

Business Rebates

2017-2018 HVAC, Window Film and Shade Tree Program

STEP 1 – RESERVE FUNDS FOR YOUR HVAC, WINDOW FILM OR SHADE TREE PROJECT before the materials are purchased and work has begun. . Installation may begin after the project is approved and the reservation is confirmed by Roseville Electric Utility.

- Applicants should contact the City of Roseville’s Building Department (916-774-5332) for building permit requirements and to apply for a permit.
- Complete and submit RESERVATION REQUEST – FORM A, including the RESERVATION CHECK-LIST.
- Provide the manufacturer’s specification sheets for all proposed new equipment.
- Provide testing agency’s proof of AHRI Certificate for HVAC or SHGC and VT for widow film for each proposed product.
- Provide site map, with legend, for all HVAC projects greater than 5 units and for all window film and shade tree projects.
- **Submit RESERVATION - FORM A** By Email - Scan Application (PDF/Worksheet files): elecbizrebates@roseville.ca.us
Or Mail – Attention Business Rebates:
Roseville Electric Utility, 2090 Hilltop Circle, Roseville, CA 95747

STEP 2 – INSTALLATION CONFIRMATION - After the installation is complete:

- Submit any changes in quantity or products from what was reserved on an updated RESERVATION REQUEST – FORM A, include supporting documentation for those changes.
- Complete, sign and submit INSTALLATION CONFIRMATION – FORM B to Roseville Electric Utility.
- Roseville Electric Utility will review package and perform necessary audits to verify project compliance for rebates.

STEP 3 – REQUEST REBATE PAYMENT - After the project installation is complete: (Form B and Form C can be submitted at the same time if no changes have occurred.)

- Complete, sign and submit PAYMENT REQUEST – FORM C to Roseville Electric Utility.
- Attach the itemized invoices for products, labor and rebates. The manufacturer name and model number of each item installed must appear on the invoice. If the contractor is receiving the incentive, a credit for the rebate amount shall be on final invoice.
- Rebate payments will only be paid to the customer of record, the installing contractor or their third party corporate office. Once approved, rebate payments take approximately 6-8 weeks.

GENERAL REQUIREMENTS

- For non-residential projects only. All equipment must be new and be UL approved. Used or rebuilt equipment is not eligible.
- Rebate items must be installed at the premise of the Roseville Electric Utility account listed on the application.
- Rebate reservations are good for up to 90 days for projects with rebates less than \$10,000 and 120 days for larger than \$10,000.
- This program has a limited budget. Reservations for funds will be accepted on a first come, first served basis, until funds are depleted or until June 30, 2018, whichever comes first.
- Roseville Electric Utility reserves the right to pre- or post-inspect the customer facility for existing and installed materials listed on this rebate application.
- Equipment must meet the technical requirements listed in this application. Roseville Electric Utility reserves the right to withhold payment for products that do not meet the requirements. All customers and/or contractors must ensure new equipment is compatible with existing equipment and controls and fits into existing equipment; resulting light level is adequate and acceptable for the tasks being performed; and that all required state and local energy codes are met.
- Installing contractors must follow proper disposal and recycling procedures with removed materials. Resale of removed equipment is prohibited.
- All installing contractors shall provide active contractor license information and agree to Roseville Electric Utility’s [Contractor Code of Conduct](#).

For more information, please call Roseville Electric Utility at (916) 79-POWER (797-6937)



Technical Specifications

2017-2018 HVAC, Window Film and Shade Tree Program

HVAC MEASURE DETAILS

MEASURE A. UNITARY AIR CONDITIONER OR HEAT PUMP

- Rebates are for replacement units. The tonnage rebated is based on capacity of the air conditioning unit that is being replaced.
- New unitary air conditioners or heat pumps must meet efficiency requirements, per AHRI test procedures, as listed on the reservation request pages.
- Units that are smaller than 5.4 tons must be equipped with a thermal expansion valve (TXV) to qualify for the rebate.
- A programmable thermostat is required for units that are locally controlled.
- Project shall provide a copy of manufacturer's specification sheet and the [AHRI Certificate](#) for the proposed new equipment.
- Project shall provide detailed equipment schedule including: make, model, size/tons and approximate efficiency rating (SEER/EER) of existing and proposed equipment. Indicate if unit is in working order or out of service.
- **HVAC Abbreviations**
 - AHRI: Air-Conditioning, Heating and Refrigeration Institute
 - CEE: Consortium for Energy Efficiency
 - COP: Coefficient of Performance
 - db: dry-bulb
 - EER: Energy Efficiency Ratio
 - HSPF: Heating Seasonal Performance Factor
 - IEER: Integrated Energy Efficiency Ratio
 - SEER: Seasonal Energy Efficiency Ratio
 - VT: Visible Transmittance
 - SHGC: Solar Heat Gain Coefficient
 - wb: wet-bulb
 - HP: Horse Power
 - Btu/hr: British thermal unit per hour
 - kBtu: thousand British thermal units
 - kBtuh: thousand British thermal units per hour
 - Ton: 12,000 Btu/hr
 - TXV: Thermal Expansion Valve

MEASURE B. PACKAGE TERMINAL AIR CONDITIONER (PTAC) or HEAT PUMP (PTHP)

- This measure applies to through-the-wall or through-the-window package terminal air conditioners and heat pumps that are 2 tons (24,000 Btu/hr) or less. Units must be factory labeled "For Replacement Applications Only."

UNIT CAPACITY	MINIMUM EER
< 7,000 BTU/HR	11.29
7,000-15,000 BTU/HR	10.27
> 15,000 BTU/HR	9.29

- Attach manufacturer's specification sheet showing SEER and EER, and capacity in BTU/HR or tons.

VFD MEASURE DETAILS

MEASURE C. VARIABLE FREQUENCY DRIVE (VFD) / VARIABLE SPEED MOTOR (VSM) FOR HVAC FANS

- VFD must be applied to existing HVAC supply or return air fans up to 100 HP, and are eligible for a rebate only if throttling devices such as inlet vanes, bypass dampers and throttling valves are removed or permanently disabled. VFD must be controlled by an automatic signal in response to varying air flow.
- VSM must replace existing single speed motor of existing HVAC supply or return air fans with a new multiple-speed motor and controller to regulate motor speed. Motors must be 10 HP or smaller to qualify. Brushless DC motors may apply for this rebate.
- Customer must complete the [Roseville Electric Utility Fan Energy Savings Worksheet](#) and provide a copy of the results for each motor size and/or type.
- Cooling tower applications are not eligible for this rebate. Customer is responsible to manage harmonic distortion that may potentially be created by the VFD/VSM and to properly ground equipment.
- For other VFD/VSM applications, please see the [Customized Rebate Program](#) requirements.
- Provide HVAC Fan Energy Savings Calculator print out for each motor type and size, equipment schedule showing existing and proposed equipment HP rating and specific location of where VFD/VSM is installed.

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Technical Specifications

2017-2018 HVAC, Window Film and Shade Tree Program

WINDOW FILM MEASURE DETAILS

MEASURE D. WINDOW FILM

- Film must have a solar heat gain coefficient of ≤ 0.39 OR have visible transmittance / solar heat gain coefficient (VT/SHGC) ratio of >1.3 .
- Film shall have a minimum five-year manufacturer's warranty, and the space must be conditioned to qualify.
- Rebates are not available for windows with northern exposure.
- Dual glaze windows will be considered with manufacturer's proof the film will not void the manufacturer's warranty.
- Provide the manufacturer specification documentation showing SHGC and VT and warranty information.
- Project shall provide a detailed window schedule indicating each window's height and width, square footage and orientation and the total square feet on the project. A drawing showing the window locations may be required.

SHADE TREE MEASURE DETAILS

MEASURE E. SHADE TREES

- Trees must provide shade to conditioned building on the east, south or west building elevations. They must be planted at least half or more of the mature canopy width from the building and one third or more of the mature canopy width from the next tree.
- Rebates are not available for trees planted on the north side of the building.
- Maximum quantity allowed is 20 trees per location.
- Provide an itemized list of [qualifying trees](#), site map with planting guide and plant legend.

Reservation Request Form

2017-2018 HVAC, Window Film and Shade Tree



Customer Information

Business Name _____ Account Number _____ — _____

Project Address _____
Street Number Street Name City State Zip

Contact Name _____ Contact Title _____

Phone _____ Email _____
Area Code Phone Number Ext.

Installing Contractor Information

Check here if project will be customer installed _____ Proposed Installation Date _____

Contractor Name _____

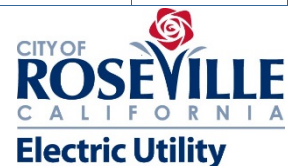
Mailing Address _____
Street Number Street Name City State Zip

Contact Name _____ Contact Title _____

Phone _____ Email _____
Area Code Phone Number Ext.

PRESCRIPTIVE MEASURE CATEGORY				NUMBER of TONS, SQ.FT., or HP (A)	REBATE / TON, SQUARE FEET, or HP (B)	REBATE AMOUNT A X B=C
A. UNITARY AIR CONDITIONER OR HEAT PUMP- Tier II Rated						
Size Category	Sub-Category	Air Conditioner Efficiency In Cooling Mode	Heat Pump Efficiency in Cooling Mode			
< 5 Tons (<55 kBtuh)	Split system with TXV	15.0 SEER	15.0 SEER 9.0 HSPF		\$500 / ton	
	Single Package with TXV	15.0 SEER	15.0 SEER 8.5 HSPF		\$500 / ton	
5 Tons (55-64kBtuh)	Split system with TXV	15.0 SEER	15.0 SEER 9.0 HSPF		\$500 / ton	
	Single Package with TXV	15.0 SEER	15.0 SEER 8.5 HSPF		\$500 / ton	
6-10 Tons (65-134 kBtuh)	Split System and Single Package	12.0 EER	11.5 EER 3.4 COP		\$500 / ton	
12-17 Tons (135-239 kBtuh)	Split System and Single Package	12.0 EER	12.0 EER 3.2 COP		\$500 / ton	
20-60 Tons (240-759 kBtuh)	Split System and Single Package	10.8 EER	10.8 EER 3.2 COP		\$500 / ton	
>60 Tons (760 and > kBtuh)	Split System and Single Package	10.2 EER	N/ A		\$500 / ton	

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Reservation Request Form

2017-2018 HVAC, Window Film and Shade Tree



EQUIPMENT CATEGORY	NUMBER of TONS, SQ.FT., or HP (A)	REBATE / TON, SQUARE FEET, or HP (B)	REBATE AMOUNT A X B=C
B. PACKAGE TERMINAL AIR CONDITIONER (PTAC) Or HEAT PUMP (PTHP)			
<7,000 Btu/hr	Minimum EER of 11.29	\$500/unit	
7,000 - 15,000 Btu/hr	Minimum EER of 10.27	\$500/unit	
>15,000 Btu/hr	Minimum EER of 9.29	\$500/unit	
C. VARIABLE FREQUENCY DRIVE (VFD) / VARIABLE SPEED MOTOR (VSM)		\$120/hp	
D. WINDOW FILM		\$3/sq.ft.	
E. SHADE TREES			
Small, Medium, and Large Shade Trees		\$50/tree	
F. PERMIT INCENTIVE*		Up to \$500	
City of Roseville Building Permit Number	BD ___ - ____	N/A	N/A
Total Rebate Amount			\$

*Permit incentive shall NOT be applied if it causes the project to exceed 100% of total project cost, if the incentive is more than the actual permit fees or if permitting is not required. Contact City of Roseville Building Department for permit requirements, 916-774-5332.

RESERVATION CHECK LIST			
A. Unitary (Packaged) Air Conditioner or Heat Pump			
Existing Equipment Schedule*		Manufacturer's Specification Sheet	
Proposed Equipment Schedule*		AHRI Certificate	
Units being replaced are operational (Enter Yes/No)		Map Showing Installation Location	
* Equipment Schedule to include make, model, size/tons, age, efficiency (SEER / EER / HSPF / COP)			
B. Package Terminal Air Conditioner (PTAC) or Heat Pump (PTHP)			
Manufacturer's Specification Sheet		Map Showing Installation Location	
C. Variable Frequency Drive (VFD) / Variable Speed Motor (VSM)			
Equipment Schedule*		Map Showing Installation Location	
HVAC VSD/VSM Fan Energy Savings Calculation			
* Equipment Schedule to include location where drive is installed and HP rating of equipment being controlled			
D. Window Film			
Window Schedule*		Window Elevation Map**	
Manufacturer's Specification Sheet			
* Window Schedule to include individual window types, measurements and square feet and project total number of panes and square feet			
** Window Elevation map to depict window location from outside looking in and to include window measurements and orientation			
E. Shade Trees			
Site Map with Planting Guide		Itemized List of Qualifying Trees	
Plant Legend			

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Installation Confirmation

2017-2018 HVAC, Window Film and Shade Tree



CUSTOMER'S PROJECT INFORMATION

Business Name:

Project Address:

Customer Contact Name:

Project Completion Date:

Customer Self-Install – Customer to complete and sign section (1)
or
Contractor Installed – Contractor to complete and sign section (2)

(1) CUSTOMER EMPLOYEE INSTALLATION

Customer Project Manager Name:

Customer PM Phone Number:

Customer PM Email:

1. I certify that the products for which rebates are being requested were installed by company employees, and the installed equipment is working properly.
2. The project was completed with **no changes** **changes** from the reservation. Changes require resubmittal of **FORM A** and required project documentation.
3. I have received the warranty information for products that have been installed.
4. Attach a copy of the itemized project invoice, include model numbers of installed equipment.

Customer Signature

Date

Print Name

Phone Number

Email

(2) CONTRACTOR INSTALLATION

Contractor Business Name:

Contractor Project Manager Name:

Mailing Address:

Contractor PM Phone Number:

City | State | Zip:

Contractor PM Email:

Contractor Agrees:

1. Contractors must comply with the Roseville Electric Utility's [Contractor Code of Conduct](#).
2. I certify that employees of, or subcontractors to, the Installing Contractor listed above have installed the products for which rebates are being requested, and the installed equipment is working properly.
3. The project was completed with **no changes** **changes** from the reservation. Changes require resubmittal of **FORM A** and required project documentation.
4. Warranty information for products installed has been provided to the customer.
5. Attach a copy of the itemized project invoice, include model numbers of installed equipment.

Contractor Signature

Date

Print Name

Phone Number

Email

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Payment Request Form

2017-2018 HVAC, Window Film and Shade Tree



CUSTOMER INFORMATION

Customer Name:	Project Address:
Account Number:	Project Completion Date:

Customer to initial each item:

- A copy of the project itemized invoice is attached.
- The equipment on this project was installed and is operating satisfactorily.
- I received warranty information from the contractor for each of the products installed on this project.
- I have the contractor's contact information for warranty questions or issues.
- I am satisfied with the results from this project.

Rebate Payment Instructions (select one):

- Send check to customer installation address, information provided on **RESERVATION REQUEST - FORM A.**
- Send check to a different customer location or property management firm:

Company Name _____

Mailing Address _____

City | State | Zip _____

Customer Project Reference _____

- Send check to the **INSTALLING CONTRACTOR**, information provided on **INSTALLATION CONFIRMATION – FORM B.** Contractor invoice must show total cost of project without rebates, rebate amount, permit fees and net balance due from customer. This option is only available when contractors install the items being rebated. Payments shall only be sent to the **INSTALLING CONTRACTOR**, the **CUSTOMER OF RECORD** or their third party corporate office.

TERMS AND CONDITIONS

I have read and understand the program requirements set forth in these application forms and agree to abide by these requirements. I have attached the required documentation for the program under which I am applying. I certify that the information provided on this application and associated required documentation is true and correct.

As a qualified Roseville Electric Utility customer, I certify that I purchased and installed the indicated energy-saving products for use in my business facility and not for resale, and that all equipment installed is new, not rebuilt, remanufactured or used equipment. I agree to participate in project evaluation surveys conducted in person, by phone or in writing and to mandatory project inspections by Roseville Electric Utility and/or their designees for installed efficiency measures verification and evaluation.

Additionally, as a program participant I agree to allow Roseville Electric Utility to release my company business name and my contact name as a Roseville Electric Utility business customer that has benefitted from receiving rebate funds for energy efficiency improvements.

I agree that the selection, purchase, and ownership of the equipment are my sole responsibility. Roseville Electric Utility makes no representation as to the safety, reliability and /or efficiency of the equipment selected or components selected to meet the programs intent.

I agree that if I cease to be a distribution customer of Roseville Electric Utility, or I do not provide Roseville Electric Utility with 100% of the related energy benefits for the life of the product or for a period of five (5) years from receipt of rebate, whichever comes first, I shall refund a prorated amount of the rebate dollars to Roseville Electric Utility.

Tax Liability—you are urged to consult your tax advisor concerning the taxability of rebates. Roseville Electric Utility is not responsible for any taxes that may be imposed on your business as a result of your receipt of this rebate.

I certify that Roseville Electric Utility's rebate influenced the purchase of a higher efficiency product than I otherwise would have purchased.

Customer Signature _____ Date _____

Print Name _____ Phone Number _____ Email _____

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