

# Energy Audits & Assessments

## START HERE TO SAVE YOUR BUSINESS MONEY AND ENERGY

Xcel Energy offers energy audits and assessments to meet the specific wants and needs of your business. Please select one of our energy audit options or one of our additional energy assessments and follow the instructions listed below to get started. If you have questions about our rebate programs or need help completing this application, please contact 1-855-839-8862.

### Energy Audits - Choose One

To schedule an energy audit, please select one of the two energy audits listed below and complete this application.

**Energy Analysis on-site energy audit** – Xcel Energy sends an energy advisor to your facility to conduct a comprehensive on-site energy audit, which is a comprehensive audit of your facility's lighting, heating, cooling, and motors and drives equipment. You receive a detailed report including energy conservation opportunities and the associated cost, savings, payback and available rebates. Available to electric and gas customers in Colorado. Select your building size below.

- \$125 – building size <50,000 square feet
- \$250 – building size 50,000–150,000 square feet
- \$500 – building size >150,000 square feet

**Recommissioning Small Building Tune-Up audit** – Xcel Energy sends an energy advisor to your facility to conduct a Building Tune-Up audit, which is an audit of your facility's existing systems. You receive a detailed report identifying low- and no-cost measures. Available to electric and gas customers in Colorado with buildings 5,000–75,000 square feet. Select your building size below.\*

- \$250 – building size 5,000–25,000 square feet
- \$500 – building size 25,001–50,000 square feet
- \$1,000 – building size 50,001–75,000 square feet

\*Please note that an additional fee of \$1,000 may apply if your building requires trend data gathering, analysis and functional testing. Ask your Xcel Energy representative for details.

### Additional Energy Assessments (no application required)

To schedule an energy assessment, call the number listed for the assessment of your choice. Do not complete this application.

**Small Business Lighting assessment** – Xcel Energy sends an energy advisor to your facility to conduct an assessment of your facility's lighting equipment. Available to electric customers in Colorado with <400 kW annual peak demand. Get started by contacting 1-877-287-2250.

**Commercial Refrigeration Efficiency assessment** – Xcel Energy sends an energy advisor to your facility to conduct an assessment of your facility's refrigeration equipment. Available to electric customers in Colorado with refrigeration equipment. Get started by contacting 1-855-671-5997.

### Business Customer Information

Company name: \_\_\_\_\_

Service address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Mailing address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
(If different from service address)

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Email\*: \_\_\_\_\_

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

Company premises number (from your Xcel Energy utility bill): \_\_\_\_\_

Type of service provided by Xcel Energy:                      Electric                      Natural gas                      Both electric and natural gas

**For multiple buildings, please complete an application for each. Separate buildings will have separate audits.**

**Building Information****Building size (square feet):** \_\_\_\_\_**Type of building:**

Office	Retail	School	Church	Hospital	Restaurant
Hotel	Warehouse	Manufacturing	Other (please explain): _____		

**Does your company own or lease the building?**    Own    Lease

If leased, please provide the property manager's contact information:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**The building's heating system is:**

Steam/hot water	Electric	Gas
N/A (no heating system)	Other (please explain): _____	

**The building's cooling system is:**

Chilled water	Direct expansion - rooftop units	Direct expansion - split system (separate indoor and outdoor coils)
Both chilled water & direct expansion	N/A (no cooling system)	
Other (please explain): _____		

**Does the building use a central plant system?**    Yes    No**Does the building use an Energy Management System (EMS)?**    Yes    No

If yes, please complete the following:

(1) Is the EMS capable of trending and storing data for numerous points simultaneously?    Yes    No

(2) Please list the facility components – cooling equipment, lights, etc. – that are controlled by the EMS: \_\_\_\_\_

**Is the purpose of this energy audit to improve your building's Energy Star® score?**    Yes    No**Does your company work with a preferred contractor?**    Yes    No

If yes, please provide the contractor's contact information:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

The information in this application is accurate and complete. I have read, understand, and agree to the Terms and Conditions section of this application (on page 3). I understand that Xcel Energy will bill me the applicable audit price on my Xcel Energy utility bill after Xcel Energy has approved the final audit report. I authorize Xcel Energy to provide customer data, including utility account information and energy usage data, and any other information necessary, to the energy advisor for the purposes of providing services and support under the program.

**Customer signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Today's Date:** \_\_\_\_\_

A key element of completing an audit is obtaining competitive bids from qualified contractors. Xcel Energy can help connect you with these contractors. Please sign below if you would like this assistance and we will provide two contractors with your contact information and a copy of your audit report.

**Customer signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Today's Date:** \_\_\_\_\_

**Please send this completed application to [energyefficiency@xcelenergy.com](mailto:energyefficiency@xcelenergy.com)  
or Energy Efficiency Specialists, Business Solutions Center, Xcel Energy, P.O. Box 8, Eau Claire, WI 54702-0008**

**Terms and Conditions**

- On-site audits are available to Xcel Energy business customers (electric and/or natural gas customers).
  - a. Xcel Energy has contracted and authorized a vendor ("Energy Advisor") to perform on-site audits and/or implement approved low- and no-cost measures at customer facilities for the on-site audit programs (collectively referred to as "Programs").
  - b. To support identification and implementation of energy efficiency measures, customer shall provide Xcel Energy and Energy Advisor access to and egress from the facility during normal business hours. In the case of a leased facility, customer certifies that customer has obtained appropriate permission from the building owner, including the permission to make systematic and equipment changes that may result in energy efficiencies. Customer shall provide additional information relating to the facilities, systems, and equipment, as requested by Xcel Energy or Energy Advisor.
- The customer acknowledges that participation in the Programs is voluntary. Xcel Energy is not liable for any damage caused by the operation or malfunction of the installed equipment or measures taken. Xcel Energy does not guarantee that a specific level of energy or cost savings will result from any measures taken or products funded under these programs. Xcel Energy makes no warranties, expressed or implied, with respect to the measures suggested, equipment, operation, material, workmanship or manufacturing associated with these Programs.
- The Programs' reports may identify energy efficiency measures eligible for incentives under other Xcel Energy Programs ("Other Measures"). Customer is solely responsible for the selection of a third party service provider ("Service Provider") to complete the installation and implementation of any Other Measures. Customer acknowledges that any Service Provider selected by the customer is not an agent, contractor or subcontractor of Xcel Energy or Energy Advisor. Responsibility for delivery and workmanship related to any equipment or services the customer procures with a customer selected Service Provider exclusively rests with the Service Provider. Xcel Energy and Energy Advisor assume no responsibility for oversight of contractor services or for any claims the customer might have against the Service Provider, the manufacturer, the retailer or the vendor with regard to the Other Measures implemented. Customer is encouraged to negotiate product warranties and appropriate insurance coverage with their selected Service Provider.
- Customers must submit documentation to Xcel Energy when measures have been implemented.
- Xcel Energy shall not be responsible for any tax liability imposed on the customer as a result of the payment of rebates.
- Xcel Energy is not responsible for the proper disposal/recycling of any waste generated as a result of a customer project.
- Xcel Energy's conservation rebate programs are subject to 60 days notice of cancellation. The customer and contractor are responsible for contacting an energy efficiency specialist to determine whether these programs are still in effect and to verify program parameters. Call 1-855-839-8862 or email [energyefficiency@xcelenergy.com](mailto:energyefficiency@xcelenergy.com).

**XCEL ENERGY INTERNAL USE ONLY - DO NOT WRITE IN THIS SPACE****Xcel Energy Representative**

Account Manager: \_\_\_\_\_  
(please include name, phone, email)

BSC: \_\_\_\_\_  
(please include name, phone, email)

Customer's kW annual peak demand: \_\_\_\_\_

Customer's DSM participation history (please include program name and year): \_\_\_\_\_

**Customer's region (SELECT ONE)**

- Region 1: Denver-Boulder Region (Front Range and Denver Metro Divisions)
- Region 2: Northern CO (Fort Collins/Greeley)
- Region 3: Northeast CO (Brush/Sterling)
- Region 4: Mountain Division
- Region 5: San Luis Valley Division
- Region 6: Western Division