

Targeted Audit Incentive Application for Business Customers

A Cash Incentive Energy Efficiency Program brought to you by:



Instructions for Use:

For complete instructions, please refer to the Terms and Conditions on page 8.

Step 1: Determine Qualification. Complete this application to determine qualification for a cost-shared, Targeted Audit of your facility to be conducted by a team of energy engineers designated by The Utility.

Step 2: Submit completed application. Include all requested information regarding energy usage and financial commitment and mail, fax, or e-mail the application and all supporting documentation to:

Worthington Public Utilities
PO Box 458
Worthington, MN 56187
Phone: (507) 372-8680
Fax: (507) 372-8688



Please note: Worthington Public Utilities and its supplemental power supplier, Missouri River Energy Services, are offering this Bright Energy Solutions Program. Worthington Public Utilities and Missouri River Energy Services together will be referred to as "The Utility" throughout this document.

Please visit www.brightenergysolutions.com for more information about the Bright Energy Solutions® Programs.

Customer Information (Please Print)			
Customer Name	Contact Name		Date Submitted
Mailing Address	City	State	ZIP Code
Address	City	State	ZIP Code
Phone			
Email Address (By providing your email address, you are granting The Utility permission to send emails regarding this project or updates on our incentive programs.)	Municipality Utility Name & Account Number		
How did you learn about the program? <input type="checkbox"/> My utility <input type="checkbox"/> Contractor/Supplier <input type="checkbox"/> Community Event <input type="checkbox"/> Mailing <input type="checkbox"/> Bill insert <input type="checkbox"/> Other: _____			

Building Information				
Building One:				
Address		City	State	ZIP Code
Phone	Facility Sq. Foot		Year Built	
Existing fuel Type for Space Heating: <input type="checkbox"/> Natural Gas <input type="checkbox"/> Electric <input type="checkbox"/> LP (Propane) <input type="checkbox"/> Oil <input type="checkbox"/> Other _____				
Have you recently made major upgrades to building mechanical or electrical equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No List major upgrades: _____ <i>(Examples are lighting upgraded to T8s, and new HVAC control system.)</i>				
How many computers are in your facility? _____		How many commercial refrigeration / freezer units does the facility have? _____		
What percent (%) of the facility is heated? _____		What percent (%) of the facility is cooled? _____		Are cooking facilities present? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is this a 24-hour facility? <input type="checkbox"/> Yes <input type="checkbox"/> No	Hours per Day	Days per Week	Weeks per Year	Hours per Year (hours X days X weeks)
Building type: <input type="checkbox"/> Elementary/Secondary <input type="checkbox"/> Office Building 5 - 25K ft ² <input type="checkbox"/> Water treatment plant <input type="checkbox"/> College <input type="checkbox"/> Office Building 25 - 100K ft ² <input type="checkbox"/> Wastewater treatment plant <input type="checkbox"/> Other _____ <input type="checkbox"/> Office Building 100 - 200K ft ²				
Building Two:				
Address		City	State	ZIP Code
Phone	Facility Sq. Foot		Year Built	
Existing fuel Type for Space Heating: <input type="checkbox"/> Natural Gas <input type="checkbox"/> Electric <input type="checkbox"/> LP (Propane) <input type="checkbox"/> Oil <input type="checkbox"/> Other _____				
Have you recently made major upgrades to building mechanical or electrical equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No List major upgrades: _____ <i>(Examples are lighting upgraded to T8s, and new HVAC control system.)</i>				
How many computers are in your facility? _____		How many commercial refrigeration / freezer units does the facility have? _____		
What percent (%) of the facility is heated? _____		What percent (%) of the facility is cooled? _____		Are cooking facilities present? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is this a 24-hour facility? <input type="checkbox"/> Yes <input type="checkbox"/> No	Hours per Day	Days per Week	Weeks per Year	Hours per Year (hours X days X weeks)
Building type: <input type="checkbox"/> Elementary/Secondary <input type="checkbox"/> Office Building 5 - 25K ft ² <input type="checkbox"/> Water treatment plant <input type="checkbox"/> College <input type="checkbox"/> Office Building 25 - 100K ft ² <input type="checkbox"/> Wastewater treatment plant <input type="checkbox"/> Other _____ <input type="checkbox"/> Office Building 100 - 200K ft ²				

Building Three:				
Address		City	State	ZIP Code
Phone		Facility Sq. Foot	Year Built	
Existing fuel Type for Space Heating: <input type="checkbox"/> Natural Gas <input type="checkbox"/> Electric <input type="checkbox"/> LP (Propane) <input type="checkbox"/> Oil <input type="checkbox"/> Other _____				
Have you recently made major upgrades to building mechanical or electrical equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No List major upgrades: _____ <i>(Examples are lighting upgraded to T8s, and new HVAC control system.)</i>				
How many computers are in your facility? _____		How many commercial refrigeration / freezer units does the facility have? _____		
What percent (%) of the facility is heated? _____		What percent (%) of the facility is cooled? _____		Are cooking facilities present? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is this a 24-hour facility? <input type="checkbox"/> Yes <input type="checkbox"/> No	Hours per Day	Days per Week	Weeks per Year	Hours per Year (hours X days X weeks)
Building type: <input type="checkbox"/> Elementary/Secondary <input type="checkbox"/> Office Building 5 - 25K ft ² <input type="checkbox"/> Water treatment plant <input type="checkbox"/> College <input type="checkbox"/> Office Building 25 – 100K ft ² <input type="checkbox"/> Wastewater treatment plant <input type="checkbox"/> Other _____ <input type="checkbox"/> Office Building 100 – 200K ft ²				
Building Four:				
Address		City	State	ZIP Code
Phone		Facility Sq. Foot	Year Built	
Existing fuel Type for Space Heating: <input type="checkbox"/> Natural Gas <input type="checkbox"/> Electric <input type="checkbox"/> LP (Propane) <input type="checkbox"/> Oil <input type="checkbox"/> Other _____				
Have you recently made major upgrades to building mechanical or electrical equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No List major upgrades: _____ <i>(Examples are lighting upgraded to T8s, and new HVAC control system.)</i>				
How many computers are in your facility? _____		How many commercial refrigeration / freezer units does the facility have? _____		
What percent (%) of the facility is heated? _____		What percent (%) of the facility is cooled? _____		Are cooking facilities present? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is this a 24-hour facility? <input type="checkbox"/> Yes <input type="checkbox"/> No	Hours per Day	Days per Week	Weeks per Year	Hours per Year (hours X days X weeks)
Building type: <input type="checkbox"/> Elementary/Secondary <input type="checkbox"/> Office Building 5 - 25K ft ² <input type="checkbox"/> Water treatment plant <input type="checkbox"/> College <input type="checkbox"/> Office Building 25 – 100K ft ² <input type="checkbox"/> Wastewater treatment plant <input type="checkbox"/> Other _____ <input type="checkbox"/> Office Building 100 – 200K ft ²				
Building Five:				
Address		City	State	ZIP Code
Phone		Facility Sq. Foot	Year Built	
Existing fuel Type for Space Heating: <input type="checkbox"/> Natural Gas <input type="checkbox"/> Electric <input type="checkbox"/> LP (Propane) <input type="checkbox"/> Oil <input type="checkbox"/> Other _____				
Have you recently made major upgrades to building mechanical or electrical equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No List major upgrades: _____ <i>(Examples are lighting upgraded to T8s, and new HVAC control system.)</i>				
How many computers are in your facility? _____		How many commercial refrigeration / freezer units does the facility have? _____		
What percent (%) of the facility is heated? _____		What percent (%) of the facility is cooled? _____		Are cooking facilities present? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is this a 24-hour facility? <input type="checkbox"/> Yes <input type="checkbox"/> No	Hours per Day	Days per Week	Weeks per Year	Hours per Year (hours X days X weeks)
Building type: <input type="checkbox"/> Elementary/Secondary <input type="checkbox"/> Office Building 5 - 25K ft ² <input type="checkbox"/> Water treatment plant <input type="checkbox"/> College <input type="checkbox"/> Office Building 25 – 100K ft ² <input type="checkbox"/> Wastewater treatment plant <input type="checkbox"/> Other _____ <input type="checkbox"/> Office Building 100 – 200K ft ²				

Required Documentation:

- 2008/2009 Billings for Electricity, including consumption details for **each** building (two full years of billing required)
- 2008/2009 Billings for Natural Gas or other heating fuel, including consumption details for **each** building (two full years of billing required)
- Documentation indicating you have funds available to cost-share in the Targeted Audit i.e., letter from superintendent or financial authority

Certifications and Signature

I hereby certify that: 1. The information contained in this application is accurate and complete; 2. All rules of this Targeted Audit Program have been reviewed; and 3. I have read and understand the terms and conditions included with this document.

- I authorize the release of 2010, 2011, and 2012 billing information to The Utility for Targeted Audit purposes.

With regard to the installation of energy saving equipment resulting from the Targeted Audit recommendations, the customer may receive incentives for qualifying equipment under other Bright Energy SolutionsSM programs in accordance with the terms and conditions of the applicable program. The customer agrees to verification of equipment installation, which may include a site inspection by a program or utility representative. The customer agrees to indemnify, defend, hold harmless and release The Utility from any claims, damages, liabilities, costs and expenses (including reasonable attorneys' fees) arising from or relating to the removal, disposal, installation or operation of any equipment or related materials in connection with the programs described in this application, including any incidental, special or consequential damages.

Please sign and complete the information below.

Signature	Print Name		
	Title (if applicable)		Date Submitted

Member Utility Use Only

Date Received	Pre-Inspected? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Pre-Inspected: Initials:	Post-Inspected? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Post-Inspected Initials:
Incentive Approved <input type="checkbox"/> Yes <input type="checkbox"/> No	Amount :\$		Date Approved	
Utility or Program Representative				

Targeted Audit Pricing Estimates – School Districts

The following *estimated price ranges* are provided as a context for what a school district's contribution to the Bright Energy SolutionsSM Targeted Audit might be. The actual cost will be determined based on the application, and a follow-up discussion between Bright Energy SolutionsSM program representatives and the school's facility manager/representative.

The graduated audit fees listed below, categorized as elementary, middle school, and high school, assume the presence of certain types of equipment and facilities in larger schools (e.g. swimming pools, field houses, etc.) To reiterate, the following cost figures are only general estimates; a firm audit price will be calculated based on the school's application.

<u>School Type</u>	<u>Approximate Conditioned Floor Area*</u>	<u>Total, Estimated Audit Cost</u>	<u>School's Portion (50%) Of Targeted Audit Cost</u>
Elementary	30,000 - 60,000 ft ²	\$ 3,000.00	\$ 1,500.00
Middle School	100,000 - 200,000 ft ²	\$ 3,600.00	\$ 1,800.00
High School	200,000 - 300,000 ft ²	\$ 4,600.00	\$ 2,300.00
Other Buildings	Pricing to be determined based on building size and type.		

Notes:

- The participating utility will cover 50% of the Targeted Audit costs for eligible buildings which are selected to participate in the Targeted Audit Incentive Program.
- School districts are eligible to receive reimbursement of the district's 50-percent contribution to the Targeted Audit costs after completing all Targeted Audit recommendations that result in a simple payback of 2 years or less. The recommended efficiency improvements must be made within 24 months of the audit to qualify for reimbursement.
- Please contact your local utility representative with any questions about the requested documentation, what the audit consists of, the application process, and/or pricing.

Targeted Audit Pricing Estimates – City/Utility-Owned Facilities

The following estimated price ranges are provided as a context for what a building owner's contribution to the Bright Energy SolutionsSM Targeted Audit might be. The actual cost will be determined based on the application, and a follow-up discussion between Bright Energy SolutionsSM program representatives and the facility manager/representative.

The graduated audit fees listed below make assumptions about certain types of equipment in each facility. Wastewater and water treatment plants may have large, custom processing equipment; office spaces vary in size. To reiterate, the following cost figures are only general estimates. A firm audit price will be calculated based on the application.

Building Type	Approximate Conditioned Floor Area*	Total, Estimated Audit Cost	Customer's Portion (50%) Of Targeted Audit Cost
Office Building	5,000 – 25,000 ft ²	\$ 2,000.00	\$ 1,000.00
Office Building	25,000 - 100,000 ft ²	\$ 3,000.00	\$ 1,500.00
Office Building	100,000 - 200,000 ft ²	\$ 3,600.00	\$ 1,800.00
Water Treatment Plant	N/A	\$ 4,600.00	\$ 2,300.00
Wastewater Treatment Plant	N/A	\$ 4,600.00	\$ 2,300.00
Other Buildings	Pricing to be determined based on building size and type.		

Notes:

The participating utility will cover 50% of the Targeted Audit costs for eligible buildings which are selected to participate in the Targeted Audit Incentive Program.

City/Utility-owned facilities are eligible to receive reimbursement of their 50 percent contribution to the Targeted Audit costs after completing all Targeted Audit recommendations that result in a simple payback of 2 years or less. The recommended efficiency improvements must be made within 24 months of the audit to qualify for reimbursement.

Please contact your local utility representative with any questions about the requested documentation, what the audit consists of, the application process, and/or pricing.



Targeted Audit Program Participation Agreement

By signing this Targeted Audit Program Participation Agreement, _____ (customer name) understands and agrees to the following:

- The Targeted Audit Program is a 50/50 cost-sharing program with _____ utility. Thus, the undersigned customer agrees to pay 50% of the cost of the audit, payable upon presentation of the audit findings.
- The customer pledges and affirms that funds are currently available in the budget for its share of the audit costs.
- The undersigned has the authority to bind the undersigned customer to commit to and pay its portion of the audit costs.
- The undersigned has read and understands the terms and conditions applicable to this incentive program as set forth in this application, including those set forth on page 8 below.

Name (Print)	
Signature	
Title	
Date	

ELIGIBILITY:

School districts and city-owned or utility-owned facilities that purchase electricity from The Utility are eligible to participate in the Targeted Audit Incentive Program. To be eligible for participation, a school district must have an ENERGY STAR® Benchmark Score of less than 75, which indicates that there are energy saving opportunities in the facility. Recommended measures that have a simple payback of two years or less must be installed within 24 months of the audit to qualify for the remaining 50% audit fee reimbursement described in this application.

TERMS AND CONDITIONS:

1. **Incentive Offer:** Applications for Targeted Audits will be solicited by The Utility for a specified time period to be determined by The Utility. During the solicitation period, a signed application, with associated documentation as stipulated, must be submitted to The Utility at the address located on the cover page of this application. Please keep a copy for your records. Applications will be reviewed by Missouri River Energy Services (MRES) and prioritized based on the ENERGY STAR® Benchmark Score and on the anticipated benefit from potential energy savings. If the application is approved by MRES, The Utility will engage a team of energy engineers to conduct a Targeted Audit of the customer's building(s), with 50% of the cost of the audit to be paid by The Utility (not to exceed \$5,000 per building). If the customer installs the measures recommended by the audit that have a simple payback of two years or less within 24 months of the audit date, The Utility will reimburse the customer for the portion of the audit fee paid by the customer (not to exceed \$5,000 per building).
2. **Payment:** The Utility will pay the cost of the Targeted Audit initially. Once the Targeted Audit is complete, the customer is required to reimburse The Utility for 50% of the audit fee. The Utility reserves the right to require 100% audit fee reimbursement from the customer if the customer violates program rules and procedures.
3. **Information Sharing:** The Utility reserves the right to publicize your participation in this program, unless you specifically request otherwise in writing. Information contained in this application may be shared with state boards, commissions, departments, and with other Bright Energy Solutions® participating utilities.
4. **Program Discretion:** Funding for, and availability of, this program is limited. Applications for Targeted Audits will be reviewed and approved by MRES, at its discretion. This program and its incentive amounts are subject to change or termination without notice at the discretion of The Utility.
5. **Logo Use:** Customers or allies may not use the name or logo of Bright Energy Solutions, The Utility, or any other participating utility in any marketing, advertising, or promotional material without written permission.
6. **Disclaimers:** The Utility
 - a) does not endorse any particular manufacturer, product, labor or system design by offering these programs;
 - b) will not be responsible for any tax liability imposed on the customer as a result of the payment of incentives;
 - c) does not expressly or implicitly warrant the results of the Targeted Audit or the performance of installed equipment or contractor's quality of work;
 - d) is not responsible for the proper disposal/recycling of any waste generated as a result of this project;
 - e) is not liable for any damage, injury, or loss of life arising from or relating to the removal, installation, or operation of any equipment, or any other action taken by the customer or The Utility, in connection with a project undertaken by the customer under the programs described in this application;
 - f) does not guarantee that a specific level of energy or cost savings will result from the implementation of energy efficiency measures or the use of products funded under this program.

INCENTIVE LIMIT:

Qualifying customers are eligible for a 50% cost share of the Targeted Audit, up to a maximum amount of \$5,000 per building. Qualifying customers will be required to pay 50% of the audit fee upon completion of the study. In addition, the customer is eligible for a reimbursement of this 50% audit fee, up to a maximum of \$5,000 per building, upon completion of all measures recommended in the audit that have a simple payback of two years or less, as determined by The Utility, in its discretion.