TIP SHEET
OFM LIFE CYCLE COST ANALYSIS TOOL

Step One: General Information Tab

- Project Name: Short Description of Code Proposal Content (*Valet Trash Appendix*)
- Address: Code Location (*IBC IFC Appendix O*)
- Company Name: SBCC IBC/IFC TAG
- User First Name: Self
- User Last Name: Self
- Contact Number: 360.972.4158 (*Dustin Curb, Managing Director #*)
- Contact Email: sbcc@des.wa.gov
- Key Variables: Check "User" Radio Button
- Base Year: 2024

Any field in the form not mentioned here should be left blank or unchanged.

Step Two: Baseline Input Tab input data for this tab using data from the current status of the section affected by the proposal.

Notes: Helpful notes are present within this document describing the different data points. To view them Click the "review" tab and then click the Notes drop down menu. Once there click "show all notes." This will toggle all notes on or off for viewing.

- Use Filter button at top left to bring up all fields available in document. Use "Select All"
- If your proposal has a line already filled select that line, otherwise choose "other." Place an X on the box directly to left of description.
- Use filter button to reduce report back down. Select only "1." Boxes marked with "x" will still be visible in the report generator.
- Does proposal require utility usage (Electricity or Gas?)
    - If so need to input utility costs for utility usage. (*Refence Methodology Sheet*)
    - Most IBC/IBC proposals will not need the utility usage metric to be considered.
- When making entries into the required fields continue to reference the Methodology Sheet. Some numbers will be generated from you the proponent.
    - # of units: Typically will be one. Increase if proposal will require more than one unit to capture requirement. (*This is proponent identified*)
    - Useful Life: Must be more than 2. (*This is proponent identified*)
    - Installed Cost: is the cost for installation or implementation. (*This is proponent identified*)
    - 1st Year Maintenance Cost: If there are annual requirements or the useful life is less than 2. Put the cost in this column.

Step Three: Alternative Input 1 input data for this tab using proposed changes data. This will show the changes in cost in the final report.

- Follow all of the same steps as **Step Two**, using data reflective of the changes resulting from the code proposal.