

COMMERCIAL, INDUSTRIAL, AND PUBLIC SECTOR NEW CONSTRUCTION PARTICIPATION CHECKLIST

January 1, 2021 through December 31, 2021

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APPLICATION PHASE REQUIREMENTS

Please check the active boxes below.

When applying for the ComEd® Energy Efficiency Program new construction offering, you will:

Confirm the following eligibility requirements are met:

- Project is early in the planning process (preferably at concept development or schematic design phase). [We work with projects in design phase anytime between Schematic Design to 6 weeks until design completion, to provide free energy modeling and financial incentives on energy conservation measures.]
- Scope includes significant upgrades to at least two of the following four building energy systems: envelope, primary HVAC equipment, lighting and qualifying refrigeration systems.
- Project will exceed the current Illinois Energy Conservation Code requirements for energy efficiency.
- Project is at least 5,000 square feet and involves new construction or major renovation.
- Project is located in ComEd service territory.

Commit to participate fully during the technical assistance process by providing requested information (e.g., project schedule, plans, specifications, scope of work documents) promptly and collaborating with program staff to determine the optimal energy-efficient strategies for your project.

Review and agree to the attached program terms and conditions.

MEASURE INCENTIVE RESERVATION PHASE REQUIREMENTS

After the technical assistance process is complete, we will send you a measure incentive reservation estimating potential energy efficiency incentives for your project. At this stage, you will:

- » Commit to installing the energy efficiency measures identified in the measure incentive reservation.
- » Complete and return the signed measure incentive reservation within 30 days.
- » Continue to inform us of changes impacting the energy efficiency of the design.
- » Collect documentation for verification.

MEASURE INSTALLATION CONFIRMATION PHASE REQUIREMENTS

When the project is complete, you will:

- » Schedule a project verification meeting with program staff upon request. A virtual meeting option may be available.
- » Provide additional project documentation necessary to verify installed measures (e.g., construction documents, contractor ICC certification, manufacturer cut sheets, invoices, shop drawings).
- » Provide a copy of your IRS Form W-9.
- » Complete and return the signed measure installation confirmation to authorize incentive payment.

COMMERCIAL, INDUSTRIAL, AND PUBLIC SECTOR NEW CONSTRUCTION APPLICATION

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1. CHECK PROJECT ELIGIBILITY

Eligible projects include the new construction of a building or an addition or major renovation to an existing building. Projects must include significant beyond-code upgrades, improving at least two of the following four building systems: envelope, primary HVAC equipment, lighting and qualified refrigeration systems. Eligible projects must exceed the requirements of the current Illinois Energy Conservation Code. Significant collaboration with the new construction team throughout the technical assistance process is a requirement for accepted projects. To be considered for eligibility, all applications should be submitted as early as possible in project planning. Projects submitted too late may receive a reduced incentive rate, or may be ineligible for incentives. Projects are ineligible if a bid has been issued for equipment, equipment has been purchased, or final construction documents have been created.

2. CONTACT THE NEW CONSTRUCTION TEAM

We are here to support your project. Contact us while the project is early in the planning process if you have questions regarding eligibility, how to apply, or specific energy efficiency design strategies or technologies.

3. SUBMIT YOUR APPLICATION

Your submission of the new construction application starts the review process but does not guarantee acceptance. By completing the application, we can best assist you in determining your project’s eligibility. Please send available design documentation when you submit your application. All customer information will be held in confidence. Requested information could include: project schedule, plans, specifications or scope-of-work documents.

4. REVIEW, SIGN AND RETURN TERMS AND CONDITIONS (ComEd CUSTOMER)

For final acceptance into the program, the attached terms and conditions must be reviewed, signed and returned by the ComEd customer (or future customer) with the application.

5. COLLABORATE WITH OUR TEAM

Upon acceptance of your project, you will collaborate with our team to determine the optimal energy- efficient strategies to include in the design of your project.

6. SIGN AND RETURN YOUR MEASURE INCENTIVE RESERVATION

Once the technical assistance process is complete, the team will provide you with a measure incentive reservation outlining the incentive-eligible efficiency measures that have been identified for the project. The ComEd customer must sign and return the reservation form within 30 days to reserve the new construction incentive. Provide additional project documentation necessary to verify installed measures, as requested.

7. COMPLETE THE PROJECT

Continue to collaborate with our team and inform us of changes that impact the energy efficiency of the design. Immediately inform our team of any changes to the project completion timeframe. Unreported project completion delays can result in incentive ineligibility.

8. SUPPORT VERIFICATION

A site visit may be required to verify the installation of design strategies and equipment identified in the measure incentive reservation. Payment of your incentive will occur after verification of installed measures has been completed. The team may also require additional documentation for installed measures, and will make the final determination of energy reduction and corresponding incentives. Such documentation may include lighting layout descriptions, construction documents, façade area takeoffs, manufacturer cut sheets, invoices and shop drawings. Additional data collection could include metering, monitoring, interviews and utility bill data analyses. The customer must allow access to energy use data, project documents and the facility where the measures were installed for a period of five years after receipt of incentive payment.

(continued next page)

9. SIGN AND RETURN YOUR MEASURE INSTALLATION CONFIRMATION

After the incentivized measures have been verified, the team will provide you with a measure installation confirmation outlining the final energy savings estimate and incentives. The ComEd customer must sign and return the confirmation form within one week to start the incentive payment process. A copy of your IRS Form W-9, "Request for Taxpayer Identification Number and Certification," is also required. Customers without a Federal Employer Identification Number (FEIN) are ineligible for incentives.

ADDITIONAL ELIGIBILITY INFORMATION

Financial incentive "stacking," or receipt of multiple financial incentives for identical energy efficiency upgrades from more than one utility program, is not allowed. All projects must be located in the ComEd service territory, pay into the Energy Efficiency and Demand Response Adjustment (Rider EDA) and receive their electricity over ComEd wires, regardless of retail electric supplier. The following technologies or approaches are not eligible for technical assistance or financial incentives through the new construction offering: fuel switching, renewable energy, combined heat and power, on-site generation, thermal storage or peak shifting. Energy savings from combined heat and power systems are not eligible for technical assistance or financial incentives through the new construction offering, but may be eligible for another ComEd Energy Efficiency Program offering.

FOR MORE INFORMATION

To apply or to discuss your project, incentives and technical assistance provided by the program, please contact the team:

EMAIL: BusinessEE@ComEd.com or PublicSectorEE@ComEd.com

CALL: 855-433-2700

MAIL: New Construction Team
431 Charmany Drive
Madison, WI 53719

VISIT: ComEd.com/NewConstruction

APPLICANT INFORMATION (REQUIRED)

ALL FIELDS ARE REQUIRED. APPLICATION MUST BE SIGNED BY THE CUSTOMER OR DESIGN TEAM LEAD.

SECTION 1: PRIMARY CONTACT - Primary contact's coordination with the new construction team is required.

Name:		Project role:		
Company:				
Address:		City:	State:	ZIP code:
Telephone:	Ext. #:	Email:		

SECTION 2: PROJECT INFORMATION

Primary building type:			Eligible project types:		Public sector project:	
Office	Education	Warehouse	New facility		Yes	No
Retail/Service	Industrial	Hospital/Healthcare	Major renovation			
Hospitality	Multi-family	Other:	Addition/Expansion			

Project name:		Building area (minimum 5,000 sq.ft.):		
Address:		City:	State:	ZIP code:

Description of project, primary space type(s) and scope:

Design process:		Estimated design completion date:		Estimated project cost (if available):	
Design-bid-build	Design-build			\$	
Estimated permit date:		Estimated construction start date:		Estimated construction completion date:	

Natural gas utility for building (select one): Nicor Gas Peoples Gas North Shore Gas Other:

Certification being sought (i.e. LEED™, ENERGY STAR®, etc.):		Preliminary drawings or scope of work documents available?	
		Yes No	

MEASURE INSTALLATION INFORMATION

Please be aware that legislation requires ComEd to collect project installation information.

Prior to any incentive or rebate payout, the ComEd Energy Efficiency Program is responsible for verifying that an Energy Efficiency Service Provider or installing contractor is certified, and recertified by the ICC by June 1st each year, for the installation of applicable measures. This does not apply to customers who choose to self-install the applicable measure(s). Information concerning ICC certification and recertification requirements, instructions and rules can be found at: [ICC EE Installer Certification](#).

I acknowledge that pursuant to Section 16-128B of the Illinois Public Utilities Act, ComEd cannot issue certain incentives or rebates unless it is provided with:

1. certification that measures were self-installed by the ComEd customer, or
2. evidence that the measures were installed by an installer certified with the Illinois Commerce Commission.

As a ComEd customer, select how your project will be installed:

- I will use my own staff to self-install my project
- I will purchase equipment from a contractor, but will use my own staff to self-install my project
- I will use an ICC Certified service provider, contractor or subcontractor to install my project where the incentive per measure is greater than \$300 (a ComEd outreach professional will contact you at time of measure incentive reservation to collect installer information)

PROJECT TIMELINE

Building system	Current percent complete of overall design (0%, 25%, 50%, 75%, 100%)	Design start date	Design completion date	Current design phase (pre-design, schematic design, design development, construction documentation or equipment purchased)
Envelope				
HVAC				
Lighting				
Refrigeration				

APPLICANT INFORMATION (REQUIRED)

SECTION 3: CUSTOMER OR DESIGN TEAM LEAD SIGNATURE

I verify this information is correct, that I meet all eligibility requirements and request consideration for participation under the ComEd Energy Efficiency Program. By signing I agree to the terms and conditions listed at the end of this application.

Customer or Design Team Lead signature:	Print name:
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If the design team lead is same as section 1 on page 4 then no further information is required.

If the design team lead or customer is different than section 1 on page 4 then fill the information below:

Company:			
Address:	City:	State:	ZIP code:
Telephone:	Ext. #:	Email:	Date:

CONTACT INFORMATION FOR PROJECT TEAM

SECTION 4: COMED ACCOUNT OWNER INFORMATION

Name:	Title:	Company:	
Address:	City:	State:	ZIP code:
Telephone:	Ext. #:	Email:	

OWNER (if different from above)

Name:	Title:	Company:	
Address:	City:	State:	ZIP code:
Telephone:	Ext. #:	Email:	

ARCHITECT OR DESIGN TEAM LEAD

Name:	Title:	Company:	
Address:	City:	State:	ZIP code:
Telephone:	Ext. #:	Email:	

ENERGY CONSULTANT

Name:	Title:	Company:	
Address:	City:	State:	ZIP code:
Telephone:	Ext. #:	Email:	

GENERAL CONTRACTOR OR EQUIVALENT

Name:	Title:	Company:	
Address:	City:	State:	ZIP code:
Telephone:	Ext. #:	Email:	

MECHANICAL ENGINEER

Name:	Title:	Company:	
Address:	City:	State:	ZIP code:
Telephone:	Ext. #:	Email:	

ELECTRICAL ENGINEER

Name:	Title:	Company:	
Address:	City:	State:	ZIP code:
Telephone:	Ext. #:	Email:	

CONTACT INFORMATION FOR FUTURE TENANTS

SECTION 5: FUTURE TENANT 1 INFORMATION (if available)

Name:	Title:	Company:		
Address:		City:	State:	ZIP code:
Telephone:	Ext. #:	Email:		
Tenant gross square feet or percent of building:				

FUTURE TENANT 2 INFORMATION

Name:	Title:	Company:		
Address:		City:	State:	ZIP code:
Telephone:	Ext. #:	Email:		
Tenant gross square feet or percent of building:				

FUTURE TENANT 3 INFORMATION

Name:	Title:	Company:		
Address:		City:	State:	ZIP code:
Telephone:	Ext. #:	Email:		
Tenant gross square feet or percent of building:				

FUTURE TENANT 4 INFORMATION

Name:	Title:	Company:		
Address:		City:	State:	ZIP code:
Telephone:	Ext. #:	Email:		
Tenant gross square feet or percent of building:				

FUTURE TENANT 5 INFORMATION

Name:	Title:	Company:		
Address:		City:	State:	ZIP code:
Telephone:	Ext. #:	Email:		
Tenant gross square feet or percent of building:				

FUTURE TENANT 6 INFORMATION

Name:	Title:	Company:		
Address:		City:	State:	ZIP code:
Telephone:	Ext. #:	Email:		
Tenant gross square feet or percent of building:				

TERMS AND CONDITIONS

Payment of incentives requires compliance with requirements as described in the Terms and Conditions mentioned below. I verify that the information provided herein is true and correct. Signing of this application indicates that I have read and accept the above as well as the Terms and Conditions listed herein.

ComEd CUSTOMER AUTHORIZED SIGNATURE:

PRINT NAME/TITLE:

DATE:

Commonwealth Edison Company (ComEd), Nicor Gas, Peoples Gas and North Shore Gas (with their representatives and contractors collectively the “new construction team”) are offering new construction services with incentives under the ComEd® Energy Efficiency Program to facilitate the implementation of cost-effective energy efficiency improvements for non-residential (commercial and industrial) customers.

EFFECTIVE DATES

Incentives for applicable new construction and major renovation projects are offered until December 31, 2020, or until approved funds are exhausted. The effective dates of the new construction offering and application submittal requirements are as follows:

- Program year budgets and plans will be made available toward the end of the existing program year. At the current time, incentives are available through December 31, 2020.
- Projects with estimated completion dates beyond December 31, 2020, will be considered on a case-by-case basis. Projects that are accepted will be required to document progress on design and construction to maintain and extend incentive reservation.

INCENTIVE AND PROJECT ELIGIBILITY

Financial incentive “stacking,” or receipt of multiple financial incentives for identical energy efficiency upgrades from more than one utility program, is not allowed. Incentives are available through the new construction offering to nonresidential customers within the ComEd service territory who pay into the Energy Efficiency and Demand Response Adjustment (Rider EDA) and receive their electricity over ComEd wires, regardless of retail electric supplier. Funds are limited and subject to availability.

Under the Future Energy Jobs Act, customers who had an account with a load of 10MW or higher during the 12 months ending December 31, 2017, will not contribute to, nor participate in, the ComEd Energy Efficiency Program.

PROJECT REQUIREMENTS UNDER THE ComEd ENERGY EFFICIENCY PROGRAM INCLUDE THE FOLLOWING:

- Projects must involve measures that result in a permanent reduction in electrical energy usage (kWh) due to an improvement in system efficiency. All projects must meet ComEd’s cost-effectiveness requirements.
- Equipment must be installed and operational before incentive payment can be issued.

- Equipment must be new (not used or rebuilt, and not for resale) and used at the address for which savings are claimed.
- Replaced equipment must be permanently removed. All removed materials, including lamps and ballasts containing polychlorinated biphenyls (PCBs), must be permanently taken out of service and disposed of in accordance with local codes and ordinances. Resale of replaced equipment is expressly forbidden.
- Any measures installed at a facility must be sustainable and provide 100 percent of the energy benefits as stated in the application for a period of five years or for the life of the project, whichever is less. If the customer ceases to be a delivery service customer of ComEd or removes the equipment or systems at any time during the five-year period or the life of the project, the customer may be required to return a prorated amount of incentive funds to ComEd.

PROJECTS THAT ARE NOT ELIGIBLE FOR AN INCENTIVE INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING:

- Fuel switching (e.g., electric to gas or gas to electric) that does not result in a reduction of total BTUs of electricity and natural gas.
- On-site electricity generation (except as part of a qualifying combined heat and power project).
- Energy savings due to combined heat and power systems are not eligible for incentives through the new construction offering, but may be eligible for a custom incentive.
- Projects involving gas-driven equipment in place of electric equipment (such as a chiller).
- Projects focused primarily on power factor improvement.
- Projects that involve peak-shifting (and not kWh savings).
- Renewables.

INCENTIVE PAYMENTS

Customers without a Federal Employer Identification Number (FEIN) are ineligible for incentives.

MEASURE INCENTIVE RESERVATION

Issued to the project owner, a measure incentive reservation is an estimate of energy savings; and the resultant estimated incentives for which the project will qualify if implemented according to team recommendations. The reservation form must be signed and returned within 30 days of issue.

TERMS AND CONDITIONS

Funds are reserved for the project when a signed, measure incentive reservation is received. Applicants are encouraged to call 855-433-2700 if they have any questions about documentation requirements.

INSPECTIONS

The team reserves the right to inspect all projects to verify operation conditions, compliance with the program rules and the accuracy of project documentation. This may include pre-installation and/or post-installation inspections, detailed lighting layout descriptions, metering, monitoring, data collection, interviews and utility bill data analyses. The customer must allow access to project documents and the facility where the measures were installed for a period of five years after receipt of incentive payment.

MEASURE INSTALLATION CONFIRMATION

Upon project completion and verification of installed measures, a measure installation confirmation will be issued listing final savings and incentive amounts. Prior to issuance of the measure installation confirmation, the team reserves the right to request additional supporting documentation as deemed necessary to ensure project eligibility and to verify that the expected energy savings will occur. Requested information could include: plans, specifications, manufacturer's information, scope of work documents, invoices and purchase

MEASURE INSTALLATION CONFIRMATION (continued)

orders. Project invoices should provide sufficient detail to separate the project cost from the cost of other services such as repairs and building code compliance. All customer information will be held in confidence.

The location or business name on the invoice must be consistent with the information listed on the measure installation confirmation. The confirmation and all required supporting documentation should be received by November 15, 2020 to be applicable for the 2020 calendar year.

EVALUATION, MEASUREMENT AND VERIFICATION

The ComEd Energy Efficiency Program is evaluated annually by an independent third-party evaluator, as required by law. The customer's completed project may be selected for evaluation. Depending on the nature of the project, evaluation may include measurement and verification (M&V), the process of monitoring, measuring and/or verifying data related to equipment operation and electrical consumption. Upon reasonable notice, the customer agrees to participate fully in the evaluation process by allowing access to the facility where the project took place and providing information and access to data required for M&V to the program's evaluator.

REQUIREMENTS FOR NEW CONSTRUCTION PROJECT ELECTRICITY AND GAS SAVINGS CALCULATIONS

The customer will be responsible for repayment of incentives if program terms and conditions are violated as determined by ComEd. The team is solely responsible for the final determination of the annual energy savings to be used in calculating the incentive amount. The annual electricity and

gas savings will be calculated using industry-accepted engineering algorithms or simulation models. The applicant must provide the new construction team with requested information necessary to calculate potential savings.

TAX LIABILITY

Incentives may be taxable under federal and state tax codes and, if greater than \$600, may be reported to the IRS unless the customer is exempt. The team is not responsible for any taxes that may be imposed on your business as a result of your receipt of this incentive.

DISPUTES/GOVERNING LAW

This application shall be exclusively governed by and interpreted in accordance with the laws of the State of Illinois. Any litigation between the parties shall be prosecuted only in the state or federal courts located in Cook County, Illinois.

TOXIC MATERIALS

Neither the team, nor its consultants, contractors and/or subcontractors, shall have any responsibility for the discovery, presence, handling, removal, disposal of, or exposure to hazardous materials of any kind in connection with customer's facility, including without limitation, asbestos, asbestos products, PCBs or any other toxic substances.

LIMITATIONS OF LIABILITY

The customer shall independently evaluate any advice or information offered by the new construction team related to estimates of energy savings or program costs and is solely responsible for the selection and implementation of Energy Conservation Measures (ECMs).

In no event will the team, its consultants, contractors and/or subcontractors, be liable for the customer's failure to achieve a specified amount of energy savings, the operation of the customer's facilities or any incidental or consequential damages of any kind in connection with this application or the implementation of ECMs at the customer's facilities.

In no event will the team be liable to you for any lost profits, lost savings or incidental, indirect, special or consequential damages arising out of the customer's participation in this program. Further, any liability attributed to a member of the team under this program shall be individual, and not joint and/or several among the new construction team members.

Each party hereby agrees to defend, indemnify and hold harmless the other party, its consultants, contractors and subcontractors, ("Indemnified Parties") from and against any third party claims, damages, losses, liability, costs (including attorney's fees and expenses) for bodily injury to any person (including death resulting therefrom) and property damage arising out of or in connection with the program, except to the extent such claims, damages, losses, liability and costs are caused by the other party.

DISCLAIMER

ComEd, in its sole discretion, may change any of the terms and/or conditions of this program upon 30 days written notice

TERMS AND CONDITIONS

to customer and/or service provider. The team does not guarantee that certain energy savings will be achieved and does not make any warranties associated with the measures eligible for incentives under this program. The team has no obligations regarding, and does not endorse or guarantee, any claims, promises, representations, or work made or performed, or equipment furnished or installed by any contractors, subcontractors, or vendors that sell or install energy-efficiency measures.

The customer shall be entitled to the energy cost savings realized by the customer that result from the installation of ECMs at the customer's site. In consideration of the services provided by the team as part of this program, the customer agrees that ComEd is entitled to 100 percent of the rights and benefits associated with the measures, including without limitation PJM products and all other attributes, credits or products associated therewith under any regional initiative or federal, state or local law, program or regulation, and customer waives, and agrees not to seek, any right to the same.



Energy
Efficiency
Program



Terms and conditions apply. Offers are subject to change.
Actual savings will vary based on customer's usage and rate.
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The ComEd® Energy Efficiency Program is funded in compliance with state law.