation Support Services Contract Umbrella Agreement* for confidentiality and NDA guidelines.