Colorado

XcelEnergy®

Business Energy Assessments Application

Internal use only
Xcel Energy OID: _____

Business Energy Assessments Solution

Agriculture Energy Assessment   Building Assessment   Commercial Streamlined Assessment   Indoor Agriculture Assessment

Targeted Building Assessment   Do not know. An Xcel Energy advisor will match us with the best solution.

Customer information

Xcel Energy premises number: Electric _____ and/or Gas_____

Company name _____   Rate code _____

Customer contact name (print) _____   Title _____   Phone _____

Installation address _____   City_____   State _____   ZIP _____

Mailing address (If different from installation) _____   City_____   State _____   ZIP _____

Customer contact email* _____

Customer signature _____   Date _____

This signature is required from the individual tied to the Xcel Energy premises number herein. By signing here, I acknowledge the information in this application is accurate and complete. I confirm I have read, agree with and understand the rules and requirements in this application. I also authorize Xcel Energy to provide a copy of the project preapproval notification to the study provider named herein so as to expedite the study process.

*By providing your email address, you are granting Xcel Energy permission to send further emails regarding our programs ands services. Providing your email address also ensures faster delivery of your preapproval letter, expediting the rebate process.

Assessment provider information

Company name _____   Contact name _____

Phone _____   Qualifications_____   Title _____

Address _____   City_____   State _____   ZIP _____

Email*_____

Complete assessment payment   Complete this section for costs associated with assessments

Customer contact name _____   Phone _____

List of attendees _____   Final assessment cost _____

Alternative rebate recipient: If there is an alternative recipient—to someone other than the company tied to the mailing address premises number noted with the Business Customer information section—then this section must be completed also. If this is left blank, the rebate will be mailed to the company noted in the customer information section.

Customer signature _____   Contact name _____

Mailing address_____   City_____   State _____   ZIP _____

Customer signature _____   Date _____

By signing here, I confirm that I have paid the provider for the study, the study was approved by Xcel Energy and presented to me by the study provider and alternate rebate information is accurate.

Assessment provider name _____

Assessment provider signature_____   Date _____

Building description

Building type: Apartment   Church   Hospital   Hotel/motel   Manufacturing   Office–large (four or more stories)

Restaurant   Retail   School   Warehouse   Other _____

Is the building owned or leased?   Owned   Leased   Square feet _____

kW of square footage of building _____   kWh of square footage of building _____   Dth of square footage of building _____

Potential energy savings as a percentage of annual consumption: kW _____ kWh _____ Dth _____ Customer cost _____ Cost of assessment _____

Customer cost notes _____

Energy Implementer signature _____   Date _____

This signature is required from the assessment provider responsible for completing the study work and report. I acknowledge the information in this application is accurate and complete. I confirm I have read, agree with and understand the terms, conditions, responsibilities in this application, and will produce a study according to the study work scope section of the application. We will not expect customer payment until Xcel Energy has approved our final report. Cost of study will not exceed quoted price without additional notice to the customer and Xcel Energy. Cost changes may impact study funding.

Eligibility requirements and process

To begin the process of an energy assessment, pre-approval is required and the customer and assessment provider should follow the steps below.

Please submit the following to Xcel Energy at the preapproval application phase:

1. Assessment application with completed preapproval section

2. Copy of the assessment proposal from the study provider. The proposal should provide descriptions of the building/space and the energy impact measures discovered in the walk through that will be investigated further. The proposal should address the following items:

   a. What are the existing systems included in this assessment?

   b. What are the customer's concerns, issues, or problems that were discovered during the walk through?

   c. What are the preliminary recommendations to be proposed in this assessment based on the initial walkthrough?

Assessment approval
Assessment provider submits completed assessment report electronically to Xcel Energy with:

1. Completed energy roadmap report

2. Energy calculations

3. Copy of assessment calculator tool

Upon Xcel Energy approval of the final assessment, the assessment provider should send a final copy of the assessment report (and invoice if applicable) to the customer and the Xcel Energy account manager. After the assessment is approved, the assessment provider should invite the Xcel Energy account manager to the final report presentation meeting.

Terms, conditions and responsibilities
1. The assessment provider preforming the assessment must do so with impartiality towards equipment suppliers, distributors, and all equipment or product brand names.

2. Xcel Energy's decision relating to customer eligibility for the assessment or other issues will be final and binding for all parties.

3. The customer shall be responsible for directing the work of the consultant or the contractor; at no time shall the assessment provider or contractor be considered an agent, employee or a contractor of Xcel Energy.

4. Xcel Energy reserves the right to perform pre- and post-installation energy testing and data collection.

5. Xcel Energy reserves the right to accept or reject any application, assessment, or portion thereof.

6. Xcel Energy's conservation rebate programs are subject to 60 days notice of cancellation.

7. Xcel Energy reserves the right to conduct inspections of installation and/or make a reasonable number of follow-up visits to customers' facility to verify savings estimates and/or measure implementation.

8. Xcel Energy reserves the right to limit future assessment rebates if customer fails to turn in completed paperwork after the opportunity has been completed and/or the customer doesn't implement measures from past assessments.

Energy Roadmap
The Energy Roadmap is customized to customer needs and may include the following components:

A. Executive summary

B. Introduction

C. Assessment summary

D. Project description

E. Energy estimate

F. Measurement of energy

G. Non-energy project impacts

H. Project costs/vendor quotations

I. Financial analysis

J. Implementation

K. Other cost savings

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