

February 13, 2008

<b>DIRECTIVE:</b>	<b>JOB CORPS PROGRAM INSTRUCTION NO. 07-27</b>
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**TO:** ALL JOB CORPS NATIONAL OFFICE STAFF  
ALL JOB CORPS REGIONAL OFFICE STAFF  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS

**FROM:** ESTHER R. JOHNSON, Ed.D.  
National Director  
Office of Job Corps

**SUBJECT:** Energy Policy Act of 2005 and the Department of Labor Metering Initiative

1. Purpose. To inform the Job Corps community about the upcoming process to implement the use of advanced electric meters at contractor-operated centers in order to achieve compliance with the Energy Policy Act of 2005 (EPAAct 2005), Sec.103 (a).

2. Background. EPAAct 2005, Sec.103 (a), requires installation of meters and advanced electric meters on all federal buildings by the year 2012. The intent is to provide the necessary means to monitor energy consumption. The resulting data would provide the foundation to generate energy saving measures. The meters will have the capability to measure and record interval data (at least hourly for electricity). The meters will then communicate the data to a remote location in a format that can be easily integrated into an advanced metering system.

3. Scope. The requirement to implement the use of advanced electric meters to achieve compliance with EPAAct 2005, Sec. 103 (a), applies to all federally owned and/or operated sites. To view EPAAct 2005, go to [http://www.epa.gov/oust/fedlaws/publ\\_109-058.pdf](http://www.epa.gov/oust/fedlaws/publ_109-058.pdf).

4. Action. The Job Corps Data Center (JCDC) will be contacting each center to set up a time to come on center and install a data port in pre-selected mechanical/electrical rooms as determined by our Engineer Support Contractor PBDewberry (PBD). This will kick off Phase 1 of the Job Corps Metering Plan (see Attachment A, Metersmart Metering Schedule). Metersmart, which is under contract to install meters, will also be contacting centers to set up a date to visit your center and conduct a survey of the selected mechanical/electrical rooms. The surveys will be conducted for 2–3 days at your center in February or March to determine the electrical loads coming into the selected building, as well as where the electrical sub-meter will be located in conjunction with the current sub-panel.

During this phase, each center will need to provide access for Metersmart and JCDC personnel. Please ensure the necessary means to allow these workers access to the mechanical/electrical rooms. Also, please prepare the electrical and mechanical rooms for access. The rooms need to be cleared of storage and/or anything else that would obstruct the survey and installation process. (See Attachment B, List of Buildings Scheduled for Survey.)

PBD will keep all Center Directors informed of any changes that may occur. PBD will need each center to reply with a name and a current contact number of the person who will be available and responsible for having keys to open the necessary doors when JCDC and Metersmart personnel will be on center. **Please provide the necessary contact information to PBD staff listed below within 2 business days from receipt of this Program Instruction.**

Addressees are to ensure that this Program Instruction is distributed to appropriate staff.

5. Expiration Date. Until superseded.
6. Inquiries. Inquiries should be directed to the PBD staff in the following order:

Mark McCormic, Project Manager, at (703) 516-2293 or [mccormic.mark@dol.gov](mailto:mccormic.mark@dol.gov);  
Bob LoConte, Regional Project Manager, at (703) 516-2285;  
Shawn O'Neill, Facilities Director, at (703) 516-2229; or  
John Corley, Architect, at (703) 516-2265.

#### Attachments

- A – Metersmart Metering Schedule
- B – List of Buildings Scheduled for Survey