



Recommissioning

Investigator application

Thank you for your interest in our Recommissioning program. Please complete this form and provide the requested documents if you are interested in completing a Recommissioning study through our program. Once this information is received, we will review it and set up a meeting with you to discuss the Recommissioning program rules and requirements. For more information about our program, please visit xcelenergy.com/Recomm or visit our trade partners page at xcelenergy.com/TradePartners.

Investigator information

Name _____ Title _____

Engineering firm or company name _____

Address _____ City _____ State _____ ZIP _____

Phone _____ Email* _____

*By providing your email address, you are granting Xcel Energy permission to send further emails regarding our programs and services.

Approximate number of Recommissioning studies you have completed in the past: _____

Approximate number of energy audits you have completed in the past: _____

Are you a registered professional engineer? Yes No

I have experience in investigating the following measures (please check all that apply):

- | | |
|--|--|
| AHU Air Leak Reduction | Condenser Water Supply Temperature Setpoint Adjustment/Reset |
| AHU Coil Cleaning | Eliminate Simultaneous Heating and Cooling |
| AHU Optimize Economizer | Heating Water Supply Temperature Setpoint Adjustment/Reset |
| AHU Outside Air Reduction | Lighting or Equipment Run Time Reduction |
| AHU Run Time Reduction | Unoccupied Setback |
| AHU Supply Air Static Pressure Reduction | Pump Total Dynamic Head Reduction |
| AHU Supply Air Temperature Reset | Pump Differential Pressure Setpoint Adjust/Reset |
| AHU VAV Minimum Flow Reduction | Pump Minimum Flow Reduction |
| Chilled Water Supply Temperature Setpoint Adjustment/Reset | Damper Repair and Position Adjustment |

Signature _____ Date _____

The undersigned agrees to adhere to rules and requirements of the Recommissioning program as outlined on the Recommissioning Program Study Preapproval Application.

After you have completed the information above, please submit the following to Xcel Energy:

1. Completed investigator application
2. Sample energy savings calculation* for AHU Run Time Reduction**
3. Sample energy savings calculation* for AHU Outside Air Reduction**
4. Sample Recommissioning study

*Please use Microsoft Excel for calculations you provide for items 2 and 3 in an unlocked file.

** Calculations are required to be bin based and should not use simplifying assumptions.

In MN, submit this information to: **Taylor Thelemann, 414 Nicollet Mall (401-6), Minneapolis, MN 55401** or Taylor.J.Thelemann@xcelenergy.com

In CO, submit this information to: **Bob Macauley, 1800 Larimer, Suite 1500, Denver, CO 80202** or robert.macauley@xcelenergy.com

Terms and responsibilities

- Individuals with demonstrable experience, appropriate to the type of study being performed must be responsible for conducting the investigation.
- 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 contractor of Xcel Energy.
- Xcel Energy reserves the right to accept or reject any application, study or portion thereof.
- The individuals performing studies must do so with impartiality towards equipment suppliers, distributors and all equipment or product brand names.
- The Xcel Energy funding authorization must be signed prior to initiation of the study.