

BUILDING TUNE-UP INCENTIVE AGREEMENT FOR COMMERCIAL, SCHOOLS & GOVERNMENT FACILITIES

Program deadline is March 31, 2012. Focus incentives are subject to change. Please visit focusonenergy.com/incentives/business to ensure you are using the most current form. **Questions:** Call 800.762.7077

SECTION 1: CUSTOMER LEGAL INFORMATION

Company Legal Name:	Tax Identification Number (Complete ONE only, must be 9 digits): FEIN #: _____ - _____ - _____ OR SSN: _____ - _____ - _____		
Legal Mailing Address:	City:	State:	Zip Code:
Business Classification of Customer (Check ONE only. Required for all businesses, including non-profits): <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship-Individual <input type="checkbox"/> LLC <input type="checkbox"/> Other _____			Owner Name (Corporations excluded)

SECTION 2: PAYMENT INFORMATION

Make Incentive Check Payable to: <input type="checkbox"/> Company <input type="checkbox"/> Business Owner's Legal Name (Only if Sole Proprietor) <input type="checkbox"/> Trade Ally			
Mail Check to: <input type="checkbox"/> Company Legal Address <input type="checkbox"/> Job Site Address <input type="checkbox"/> Alternate Address (complete below): <input type="checkbox"/> Trade Ally Address			Attention To:
Alternate Pay Address:	City:	State:	Zip Code:

SECTION 3: JOB SITE INFORMATION (where building tune-up will be performed)

Job Site Name:		Project Contact Name:	
Job Site Street Address (physical location):		Project Contact E-mail:	
City:	State: WI	Zip Code:	Project Contact Telephone:
Electric Provider at Job Site:		Electric Provider Primary Acct #:	
Natural Gas Provider at Job Site:		Natural Gas Provider Primary Acct #:	

What is the predominant use of the building space where equipment was installed or service was performed? (Check ONE):

- Office Lodging Health Care College (secondary) Place of Worship w/ School (Specify Grades: _____)
 Retail Theatre, Arena or Convention Assembly Warehouse Dormitory Food Retail Sales School (K-12) Place of Worship
 Food/Beverage Service Laundromat, Fitness, Entertainment or Public Services Other (Specify: _____)

SECTION 4: CUSTOMER SIGNATURE (Please Read & Sign)

Certification: The following certifications are required in order for this form to substitute for the IRS form W-9.

Under penalty of perjury, I certify that:

1. The number shown on this form is the correct taxpayer identification number.
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of a failure to report all interest or dividends or (c) the IRS has notified me that I am no longer subject to backup withholding.
3. I am a U.S. citizen (includes a U.S. resident alien).

I have read and understand the obligations of program participants, including the commitment to implement energy efficiency measures and agree to make a good faith effort to comply with all requirements if selected for participation in the program. To the best of my knowledge, the statements made on this application are correct, and I have submitted the appropriate supporting documentation to receive an incentive.

Customer Signature:	Customer Name (Print):	Date:
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SECTION 5: PROGRAM DESCRIPTION

The Building Tune-Up incentive is available to qualified commercial, schools and government facilities. The incentive is intended to identify and facilitate implementation of energy consumption reduction measures. Targeted measures typically optimize existing facility energy and control systems and do not degrade comfort levels in the facility. The incentive level is \$0.05 per square foot of the facility included in the program.

The Building Tune-Up Program complements other Focus on Energy programs and does not preclude participation in other programs. Measures identified during the process which have a payback period longer than 1.5 years may be eligible for Focus on Energy's standard incentives.

SECTION 6: PROGRAM REQUIREMENTS

Please confirm that you meet the following minimum eligibility requirements before submitting an application to participate in the program:

- Are you willing to implement up to the greater of \$10,000 or \$0.025 per square foot of approved measures having a simple payback period shorter than 1.5 years?
 YES
- Are you willing to provide 13 months of natural gas and electrical consumption history and additional facility information in a completed Request for Additional Information?
 YES
- Are you willing to perform investigative activities necessary to complete the Building Tune-Up Checklist?
 YES
- Are you willing to dedicate sufficient O&M staff time and resources to assist with the Building Tune-Up Program?
 YES
- Are you able to satisfy the Building Tune-Up Project requirements within six months of project kick-off?
 YES

If you answered yes to the questions above please complete the application and submit to Focus on Energy for consideration. In reviewing your application, Focus on Energy will be looking for cost effective retrocommissioning opportunities at your facility. Focus on Energy's acceptance decision for the Building Tune-Up Program will be final and binding on all parties.

SECTION 7: FACILITY INFORMATION

Annual kWh Usage:	Annual Therm Usage:
Annual kWh Cost:	Annual Therm Cost:
Year of Construction:	Number of Floors:
Total Floor Area (ft ²):	List components controlled by Direct Digital Control (DDC):

Describe the Existing Control System:

What HVAC systems does the facility have? (Check all that apply):

Cooling Systems

- Chiller, Air Cooled Chiller, Water Cooled Water Source Heat Pump Condenser Other: _____

Heating Systems

- Boiler, Hot Water Boiler, Steam Rooftop Furnace Electric Baseboard Other: _____

Ventilation and Distribution

- Central AHU VAV with Reheat Dual Duct Economizers Other: _____

SECTION 8: APPLICATION SUBMITTAL Select the building type that represents where equipment was installed or service was performed (check **ONE** only). Send or fax form to corresponding address or e-mail BPforms@focusonenergy.com.

Commercial (retail office, bar/restaurant, lodging, healthcare, vehicle/repair, etc.)
Focus on Energy Incentives
10535 N Port Washington Rd., Suite 201
Mequon WI 53092
Fax: 262.240.0825

Schools & Government (public/private schools, government buildings, municipalities, etc.)
Focus on Energy Incentives
2923 Marketplace Drive, Suite 108
Fitchburg WI 53719-5320
Fax: 608.467.1417

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SECTION 1: TRADE ALLY INFORMATION

Company Name:	Telephone:		
Facility Address:	City:	State:	Zip Code:

SECTION 2: BUILDING TUNE-UP TEAM LEAD

Project Team Lead Name:	Title & Certifications:
Project Team Lead Telephone:	Project Team Lead E-mail:

Please list references for previous RCx projects performed by team lead

Contact Name:	Contact Title:
Contact Name:	Contact Title:
Contact Name:	Contact Title:
Contact Name:	Contact Title:

SECTION 3: ADDITIONAL RESOURCES (Please provide the names of supporting team members)

Energy Engineering and Analysis:	Title & Certifications:
Lead Technician:	Title & Certifications:
Other:	Title & Certifications:
Other:	Title & Certifications:

Please select samples of work included: Current Facility Requirements Testing Plan Bin Data Based Calculation
 Systems Manual TOC Training Plan Trend Analysis

SECTION 4: TRADE ALLY PAYMENT INFORMATION (only if receiving payment)

Tax Identification Number—complete only one (must be 9 digits)
 FEIN #: _____ - _____ OR SS #: _____ - _____ - _____

Business Classification of Customer (Check ONE):
 Corporation Partnership Sole Proprietor/Individual LLC Other: _____

Payment Address:	City:	State:	Zip Code:
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SECTION 5: TRADE ALLY ACCEPTANCE OF APPLICATION TERMS

By signing below, I certify that:
 I have read and understand the requirements of the Building Tune-up program as identified in the Service Provider Manual.
 I have the resources and training available to meet the program requirements and deliver RCx services.

Trade Ally Signature:	Trade Ally Name (Print):	Date:
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SECTION 6: APPLICATION SUBMITTAL

Select the building type that represents where equipment was installed or service was performed (check **ONE** only). Send or fax form to corresponding address or e-mail BPforms@focusonenergy.com.

<input type="checkbox"/> Commercial (retail office, bar/restaurant, lodging, healthcare, vehicle/repair, etc.) Focus on Energy Incentives 10535 N Port Washington Rd., Suite 201 Mequon WI 53092 Fax: 262.240.0825	<input type="checkbox"/> Schools & Government (public/private schools, government buildings, municipalities, etc.) Focus on Energy Incentives 2923 Marketplace Drive, Suite 108 Fitchburg WI 53719-5320 Fax: 608.467.1417
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