**Project Summary**

**Project:** [ project name]

|  |
| --- |
| Description: [short description]  |
| Location: [short description]  |
| [...]  |

**Responsible:** [name]

**Contacts:** E-mail: [email@domain.cy] Tel: [phone number]

**Start:** dd/mm/yyyy**End:** dd/mm/yyyy

**Budget (**CUR **): Total:** [...]

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| **Project Development Steps** |

* Step 1: Develop the scope of works
* Step 2: Design and documentation with a list of tasks and related skills.
* Step 3: Identifying and working with a SWH supplier/ contractor.
* Step 4: Piping infrastructure installation
* Step 5: Integrating the solar thermal installation with other construction processes
* Step 6: Product selection and installation.
* Step 7: Handover and tuition

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| **Scope of works** |

|  |  |
| --- | --- |
| * **What kind of building/site is to be developed/worked on?**
 |       |
| * **What type of heating application is required?**
 |  |
| * **Is it a new or an existing building?**
 |  |
| * **What is the existing/planned backup system?**
 |  |
| * **What is the main reason to include solar thermal?**
 |  |
| * **Should the building include a system or be “solar-ready”?**
 |  |

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| * **Expectation regarding the solar thermal system performance?**
 |

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| --- | --- | --- | --- | --- | --- | --- |
| + |  |  |  |  |  | - |
| ***Solar Fraction***(maximum energy covered by solar thermal) | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | ***System intensity***(system used to its maximum) |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| - | ***System integration aesthetics*** | + |

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| **Design and documentation** |

* **Characterisation of the system:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| *- Size:* | *m²* | *- Weight:* | *Kgs* | *- Orientation* |  | *- Tilt* |  |

|  |  |
| --- | --- |
| * **Preferred collector mounting?**
 |  |

* **Characterisation of HVAC:**

|  |  |  |  |
| --- | --- | --- | --- |
| *- Equipment:* |  | *- Location:* |  |

* **Location of amenities & meters:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| *- Water* |  | *- Gas* |  | *- Electricity* |  | *- Other* |  |

* **Heat storage:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *- Size:* | *m³* | *- Dimensions:* | *x* | *- Location:* |  |

* **Standards & certification:**

|  |  |
| --- | --- |
| * *Applicable technical standards*
 |  |
| * *Certification required:*
 | *Products:* |  | *Installation:* |  |

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| **Identifying and working with a SWH supplier/ contractor** |

* **Evaluation of the subcontractor:**

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| --- | --- | --- | --- |
| **Item** | **Relevance of item (%) [a]** | **Evaluation****1 (low) – 5 (high) [b]** | **Ponderation****[a] x [b]** |
| Necessary know-how for the task |    % |  |     |
| Experience with similar projects |    % |  |     |
| Possesses accreditation/certification |    % |  |     |
| Availability of work references |    % |  |     |
| Clear and thorough proposal |    % |  |     |
| Capacity to assist with regulatory requirements |    % |  |     |
| Clear estimation of system performance and energy costs |    % |  |     |
| *(other important requirements)* |    % |  |     |
| **Total score** |  |

*Note: recommended to evaluate at least three options*

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| **Piping infrastructure installation** |

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| --- | --- | --- | --- |
| * **Assessment of requirements for piping infrastructure:**
 | **Yes** | **No** | **N/a** |
| Building component strong enough to carry the weight of the collectors, mounting structures, fluids and wind loads (including negative wind loads, i.e uplifts) | [ ]  | [ ]  | [ ]  |
| Collectors does not obstruct access to other parts of the roof/building | [ ]  | [ ]  | [ ]  |
| Distance from the collector field to the potential place of the storage tank short enough (normally, no more than 20m) | [ ]  | [ ]  | [ ]  |
| Piping installation is not obstructed by physical/design constraints | [ ]  | [ ]  | [ ]  |
| Heating equipment room large enough to accommodate the storage tank | [ ]  | [ ]  | [ ]  |
| Floor strong enough to carry the weight of the tank and the fluid | [ ]  | [ ]  | [ ]  |
| Water store installed at the end of the works (does not imply on room/wall finalization) | [ ]  | [ ]  | [ ]  |
| Water store fits on accesses to the storage room without additional works | [ ]  | [ ]  | [ ]  |

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| **Integrating the solar thermal installation with other construction processes** |

* **Requirements and interfaces of solar system installation with regard to:**

|  |  |
| --- | --- |
| **Roofing works** |     |
| **HVAC installation** |     |
| **Façade works** |     |
| **Storage installation** |     |
| **Finishing works** |     |

* **Project milestones:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Description | Comments | Reference Date |
| M1 |       |       | dd/mm/yy |
| M2 |       |       | dd/mm/yy |
| M3 |       |       | dd/mm/yy |
| M4 |       |       | dd/mm/yy |
| … |       |       | dd/mm/yy |

*Comments:*

|  |
| --- |
| **Product selection and installation** |

* **Product requirements:**

|  |  |
| --- | --- |
| *- Collector type:* |  |
| *- System type:* |  |
| *- Preferred brand:* |       |
| *- Certification option:* |       |
| *- Aesthetics requirements:* |       |
| *- Constraints (space, exposure, etc.):* |       |

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| **Commissioning, monitoring and tuition** |

* **System handed over to building owner/user:**

|  |  |
| --- | --- |
| * *Responsible for the handover*
 |  |
| * *Documentation required regarding system and commissioning*

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|       |

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| --- | --- | --- | --- | --- | --- | --- |
| * *System parameters adjusted by:*

|  |  |  |
| --- | --- | --- |
| **Building owner/manager** | ***User*** | ***External expert*** |
| *
 | *
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