

Lighting Efficiency

LIGHTING REDESIGN STUDY PREAPPROVAL

Customer Information

Customer name _____ Date submitted _____

Billing address _____ City _____ State _____ ZIP _____

Building address (if different) _____ City _____ State _____ ZIP _____

Contact person (print) _____ Phone _____ Fax _____

Xcel Energy premise number (Elec)

Contact person e-mail* _____

* By providing your e-mail address, you are granting Xcel Energy permission to send further e-mails regarding our programs and services.

Lighting Consultant Information

Firm performing study (consulting firm) _____

Firm address _____ City _____ State _____ ZIP _____

Lighting Certified (LC) professional, International Association of Lighting Designers (IALD) member or Certified Lighting Efficiency Professional (CLEP) performing study (print) _____

Xcel Energy Funding

Xcel Energy will provide a study rebate for studies to help customers identify and implement energy-saving lighting redesign opportunities. Xcel Energy will rebate up to 75 percent of the cost of the Study, not to exceed \$25,000. In order to receive a rebate, the study must be preapproved and a study rebate form must be submitted no later than 3 months after study completion. (Please refer to "Terms and Responsibilities.") To obtain Xcel Energy rebate approval for a study, a customer and the selected firm should complete this form and attach a proposal addressed to the customer. (Please refer to "Proposal Requirements" section.) Note: The Xcel Energy Funding Authorization section of the application must be signed prior to initiation of a Study to qualify for Xcel Energy study rebate. The Study is limited to the evaluation of a potential energy impact lighting redesign project(s). The customer may expand the study scope to include other project-related work.

Estimated Energy Use Potential

Xcel Energy realizes that one of the principal outcomes of the Study will be an estimate of the energy use and savings obtained from a proposed project. However, Xcel Energy requires some preliminary information about the energy use potential prior to approval of the Study to be able to assess the value of the Study itself.

Existing peak electric demand of areas being studied _____ kW

Existing annual electricity consumption of areas being studied _____ kWh

Estimated Energy Impact Potential of the Proposed Project Scope

Electric Peak Demand _____ % Increase/decrease

Electricity consumption _____ % Increase/decrease

How to Apply & Proposal Requirements

1. Fill out pages 1 and 2 of this application.
2. Attach a brief 1-2 page Customer Proposal that addresses the following items:
 - A brief description of the facility that will be investigated
 - What system(s) does the customer have now?
 - What are the customers concerns or issues?
 - What are the feasible alternatives and/or study tasks?
3. Submit the completed and signed rebate application, customer proposal and other applicable information, to your Xcel Energy Account Manager (if applicable), or send by email to: **energyefficiency@xcelenergy.com** (preferred), or fax to: 1-800-311-0050, or mail to: Xcel Energy, Energy Efficiency Specialists, Business Solutions Center, P.O. Box 8, Eau Claire, WI 54702.

Customer's Declaration

The information in this application is accurate and complete. The "Terms and Responsibilities" section of this application has been read, understood, and agreed upon.

(Customer name) _____ agrees to pay the full cost of the Study, after Xcel Energy has approved the final report, and is fully responsible for supervising and directing the consultant in the performance of the Study. We understand that if Xcel Energy does not approve the final report submitted by the consultant, that Xcel Energy will not provide the customer a study rebate.

Signature _____ Date _____

Name (please print) _____ Title _____

Lighting Consultant Declaration

(Consulting firm's name) _____ will produce a study according to the Study Workscope section of the application or as revised according to the attached amendments and has read, understood, and agreed to the "Terms and Responsibilities" section of this application. We also do not expect customer payment until Xcel Energy has approved the final report submitted by us. The cost for performing the Study will not exceed \$ _____

Signature _____ Date _____ Phone _____

Name (please print) _____ Title _____ Fax _____

E-mail* _____

* By providing your e-mail address, you are granting Xcel Energy permission to send further e-mails regarding our programs and services.

Xcel Energy Representative

Xcel Energy representative signature _____

Phone _____ Date _____

Xcel Energy Study Rebate Authorization

Xcel Energy agrees to fund this project up to \$ _____. The customer is responsible for paying the balance of the Study cost.

Authorized by (product portfolio manager) _____ Date _____

Authorized by (technical consultant) _____ Date _____

Upon Study Completion

Once the Study is complete, the consultant should forward a draft of the Study to: **Xcel Energy, Energy Efficiency Marketing, 1800 Larimer St., Suite 1500, Denver, CO 80202**. Upon approval of the Study (meeting the "Terms and Responsibilities"), the consultant should send a final copy of the Study to the customer, along with the invoice, and to the Xcel Energy representative. Once the Study has been presented to the customer, the customer should fill out the Study Rebate form and submit to the above address.

Terms and Responsibilities

1. Study Rebates available to Xcel Energy electricity business customers in Colorado.
2. Individuals with demonstrable experience as approved by Xcel Energy, appropriate to the type of Study being performed must be responsible for conducting the Study. This person must be a Lighting Certified (LC) professional, a Certified Lighting Efficiency Professional (CLEP) or an International Association of Lighting Designers (IALD) member.
3. The consulting firm performing this Study must do so with impartiality towards equipment suppliers, distributors, and all equipment or product brand names.
4. The Study must be performed according to the Study Workscope Section of this application.
5. Xcel Energy makes no warranties regarding the Study. All such warranties are between the consulting firm and the customer. Rebate qualifications do not imply any representation or warranty of the Study by Xcel Energy.
6. Xcel Energy's decision relating to customer eligibility for the Study or other issues will be final and binding for all parties.
7. The customer shall be responsible for directing the work of the consultant or the contractor; at no time shall the consultant or contractor be considered an agent, employee, or a contractor of Xcel Energy.
8. The Xcel Energy Funding Authorization section of this application must be signed prior to initiation of the Study.
9. Study approval is required in order for a customer to participate in the implementation phase of the program, regardless of vendor fees or study funding levels.
10. The Study must be completed within three (3) months of the Xcel Energy Funding Authorization Date.
11. Xcel Energy reserves the right to accept or reject any application, Study, or portion thereof.

Study Workscope: Business Case Justification

Requirements: The purpose of the Study is to provide a customer with the necessary business case justification to implement the energy-saving opportunity.

A. Executive summary

The report will include a summary sheet briefly describing the purpose of the Study, existing conditions, and options considered.

B. Introduction

In addition, the report will contain an introduction section consisting of customer information and an Xcel Energy (Company) disclaimer.

C. Study summary

A Lighting Certified professional, a Certified Lighting Efficiency Professional or an International Association of Lighting Designers (IALD) member will fill out the summary spreadsheet (i.e. material and/or format provided by Company) of capital costs, energy reduction in kilowatts, kilowatt hours, footcandle levels and rebate amounts where applicable.

D. Project description

The following will be provided for retrofit opportunities:

- Description of existing equipment, including sketches, drawings, photos as necessary to explain and describe the project; and
- Explanation of how the proposed project will modify the plant process or building.

The following will be provided for facility upgrade situations:

- Description of the proposed energy alternative(s);
- Description of upgrade and how the different energy alternatives will affect operation and function;
- Description, sketches or drawings as necessary to explain and describe the energy.

E. Energy estimate

The following energy-use calculations and calculated estimates will be provided with regard to the project scope of work:

- A calculated estimate of annual electric energy use in kWh, monthly maximum demand in kW.
- A calculated estimate of annual electricity reduction in use and cost, based on the rate Schedule most appropriate for the customer. Request rate information from the customer's Company account representative.
- Indication of how estimate data was derived (e.g., theoretical calculations, field measurements, manufacturer's data, etc.)
- An estimate of project life in years.

F. Non-energy project impacts

- The Study will estimate other quantifiable benefits and costs to implement the potential energy project, such as impact on production or building function levels, operating and maintenance costs, and plant reliability. Positive and negative impacts will be considered.
- The Study also will provide an indication of project impacts that may be difficult to quantify, such as safety and environmental considerations and product quality.

G. Project costs/vendor quotations

Estimated and/or vendor quotations of the incremental project costs will be provided. This will involve a category breakdown of the major pieces of equipment to be installed, removed or replaced, subdivided into internal customer labor, external contractor labor, additional engineering, and equipment component costs. Also, any incremental operating and maintenance costs compared to the existing process or equipment operation should be identified.

H. Financial analysis

The Study will include a financial analysis according to criteria established by the customer (i.e. payback requirements, return on investment requirements). Xcel Energy's Summary Sheet, to be filled out with all studies, will calculate simple paybacks and applicable lighting redesign rebates. This analysis takes into consideration all energy and non-energy project costs and benefits including applicable Company prescriptive rebate amounts. If the Customer has no preference, then Simple Payback should be used.

I. Implementation

The Study is designed to provide Business Case justification and sufficient information to proceed with implementation.

J. Efficiency controls

If applicable, Energy Management Systems rebates preapproved through a Lighting Efficiency redesign study must result in costs within 10 percent of original cost estimate. If final costs are outside of this percentage, we will reanalyze the estimated rebate.