

Custom

a BGE Smart Energy Savers ProgramSM



APPLICATION

Date of Application	Expected Completion Date
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I. CUSTOMER INFORMATION

Company Name - BW and DD version			Contact Person			Federal Tax ID Number		
Street Address (facility)					Electric Account Number (required, if applicable)			
City	State	Zip	Customer Telephone ()	Customer FAX ()	Email			
Company Mailing Address (if different than above)			City		State	Zip		

II. BUSINESS TYPE WHERE EQUIPMENT IS INSTALLED

Office
 Retail
 School
 University
 Religious Facility
 Grocery
 Restaurant
 Lodging
 Industrial Processing
 Warehouse
 Health Facility
 Multifamily
 Other _____

III. PROJECT TYPE

New Building
 Equipment Replacement
 Expansion
 Renovation
 Other _____
 Square footage covered by application: _____

IV. CONTRACTOR/VENDOR INFORMATION

Company Name			Contact Person/Title					
Company Address								
City	State	Zip	Vendor Telephone ()	Email				

V. CUSTOMER ACKNOWLEDGEMENT

Payment to: <input type="checkbox"/> Customer <input type="checkbox"/> Contractor	Payee Federal Tax ID Number	Incorporated? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Exempt
<input type="checkbox"/> I have read the Terms and Conditions and I certify that the equipment listed in this form has been installed to my satisfaction.		
Customer Name/Title		
Customer Signature		Date

ADMINISTRATIVE USE ONLY

Project ID Number		Program Rep.
Measure Code (s)	Measure Description (s)	
Date Received	Date Input	Inspection Required
Program Manager Approval		Date Approved

Please submit for review via one of the following:
 Fax to 410-290-0861, email to Business@BGESmartEnergy.com,
 Mail to BGE Smart Energy Savers ProgramSM, c/o ICF International, 7125 Thomas Edison Drive, Suite 100, Columbia, MD 21046

VI. CUSTOM APPLICATION PROCESS

1. All applications for incentives under the Custom application require thorough and complete documentation of the proposed cost and projected electric usage and savings.
2. Before beginning the application process, the Customer or their contractor should check with a BGE Energy Solutions Representative to determine the eligibility of the proposed project and to establish requirements for detailed savings projections and cost estimates. This information must be submitted to BGE for review and evaluation of potential incentives. Please contact us at 410-290-1202 or email us at Business@BGESmartEnergy.com.
3. If a project consists of multiple Custom measures, Sections VIII, IX and X must be completed for each proposed energy conservation measure. These Sections are intended to provide a summary of each individual measure with supporting documentation attached as appropriate.
4. Based on the information contained in this Custom application and other information submitted during the application review process, BGE will develop a Minimum Requirements Document (MRD) specifying project specific incentive offer conditions such as milestones, equipment efficiency and operational requirements along with any additional required documentation. The Customer will be required to sign and return the MRD to BGE as a condition of application approval.
5. After successful review and project approval, BGE will notify Customer in writing of the project approval, the incentive value and the Terms & Conditions required to receive final incentive payment.

VII. CUSTOM SPECIFICATIONS

The Custom application must be used for all energy efficiency measures that are not covered by the prescriptive applications. Custom applications require supporting documentation on equipment performance and calculations documenting the energy and demand savings that are expected to result from each measure. This information typically includes performance data for the existing or base case equipment and the energy efficiency equipment proposed as well as the operating load profiles that the equipment operates under. This includes:

Project Overview: Provide a brief overview of the proposed project. Include a basic description of the facility and its function, location of affected equipment, and typical facility operation hours.

Existing System or Base Case Description: For retrofit projects, describe the existing system or equipment that will be modified under this application and state how the current system is operating. For new construction or end of life replacement projects, applications should provide information for the base-efficiency system or equipment. This should include:

- Detailed description of the affected equipment including system capacity, age, loads profiles, capacity, production rate and hours of operation.
- Number of existing units.
- Manufacturer data sheets with equipment performance ratings (BHP, CFM, PSI, kW, Efficiency rating, U-value, etc.). Provide nameplate data if manufacturer data sheets are unavailable.
- Part-load performance data (where applicable).
- Description of controls and sequence of operations.

Proposed System Description: Describe the measures that are proposed in detail. Include:

- Detailed description of high-efficiency system or equipment and operating conditions.
- Manufacturer data sheets for the materials or performance ratings for equipment being installed (BHP, CFM, PSI, kW, Efficiency rating, U-value, etc.).
- Description of controls and sequence of operations.
- One line diagrams (where applicable).

Cost Estimates: For retrofit projects provide a detailed cost breakdown associated with the project including written proposals from vendors and contractors or itemized estimates of components from up-to-date estimating manuals. For new construction or end of life replacement projects, include cost data for base and high-efficiency systems or equipment.

Energy Impacts: Include a measure-by-measure summary of the calculated energy and demand savings associated with the project. Clearly indicate all assumptions and variables used in the analysis. This includes all engineering formulas and documentation of all the factors, values and assumptions used in the formulas (Microsoft Excel® spreadsheet preferred).

In cases where energy modeling is used to determine savings, approved modeling software must be used. Input and output data from the model must be provided.

Show calculations used to determine baseline and proposed estimated electricity usage including:

- Energy (kWh) consumption for the four time periods
- Summer peak demand (kW)
- Summer PJM average peak demand (kW)

VIII. PROJECT SUMMARY

Attach project study including energy savings information and costs for each energy conservation measure. Briefly describe the project below.

Project Overview

Existing System or Base Case Description

Proposed System Description

IX. COST ESTIMATES

Provide back-up documentation for all material and labor costs, broken down by major pieces of equipment and project components. Sales tax may not be included. Adjust for salvage/resale value of equipment being replaced. Enter summarized costs in the table below.

Measure	Baseline Costs	Proposed Costs
Estimated Material Cost		
Estimated Labor Cost		
Estimated Total Cost		

X. ENERGY IMPACTS

Please provide estimated annualized energy (kWh) usage and demand (kW) for each of the time periods listed below. Attach full documentation supporting energy and demand estimates. When a computer model is used for energy and demand calculations, please provide a complete description of input conditions for baseline and efficient states in addition to model outputs for both states.

Estimated Energy Consumption					Estimated Peak Demand				
Time Period	Definition	Baseline (kWh)	Proposed (kWh)	Reduction (kWh)	Time Period	Definition	Baseline (kW)	Proposed (kW)	Reduction (kW)
Summer Peak	June- September 7am -11pm, M-F, Non-Holiday				Summer	June – September, 2pm – 6pm, M-F, Non-Holiday			
Summer Off-Peak	June- September All Other Hours				Estimated PJM Average Demand				
Non-Summer Peak	October – May 7am-11pm, M-F Non-Holiday				Time Period	Definition	Baseline (kW)	Proposed (kW)	Reduction (kW)
Non-Summer Off-Peak	October – May All Other Hours				Summer	June – August 2pm – 6pm, M-F, Non-Holiday			

XI. TERMS & CONDITIONS

Pre-approval from BGE will be required in all Custom Program projects

1. **Incentive Offer:** This application covers products purchased and installed after May 18, 2009. The incentive offer is not retroactive for products purchased or installed prior to May 18, 2009. Projects must be completed by the date listed on the pre approval notification letter (within 180 calendar days of project pre approval for retrofit projects and 1 year of pre approval for new construction projects).
2. **Eligibility:** Incentives are available to industrial, commercial, government and institutional electric service customers. Equipment must be installed in the BGE service territory.
3. **Approval and Verification:** Pre-approval from BGE will be required on all custom measures. All projects may also require pre-inspection. BGE reserves the right to verify sales transaction and to have reasonable access to your facility, to inspect the energy savings measures installed under this Initiative, prior to issuing incentives, or at a later time. BGE reserves the right, for any reasons, to stop pre-approving energy savings measures at any time without notice. In particular, BGE is not obligated to pre-approve any application for an incentive that may result in BGE exceeding its program budget.
4. **Proof of Purchase:** This application must have complete information and be submitted with an invoice itemizing the new equipment purchased. The invoice must indicate the date of purchase, the size, type, make, model, serial number, part number and/or equipment manufacturer specification sheets. The signed application must be returned to ICF International, 7125 Thomas Edison Dr., Suite #100, Columbia, MD 21406.
5. **Compliance:** All projects must comply with all federal, state and local codes. All equipment must be new. Used or rebuilt equipment is not eligible for incentives. Existing equipment must be removed and disposed in a proper and legal manner. BGE encourages that equipment is disposed of and/or recycled in an environmentally friendly manner. Equipment must meet specification requirements and be purchased and operating prior to submitting the application form. Only one incentive will be granted for each project. Incentives granted to contractors, distributors or other market providers cannot also be claimed by end-use customers.
6. **Payment:** Once completed paperwork is submitted, incentive payments will be made within an estimated 4-6 weeks. Incomplete applications will be returned. The customer may assign the incentive payment to a qualified contractor (if allowed). The benefits/payments conferred upon the Customer or their designated contractor through participation in this program may be taxable by the federal, state, and local government. The Customer or their designated contractor is responsible for declaring and paying all such taxes.
7. **Inspection:** BGE staff or their representatives may conduct an inspection of the facility to survey the installed projects.
8. **Publicity:** BGE reserves the right to publicize your participation in this program.
9. **BGE/Program Logo:** Customers or market providers may not use the BGE or Program name or logo in any marketing, advertising, or promotional materials without BGE's prior written permission.
10. **Disclaimers:** BGE does not endorse any particular market provider, manufacturer, product, labor or system design by offering this program; will not be responsible for any tax liability imposed on a Customer as a result of the payment of incentives; does not expressly or implicitly warrant the performance of installed equipment or contractor's quality of work (contact your contractor for detailed warranties); is not responsible for proper and legal disposal/recycling of any waste generated as a result of this project; and is not liable for any damage caused by the installation of the equipment or for any damage caused by the malfunction of the installed equipment.
11. **Verification:** Any customer receiving an incentive check may be contacted by an evaluator to verify service/equipment installation or be asked to complete a written, oral or electronic customer survey.
12. **Application Does Not Entitle Customer to Participate:** The program described in this application may be altered, suspended, or canceled by BGE at any time without prior notice. Under such circumstances, the Customer is not entitled to any program benefits in excess of those approved prior to such action by BGE. Submission of a completed application does not entitle the Customer to program participation. Entitlement to program participation can only occur after BGE has signed a copy of the application and granted pre-approval if required by BGE.
13. **Removal of Equipment:** The Customer agrees, as a condition of participation in the program, to remove and dispose of the equipment being replaced by the energy savings measures in accordance with all legal requirements. The Customer agrees to not install any of this equipment in the BGE service territory.
14. **Changes to the Program:** BGE may change the program and the Terms & Conditions at any time without notice. Pre-approved applications, however, will be processed to completion under the Terms & Conditions in effect at the time of the pre-approval by BGE.
15. **No Warranties:** BGE does not endorse, guarantee, or warrant any particular manufacturer or product and BGE provides no warranties, expressed or implied, for any products or services. The Customer's reliance on warranties is limited to any warranties that may arise from, or be provided by contractors, vendors, etc. The Customer acknowledges that neither BGE nor any of its consultants are responsible for assuring the design, engineering and construction of the Facility or installation of the energy savings measures is proper or complies with any particular laws (including patent laws), codes, or industry standards. BGE DOES NOT MAKE ANY REPRESENTATIONS OF ANY KIND REGARDING THE RESULTS TO BE ACHIEVED BY THE ENERGY SAVINGS MEASURES OR THE ADEQUACY OR SAFETY OF SUCH MEASURES, INCLUDING BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
16. **Limitation of Liability:** BGE's sole liability is limited to paying the properly qualified incentives specified herein. Neither BGE nor any of its affiliates shall be liable to the Customer or any other party for any indirect, consequential or incidental damages, regardless of the theory of recovery, caused by or arising from any activities associated with this program.
17. **Vendor Selection:** BGE acknowledges that the Customer may select any vendor or contractor to perform the work contemplated by this Application, even after the Application is submitted for pre-approval by BGE. Notwithstanding the foregoing, the Customer acknowledges that BGE has the right to prohibit specific vendors or contractors from program participation for any reason or no reason.
18. **Obligations between the Parties:** Customer acknowledges that any contractor selected by the Customer is not an agent, contractor or subcontractor of BGE. BGE shall have no obligation to maintain, remove or perform any work whatsoever on the energy savings measures installed. BGE shall have no liability for contractor's failure to perform, for failure of the energy savings measures to function, for any damage to the Customer's premises caused by the contractor or for any and all damages to property or injuries to persons caused by the energy savings measures.
19. **Energy Benefits:** BGE is entitled to 100% of the energy benefits associated with the energy savings measures, excluding the value of energy cost savings realized by the Customer, but including all rights to all associated PJM Energy, Capacity and Reserves Products, and the Customers agrees to provide BGE with such further documentation as the BGE may request to confirm BGE's ownership of such benefits and products.
20. **Owner's Certification:** Owner certifies that he/she has purchased and installed the equipment listed above at the defined location. Owner agrees that all information is true and that he/she has conformed to all Initiative and equipment requirements listed. Owner has verified that the units listed above have been installed correctly. Owner or owner's representative has been instructed on how to operate and maintain this equipment and has received all necessary operation and maintenance manuals.