

Engineering Audit

Program Participant

Those interested in participating in the Engineering Audit (Audit) must have a City General Service Large (GSL) and/or General Service Time of Use (TGS) electric account where the Audit is to be performed. Only City electric customers in good standing will be eligible to receive the rebate. Each customer site is eligible for one detailed audit every three years.

City neither expressly nor implicitly warrants any part of the audits. Customer understands that, while City may provide a program to encourage energy efficiency, City is not liable or responsible in any way for the performance or results of the audits or the Program. City makes no warranties whatsoever that customer will realize any energy savings as a result of the audits or the program. In no event shall City be responsible for any direct, special, incidental, consequential, punitive, exemplary or indirect damages in tort, contract, warranty, negligence, strict liability or under any indemnity provision or otherwise related to the audits or the Program. Customer assumes the risk of any loss or damage(s) that the customer may suffer in connection with its participation in the audits or the Program.

Customers requesting an engineering audit must fill out an Audit application and submit it to the Program Administrator. The Program Administrator will review the application and if approved, the customer will be notified and the detailed audit shall be completed by a professional engineer within ninety (90) days of approval by City.

| | |
|--------------------------------------|--|
| For more information contact: | Program Administrator |
| Email Address: | Solar@cityofdenton.com |
| Mailing Address | Energy Programs 1659 Spencer Road Denton, TX 76205 |

Auditor

Audit participants are encouraged to receive several quotes before entering a contract with an engineering firm. Engineering firm must have written permission from the City’s electric customer in order to exchange energy information with the City.

Engineers are required to submit completed audit reports and a copy of the invoice to the Program Administrator within thirty (30) days after audit is done.

GreenSense Incentive Program Manual

Minimum Scope of Work:

Once approved, the engineering audit shall include the following components:

- Schedule of the customer site visit
- Identify the current status of any customer plans for equipment purchase, vendors under consideration, vendor bids, plans for new construction/expansion, and/or other changes
- Identify the customer's schedule requirements (budget cycle, equipment lead-time issues, construction schedules, planned plant shutdowns, etc.)
- Identify what the customer needs to have to get an energy efficiency measure (EEM) implemented (financial criteria, maximum budget, etc.)
- Energy Use Baseline: Estimate the baseline energy use for all existing major electric equipment related to facility operations (i.e. refrigeration, air compressors, lighting, motors, etc.) based on historical usage provided to you by the City
- EEMs
 - Clearly and concisely describe EEMs and EEM alternatives, and describe the source of energy savings
 - Identify the customer's business reasons (i.e. maintenance, energy efficiency, safety, end-of-life, production increase) for wanting a detailed audit done at the facility
 - Create a sketch to fully illustrate the current system. This sketch may include distances, controls, piping and instrumentation diagram (P&ID), process flow and any other pertinent information that affects the current or future function of the system
 - Make an assessment of the potential project costs and energy and cost savings for the EEMs
 - Include a description of your calculation methodology and how costs were estimated
 - Include current Power Factor (PF), proposed PF, savings, and cost estimate
 - An executive summary will be included in the report with a summary table of measures showing the description, current kilowatt and kilowatt-hours per year (kW & kWh/yr), proposed kW & kWh/yr, kW & kWh/yr savings, cost estimate, potential DME incentive, simple payback before incentive, and simple payback after incentive

Incentive

The incentive for qualifying audits is up to 50% of the total audit cost, not to exceed \$5,000 for the City participation.

Applying for the Engineering Audit Program does not disqualify eligible customers from applying for other DME incentives. Any customer's costs, including maintenance, in-house labor, overhead, direct or indirect, are not included in the cost of the audits and are not part of the reimbursement to be paid by DME.

Denton Municipal Electric makes no financial commitment to applicants until an application is accepted and a Letter of Intent (LOI) is issued by DME. The LOI is valid for 90 days for a detailed audit to be performed. Under extenuating circumstances, applicants may request extensions to their LOI. Requests for LOI extension must be submitted prior to LOI expiration, in writing, accompanied by a detailed explanation of the reason for the delay. Extensions shall be granted at the sole discretion of DME. Program participants forfeit their incentive reservation once the LOI has expired.

Incentives are given in the form of a check to the program participant. Customers do not have the option to have rebate sent directly to the contractor. Incentive payment will be issued within four (4) weeks after DME has reviewed final audit report.

Any application for which funding is not available will be returned to the applicant. DME does not have a waiting list or queue.

[See Detailed Audit Application on following page.]

GreenSense Incentive Program Manual

Detailed Audit Application

(To be completed by City Customer Representative.)

| | | | |
|---------------|--|------------------|--|
| Received Date | | Submitted Ck Req | |
| Received By | | Amount Paid | |

| | | |
|-----------------------------|-------|--------------|
| CUSTOMER INFORMATION | | |
| Company Name | | Account No |
| Contact Person | Title | Telephone No |
| Email Address | | |
| Site Address | | |
| Description of Study: | | |

| | | |
|-------------------------------|-------|--------------|
| CONSULTANT INFORMATION | | |
| Company Name | | |
| Contact Person | Title | Telephone No |
| Email address | | |
| Company Address | | |

By signing below, you agree that you are duly authorized by the Customer to make decisions on its behalf and you represent to the City that you have read, understand and agree to abide by the terms, conditions, and requirements written in the Engineering Audit section of the GreenSense Incentive Program Manual. **You are also granting release of historical usage information to be sent to the consultant to be used in the energy audit analysis.**

Print Name

Signature

Date