

Pedernales Electric Cooperative



Comprehensive Commercial Rebate Program Manual

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Program Description

Pedernales Electric Cooperative (PEC) offers rebate incentives to commercial members for the replacement of energy-efficient lighting and HVAC equipment. Members on all commercial rates may qualify for rebate incentives through PEC's Comprehensive Commercial Rebate Program for retrofit projects. To qualify for incentives, participants must meet all program eligibility criteria and satisfy all installation and documentation requirements. PEC's Comprehensive Commercial Rebate Program is subject to change at any time without prior notice.

Program Purpose & Information

According to the Department of Energy, lighting and space heating/cooling account for the majority of commercial-sector electricity consumption in the United States. Businesses have a great opportunity to reduce overhead costs by upgrading their lighting and HVAC equipment. With modern technology advancements, businesses can save energy and money without sacrificing comfort or lighting quality. Most lighting and HVAC upgrades can have relatively quick payback. PEC offers incentives to commercial members to accelerate the project payback for lighting upgrades.

The types of lighting technologies that are eligible for incentives through this program include the following:

- Light-Emitting Diode Fixtures (LED)
- Integral LED Lamps
- LED Tubes (TLED) replacing Linear Fluorescent Lamps
- Lighting Controls

The types of HVAC equipment that is eligible for incentives through this program include the following:

- Split or Packaged Air Conditioners (ACs) and Heat Pumps (HPs)
- Packaged Terminal Air Conditioners and Heat Pumps (PTAC/PTHPs)
- Room Air Conditioners (RACs)
- Computer Room Air Conditioners (CRAC)
- Air and Water-Cooled Variable Refrigerant Flow (VRF) AC/HPs
- Air and Water-Cooled Chilling Equipment (Chillers)

Custom lighting or HVAC projects (excluding new construction) may also be accepted through PEC's Commercial Comprehensive Rebate program. To be eligible to receive a rebate for a custom measure (any measure not listed above), the customer must submit an outline of the proposed technology, savings estimate, and detailed savings calculation methodology. These submittals are subject to review by PEC's implementation team to determine eligibility of the proposed technology. Custom projects must achieve a minimum of 10.0 kW peak demand savings. Custom program policies are subject to change at any time during the program year.

Rebate incentives are based on kilowatts (kW) of reduced summer or winter peak electricity demand and are calculated based on an estimated coincidence with the system peak by building or space type.

Specific incentive amounts are outlined in the Rebate Levels section.

Program Eligibility Criteria

A participant in PEC's Comprehensive Commercial Rebate Program must meet all of the following eligibility criteria to qualify for incentives:

1. Project site must be located within PEC's service area and receive electricity from PEC
2. Project must be completed during the current program year
3. Participant must submit a completed Comprehensive Commercial Rebate Program application (Excel workbook)
4. Proposed project must receive a preliminary approval prior to work beginning
5. Final Application must be received within 60 days of the work completion date and no later than the 10th business day of the subsequent new calendar year.
6. Proposed project must achieve a minimum peak demand reduction of 2.0 kilowatts (kW)

Installation Requirements

An eligible participant must ensure that all the following installation requirements are satisfied to receive incentives through PEC's Comprehensive Commercial Rebate Program:

1. Installation must be overseen by a licensed professional
2. Projects must satisfy all applicable local code requirements

Lighting Specific Installation Requirements:

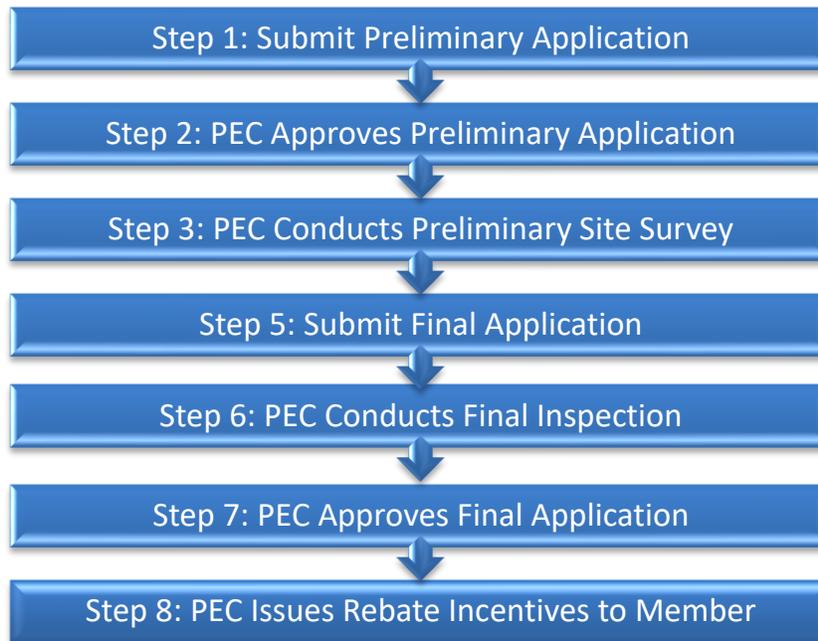
1. New LED products must be listed on the ENERGY STAR® or DesignLights™ Consortium Qualified Products lists
 - a. For more information, visit www.energystar.gov or www.designlights.org
 - b. Alternatively, independent lab testing reports (LM-79, LM-80, TM-21, ISTMT) may be submitted for utility review in lieu of this requirement
2. Exterior lighting products and fixtures must meet the International Dark-Sky Association (IDA) rating criteria.
 - a. For more information, visit www.darksky.org/outdoorlighting-29
3. Projects should follow Illuminating Engineering Society of North America (IESNA) recommendations for levels of lighting
 - a. For more information, visit www.ies.org
4. 90% or more of the lighting fixtures being replaced must be operational (retrofit projects only)
5. De-lamping of existing fixtures is not eligible for rebate

HVAC Specific Installation Requirements:

1. All components of the HVAC system must be new; no incentive will be paid for systems utilizing existing components
2. HVAC system must be AHRI certified. For more information about AHRI, visit <http://www.ahrinet.org/>. For more information on how to determine the AHRI reference number of an installed system, visit <http://www.ahridirectory.org/> or consult with your contractor.

Participation Process

Participating in PEC's Comprehensive Commercial Rebate Program is simple. The steps that are required to participate are outlined below.



Step 1: Participant Submits Preliminary Application

Prior to installing any equipment, the participant must complete and submit a Preliminary Application. The Preliminary Application informs PEC on the estimated demand reduction and incentives that the proposed project will achieve. To complete and submit the Preliminary Application, a participant will perform the following actions:

A) Fill Out Commercial Workbook(s)

The participant can start by downloading the Commercial Workbook for the measure(s) they will be completing from the PEC website at <https://www.pec.coop/savings/commercial-rebates/>. This workbook will require the participant to use Microsoft Excel. Instructions for filling out the workbook(s) are included in the first worksheet within each workbook. Participants may also contact PEC or PEC's representative, Frontier Energy, for assistance in filling out the workbook(s).

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The workbook automatically calculates the estimated demand reduction and incentives based on preliminary lighting equipment information. The participant will be required to provide the following types of information within Commercial Lighting Application Workbook:

- Participant Information (including PEC account number)
- Building Information
- Installer Information (if available)
- Existing Equipment Information
- Proposed Equipment Information
- Proposed Work Completion Date

B) Submit Preliminary Application

The participant will submit the Commercial Workbook(s) to PEC for review. The workbook can be updated during the Final Application stage.

The participant may submit their Commercial Workbook(s) online using the PEC application portal. Participants may also submit via e-mail to: ccp@peci.com

Step 2: PEC Approves Preliminary Application

If PEC determines that the proposed project meets all program requirements, then PEC will approve the Preliminary Application. This acts as an approval for the participant to move forward with the proposed installation.

Step 3: PEC Conducts Preliminary Site Survey

Upon receiving the Preliminary Application, PEC, or an authorized agent, may contact the participant to schedule a Preliminary Site Survey. The purpose of the survey will be to verify that the proposed measures and project size are reasonable.

Step 4: Participant Installs Equipment

Participant may move forward with the installation. It is necessary for the licensed professional or CEM to be aware of all program and installation requirements prior to performing the installation.

Step 5: Participant Submits Final Application

When the installation is complete, the participant will complete and submit their Final Application. To complete and submit the Final Application, a participant will perform the following actions:

A) Update Commercial Workbook(s)

The participant will update the Commercial Workbook(s) from their preliminary application. Any information that was unavailable during the preliminary application stage should be provided. Any installation information that has changed from what was proposed should be

updated. The participant should be sure to include the following information in their updated workbook:

- Installer Information
- Payee Information
- Actual Work Completion Date
- Updated Equipment Inventory

B) Gather Required Documentation

The participant will gather the following required documents to submit with their Final Application:

- Updated Commercial Workbook(s)
- Copy of Dated Contractor Invoice or Equipment Purchase Receipt
- Form W-9 for Payee (should match information on federal tax return)

C) Submit Final Application

The participant will submit the Final Application with all required documentation to PEC for review. The participant may submit the application online using the PEC application portal. Participants may also submit via e-mail to ccp@peci.com and dneumann@frontierenergy.com.

The completed Final Application must be received within 60 days of the work completion date and within 10 business days of the subsequent new calendar year.

Final Applications will not be processed without all required documents.

Step 6: PEC Conducts Final Inspection

Upon receiving the Final Application, PEC will contact the participant to schedule a Final Inspection. The purpose of the inspection will be to verify the installation and inventory information reported within the Final Application. PEC will verify the equipment information that was reported within the Final Application.

Step 7: PEC Approves Final Application

If PEC determines that the completed project meets all program requirements, then PEC will approve the Final Application.

Step 8: PEC Issues Rebate Incentives

If the Final Application is approved, then PEC will issue an incentive check to the PEC member within three to five weeks. The check cannot be issued to any third-party contractor or implementer even if they have received a signed statement of authorization from the PEC member. PEC members may choose to release program incentives to a third-party at their discretion once the rebate process has completed.

Note that the work completion date will determine which rebate structure will be applied to the Approved Final Application.

Required Documents

All required documents must be received within 60 days of the installation date. All required documents can be downloaded from the PEC Energy Efficiency website. Participants may also call PEC to request a copy of the required documents. Participants must submit the following documents to PEC:

- Copy of recent (within the last 12 months) PEC bill (Preliminary Application stage)
- Initial commercial workbook(s) (Preliminary Application stage)
- Updated commercial workbook(s) (Final Application stage)
- Signed application with final savings and incentive amounts (Final Application stage)
- Copy of dated contractor invoice for materials and/or labor (Final Application stage)
- Letter of authorization from PEC member specifying approved mailing address if different from mailing address specified on PEC account (Final Application stage)
- Form W-9 for PEC Member (Final Application Stage)

Rebate Levels

The current Commercial Comprehensive Rebate Program incentive levels are as follows:

Lighting	HVAC	Custom
\$300/kW	\$300/kW	\$250/kW

Commercial installations completed within a given calendar year that meet that year's Comprehensive Commercial Rebate Program installation requirements will be paid under that calendar year's incentive structure.

A commercial site may only receive a maximum incentive of \$7,500 per measure type (up to \$15,000 per project site). All rebate incentives are provided on a first-come, first-served basis and are only available while funds last. Incentives will only be paid up to the amount of the customer investment. Rebate levels are subject to change at any time without prior notice.