

**Rock County, Wisconsin**

51 South Main Street  
Janesville, WI 53545  
(608)757-5518



**General Services**

-Facilities Management  
-Maintenance

**GENERAL SERVICES COMMITTEE  
TUESDAY, DECEMBER 5, 2017 – 8:00 A.M.  
CONFERENCE ROOM N-1 – FIFTH FLOOR  
ROCK COUNTY COURTHOUSE-EAST**

**Agenda**

1. Call to Order and Approve Agenda
2. Citizen Participation
3. Approval of Minutes – November 21, 2017
4. Transfers
5. Review of Payments
6. Resolution
  - A. Retaining an Architectural & Engineering Firm to Prepare Plans and Specifications for the Renovation of the Shelter Care Space to Secured Detention Center Space for Housing the ACTIONS Program at the Youth Services Building
7. Updates
  - A. Capital Projects
  - B. Health Care Center Closed Files Purging Progress
  - C. Jail and Courthouse Building Retro-Commissioning
  - D. Express Boiler Tune Ups
  - E. Performance Contracting
  - F. Courthouse Mural
8. Communications, Announcements and Information
9. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF NOVEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62112	SECURITY				
		P1700473	11/09/2017	MIRION TECHNOLOGIES GDS INC	316.80
		P1700566	11/02/2017	JBM PATROL AND PROTECTION CORP	11,082.08
18-1810-0000-62160	CLEANING CONTRAC				
		P1700571	11/09/2017	PETERSON CLEANING INC	9,513.26
18-1810-0000-62400	R & M SERV				
		P1700266	11/22/2017	COLLINS SANITARY	440.00
		P1700336	11/30/2017	ILLINGWORTH KILGUST MECHANICAL	432.35
		P1700562	11/02/2017	SGTS INC	3,427.06
		P1700568	11/16/2017	SAFeway PEST CONTROL	45.00
		P1700573	11/09/2017	ADVANCED DISPOSAL SERVICES	280.00
		P1701573	11/09/2017	HALVERSON CARPET CENTER LTD	1,212.00
		P1702462	11/16/2017	FOLEY ELECTRIC INC	2,046.38
		P1702597	11/30/2017	GENERAL HEATING AND AIR CONDIT	1,232.00
18-1810-0000-62481	ELEVATOR				
		P1701852	11/16/2017	ATIS ELEVATOR INSPECTIONS LLC	630.00
18-1810-0000-63100	OFC SUPP & EXP				
		P1700476	11/22/2017	OFFICE PRO INC	56.98
		P1700490	11/30/2017	STAPLES BUSINESS ADVANTAGE	2.26
18-1810-0000-63500	R&M SUPPLIES				
		P1700260	11/22/2017	AARONS LOCK AND SAFE INC	85.96
		P1700261	11/09/2017	ARAMARK UNIFORM SERVICES INC	286.91
		P1700270	11/22/2017	CITY OF JANESVILLE	25.00
		P1700327	11/22/2017	GRAINGER	6,161.78
		P1700328	11/16/2017	HARRIS ACE HARDWARE LLP	47.29
		P1700339	11/09/2017	JANESVILLE WINSUPPLY COMPANY	620.88
		P1700471	11/22/2017	MC MASTER-CARR SUPPLY COMPANY	297.48
		P1700472	11/09/2017	MENARDS	955.60
		P1700482	11/22/2017	PUR CHEM LLC	2,318.00
		P1700484	11/22/2017	R E MICHEL COMPANY	238.01
		P1700490	11/30/2017	STAPLES BUSINESS ADVANTAGE	593.54
		P1700493	11/30/2017	LA FORCE HARDWARE AND	128.00
		P1700564	11/22/2017	WRIGHT EXPRESS FSC	42.24
		P1701072	11/30/2017	WERNER ELECTRIC SUPPLY	30.54
		P1702557	11/02/2017	CINTAS FIRE PROTECTION	151.35
				<b>FACILITIES MGMNT PROG TOTAL</b>	<b>42,698.75</b>
18-1811-0000-62119	OTHER SERVICES				
		P1700261	11/09/2017	ARAMARK UNIFORM SERVICES INC	127.75
		P1700568	11/16/2017	SAFeway PEST CONTROL	70.00
		P1700573	11/09/2017	ADVANCED DISPOSAL SERVICES	202.00
18-1811-0000-62160	CLEANING CONTRAC				
		P1700571	11/09/2017	PETERSON CLEANING INC	857.01
18-1811-0000-62400	R & M SERV				
		P1700479	11/22/2017	POMPS TIRE SERVICE INC	23.01
18-1811-0000-63500	R&M SUPPLIES				
		P1700265	11/09/2017	BJ ELECTRIC SUPPLY INC	53.29

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF NOVEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
		P1700322	11/09/2017	ENERGETICS INC	37.01
		P1700324	11/22/2017	FASTENAL COMPANY	30.72
		P1700327	11/22/2017	GRAINGER	123.66
		P1700328	11/16/2017	HARRIS ACE HARDWARE LLP	93.58
		P1700337	11/22/2017	JACK AND DICKS FEED AND GARDEN	60.90
		P1700472	11/09/2017	MENARDS	13.66
		P1700474	11/30/2017	NAPA AUTO PARTS	100.91
		P1700490	11/30/2017	STAPLES BUSINESS ADVANTAGE	520.85
18-1811-0000-67200	CAPITAL IMPROV				
		P1702442	11/30/2017	JOHNSON CONTROLS INC	5,250.00
				<b>PUBLIC HEALTH/COA PROG TOTAL</b>	<b>7,564.35</b>
18-1812-0000-62119	OTHER SERVICES				
		P1700568	11/16/2017	SAFeway PEST CONTROL	90.00
		P1700573	11/09/2017	ADVANCED DISPOSAL SERVICES	232.00
18-1812-0000-62160	CLEANING CONTRAC				
		P1700571	11/09/2017	PETERSON CLEANING INC	808.50
18-1812-0000-62400	R & M SERV				
		P1701330	11/30/2017	SGTS INC	1,895.00
		P1702346	11/16/2017	VERTIV SERVICES INC	500.00
		P1702537	11/22/2017	POWELL CONSTRUCTION INC	3,900.00
18-1812-0000-63500	R&M SUPPLIES				
		P1700265	11/09/2017	BJ ELECTRIC SUPPLY INC	336.85
		P1700267	11/22/2017	CONGRESS GLASS INC	324.00
		P1700325	11/22/2017	FERGUSON ENTERPRISES INC	27.06
		P1700337	11/22/2017	JACK AND DICKS FEED AND GARDEN	182.70
		P1700338	11/02/2017	JANESVILLE ELECTRIC MOTOR CORP	249.87
		P1700472	11/09/2017	MENARDS	25.68
		P1700490	11/30/2017	STAPLES BUSINESS ADVANTAGE	42.81
		P1701072	11/22/2017	WERNER ELECTRIC SUPPLY	111.70
				<b>YOUTH SERVICES CENTER PROG TOTAL</b>	<b>8,726.17</b>
18-1815-0000-62201	ELECTRIC				
			11/02/2017	ALLIANT ENERGY/WP&L	10,830.58
18-1815-0000-62202	WATER				
			11/22/2017	JANESVILLE WATER AND	4,097.99
18-1815-0000-62203	NATURAL GAS				
			11/02/2017	ALLIANT ENERGY/WP&L	1,171.94
18-1815-0000-62400	R & M SERV				
		P1700094	11/02/2017	PORTERS LAWN AND POWER	140.10
		P1700096	11/02/2017	JOHNSON CONTROLS INC	481.80
		P1700107	11/02/2017	JF AHERN COMPANY	125.00
		P1700245	11/16/2017	ADVANCED DISPOSAL SERVICES	110.00
		P1700248	11/09/2017	PETERSON CLEANING INC	9,350.00
		P1700625	11/02/2017	MOTION INDUSTRIES INC	27.44
		P1702715	11/02/2017	DAMARC QUALITY INSPECTION SERV	260.00
		P1702721	11/02/2017	STATE OF WISCONSIN	100.00

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF NOVEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt		
18-1816-0000-63500	R&M SUPPLIES	P1702759	11/02/2017	POMPS TIRE SERVICE INC	45.00		
		P1702773	11/02/2017	NORTHLAND EQUIPMENT CO INC	8.49		
		P1700090	11/16/2017	AIRGAS NORTH CENTRAL	117.01		
		P1700099	11/09/2017	WRIGHT EXPRESS FSC	208.84		
		P1700108	11/02/2017	BATTERIES PLUS LLC	368.24		
		P1700110	11/02/2017	DEGARMO PLUMBING INC	262.00		
		P1700119	11/16/2017	HOME DEPOT/GECF	127.78		
		P1700490	11/30/2017	STAPLES BUSINESS ADVANTAGE	191.00		
		P1701371	11/02/2017	LB MEDWASTE SERVICES	52.24		
		P1702330	11/09/2017	OIL EQUIPMENT CO INC	147.50		
		P1702741	11/02/2017	BROWN OIL CO INC	395.00		
		<b>HCC BUILDING COMPLEX PROG TOTAL</b>					<b>28,617.95</b>
		18-1816-0000-62119	OTHER SERVICES	P1700261	11/16/2017	ARAMARK UNIFORM SERVICES INC	25.55
P1700568	11/16/2017			SAFEGWAY PEST CONTROL	26.00		
P1700573	11/09/2017			ADVANCED DISPOSAL SERVICES	148.00		
18-1816-0000-62160	CLEANING CONTRAC	P1700571	11/09/2017	PETERSON CLEANING INC	539.00		
18-1816-0000-62400	R & M SERV	P1702340	11/30/2017	NIEMAN CENTRAL WISCONSIN ROOFI	385.00		
18-1816-0000-63500	R&M SUPPLIES	P1700265	11/09/2017	BJ ELECTRIC SUPPLY INC	150.00		
		P1700484	11/22/2017	R E MICHEL COMPANY	1,293.31		
		P1700490	11/30/2017	STAPLES BUSINESS ADVANTAGE	140.66		
<b>COMMUNICATIONS-CTR-OPERATION-PROG TOTAL</b>					<b>2,707.52</b>		
18-1817-0000-62119	OTHER SERVICES	P1700568	11/16/2017	SAFEGWAY PEST CONTROL	219.00		
18-1817-0000-62160	CLEANING CONTRAC	P1700571	11/09/2017	PETERSON CLEANING INC	804.46		
18-1817-0000-62400	R & M SERV	P1701026	11/16/2017	PBBS EQUIPMENT CORPORATION	707.14		
18-1817-0000-63500	R&M SUPPLIES	P1700327	11/22/2017	GRAINGER	265.40		
		P1700490	11/30/2017	STAPLES BUSINESS ADVANTAGE	136.92		
		P1701026	11/02/2017	PBBS EQUIPMENT CORPORATION	4.71		
<b>DIVERSION PROG/ASC PROG TOTAL</b>					<b>2,137.63</b>		
18-1818-0000-62160	CLEANING CONTRAC	P1700571	11/09/2017	PETERSON CLEANING INC	2,364.76		
18-1818-0000-62400	R & M SERV	P1700266	11/30/2017	COLLINS SANITARY	190.00		
		P1700267	11/30/2017	CONGRESS GLASS INC	1,165.00		
		P1700479	11/22/2017	POMPS TIRE SERVICE INC	1,295.37		
		P1700568	11/16/2017	SAFEGWAY PEST CONTROL	5.64		

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF NOVEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
		P1700573	11/09/2017	ADVANCED DISPOSAL SERVICES	766.00
		P1701026	11/16/2017	PBBS EQUIPMENT CORPORATION	888.59
		P1701573	11/22/2017	HALVERSON CARPET CENTER LTD	287.00
		P1701689	11/02/2017	HOBART SALES AND SERVICE	384.27
		P1702537	11/22/2017	POWELL CONSTRUCTION INC	2,800.00
18-1818-0000-62461	ELEVATOR				
		P1701852	11/16/2017	ATIS ELEVATOR INSPECTIONS LLC	210.00
18-1818-0000-63500	R&M SUPPLIES				
		P1700261	11/09/2017	ARAMARK UNIFORM SERVICES INC	202.26
		P1700322	11/09/2017	ENERGETICS INC	686.03
		P1700324	11/22/2017	FASTENAL COMPANY	4.93
		P1700327	11/22/2017	GRAINGER	622.48
		P1700328	11/16/2017	HARRIS ACE HARDWARE LLP	16.76
		P1700337	11/22/2017	JACK AND DICKS FEED AND GARDEN	2,984.10
		P1700339	11/09/2017	JANESVILLE WINSUPPLY COMPANY	624.91
		P1700469	11/22/2017	JOHNSTONE SUPPLY	162.04
		P1700472	11/09/2017	MENARDS	276.46
		P1700482	11/22/2017	PUR CHEM LLC	2,418.00
		P1700484	11/22/2017	R E MICHEL COMPANY	940.83
		P1700490	11/30/2017	STAPLES BUSINESS ADVANTAGE	126.06
		P1701358	11/16/2017	JP MORGAN CHASE BANK NA	19.40
				<b>JAIL PROG TOTAL</b>	<b>19,440.89</b>
18-1819-0000-62400	R & M SERV				
		P1700292	11/22/2017	DEGARMO PLUMBING INC	2,534.21
		P1700578	11/22/2017	TRUGREEN	270.00
		P1700761	11/30/2017	BOWERS SEWER AND DRAIN	220.00
		P1702703	11/22/2017	DAMARC QUALITY INSPECTION SERV	230.00
18-1819-0000-62461	ELEVATOR				
		P1700491	11/22/2017	STATE OF WISCONSIN	100.00
18-1819-0000-63500	R&M SUPPLIES				
		P1700482	11/22/2017	PUR CHEM LLC	140.64
				<b>UW-ROCK COUNTY PROG TOTAL</b>	<b>3,494.85</b>
18-1820-0000-62160	CLEANING CONTRAC				
		P1700571	11/09/2017	PETERSON CLEANING INC	901.48
18-1820-0000-62400	R & M SERV				
		P1700568	11/16/2017	SAFEWAY PEST CONTROL	80.00
		P1700573	11/09/2017	ADVANCED DISPOSAL SERVICES	361.20
18-1820-0000-63500	R&M SUPPLIES				
		P1700490	11/30/2017	STAPLES BUSINESS ADVANTAGE	536.21
18-1820-0000-65321	BLDG/OFC LEASE				
		P1700565	11/09/2017	HENDRICKS COMMERCIAL	11,148.00
				<b>ECLIPSE CENTER PROG TOTAL</b>	<b>13,026.89</b>
18-1821-0000-62119	OTHER SERVICES				
		P1700261	11/09/2017	ARAMARK UNIFORM SERVICES INC	109.10

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF NOVEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
		P1700573	11/16/2017	ADVANCED DISPOSAL SERVICES	137.00
		P1702151	11/09/2017	JF AHERN COMPANY	190.00
18-1821-0000-62160	CLEANING CONTRAC				
		P1700571	11/09/2017	PETERSON CLEANING INC	3,463.07
18-1821-0000-62400	R & M SERV				
		P1702701	11/16/2017	SJ CARLSON FIRE PROTECTION INC	242.29
18-1821-0000-63500	R&M SUPPLIES				
		P1700265	11/09/2017	BJ ELECTRIC SUPPLY INC	265.58
		P1700327	11/30/2017	GRAINGER	4.56
		P1700328	11/16/2017	HARRIS ACE HARDWARE LLP	40.65
		P1700338	11/30/2017	JANESVILLE ELECTRIC MOTOR CORP	193.50
		P1700469	11/22/2017	JOHNSTONE SUPPLY	97.60
		P1700472	11/09/2017	MENARDS	179.00
		P1702427	11/30/2017	SULLIVAN SIGNS INC	245.00
		P1702763	11/22/2017	NATIONAL FLAG STORE	52.00
18-1821-0000-67200	CAPITAL IMPROV				
		P1601680	11/09/2017	ANGUS YOUNG ASSOCIATES INC	796.48
				<b>JOB CENTER PROG TOTAL</b>	<b>6,015.83</b>
18-1822-0000-62119	OTHER SERVICES				
		P1700573	11/16/2017	ADVANCED DISPOSAL SERVICES	72.00
18-1822-0000-62160	CLEANING CONTRAC				
		P1700571	11/09/2017	PETERSON CLEANING INC	686.69
				<b>FRANKLIN ST PROG TOTAL</b>	<b>758.69</b>
18-1823-0000-62119	OTHER SERVICES				
		P1700573	11/16/2017	ADVANCED DISPOSAL SERVICES	52.00
18-1823-0000-62160	CLEANING CONTRAC				
		P1700571	11/09/2017	PETERSON CLEANING INC	266.90
18-1823-0000-63500	R&M SUPPLIES				
		P1700328	11/16/2017	HARRIS ACE HARDWARE LLP	9.99
		P1700488	11/16/2017	SHERWIN WILLIAMS	51.74
		P1700490	11/30/2017	STAPLES BUSINESS ADVANTAGE	18.05
				<b>COURT ST PROG TOTAL</b>	<b>398.68</b>
18-1824-0000-62119	OTHER SERVICES				
		P1700261	11/09/2017	ARAMARK UNIFORM SERVICES INC	0.00
		P1700573	11/09/2017	ADVANCED DISPOSAL SERVICES	563.82
18-1824-0000-62160	CLEANING CONTRAC				
		P1700571	11/09/2017	PETERSON CLEANING INC	613.77
18-1824-0000-62400	R & M SERV				
		P1700769	11/30/2017	ADDIE WATER SYSTEMS INC	47.32
		P1700781	11/22/2017	MEYERS PRESSURE CLEANERS	958.40
18-1824-0000-63500	R&M SUPPLIES				
		P1700265	11/09/2017	BJ ELECTRIC SUPPLY INC	201.12
		P1700327	11/22/2017	GRAINGER	22.98
		P1700490	11/30/2017	STAPLES BUSINESS ADVANTAGE	37.39

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF NOVEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1824-0000-67200	CAPITAL IMPROV				
		P1701616	11/30/2017	ANGUS YOUNG ASSOCIATES INC	6,168.00
		P1702072	11/02/2017	ANGUS YOUNG ASSOCIATES INC	482.31
		P1702314	11/02/2017	ANGUS YOUNG ASSOCIATES INC	2,082.11
		P1702816	11/30/2017	CENTURY FENCE COMPANY	640.00
		P1702817	11/22/2017	QUALITY FAB INC	1,600.00
				<b>HWY BUILDINGS/GROUNDS PROG TOTAL</b>	<b>13,417.22</b>
18-1837-0000-67200	CAPITAL IMPROV				
		P1701028	11/02/2017	TRI COR MECHANICAL INC	42,308.00
		P1701922	11/30/2017	HONEYWELL INC	126.58
		P1701968	11/22/2017	IMEG CORP	2,775.00
		P1702628	11/30/2017	CONGRESS GLASS INC	1,404.25
				<b>JAIL CAPITAL IMPROVEMENTS PROG TOTAL</b>	<b>46,613.83</b>
18-1842-0000-67200	CAPITAL IMPROV				
		P1701656	11/02/2017	PRECISION DRIVE AND CONTROL IN	3,985.00
				<b>COURTHOUSE FACILITY PROJECT PROG TOTAL</b>	<b>3,985.00</b>
18-1843-0000-67200	CAPITAL IMPROV				
		P1701435	11/02/2017	TRI COR MECHANICAL INC	25,176.00
				<b>U-ROCK EXPANSION PROJECT PROG TOTAL</b>	<b>25,176.00</b>
18-1849-0000-67200	CAPITAL IMPROV				
		P1702525	11/22/2017	JD ENVIRONMENTAL LLC	77,700.00
		P1702581	11/02/2017	MEAD AND HUNT INC	3,422.88
				<b>HCC COMPLEX PROJECT PROG TOTAL</b>	<b>81,122.88</b>
18-1854-0000-67200	CAPITAL IMPROV				
		P1701955	11/02/2017	IMEG CORP	4,690.00
				<b>LIGHTNING PROTECTION PROJECT PROG TOTAL</b>	<b>4,690.00</b>
18-1855-0000-67200	CAPITAL IMPROV				
		P1503213	11/02/2017	MEAD AND HUNT INC	1,747.20
		P1701336	11/09/2017	GILBANK CONSTRUCTION INC	123,300.00
				<b>COURTHOUSE SECURITY SYSTEM PROG TOTAL</b>	<b>125,047.20</b>
18-1856-0000-67200	CAPITAL IMPROV				
		P1701513	11/09/2017	GLEN FERN CONSTRUCTION LLC	43,353.00
		P1701615	11/02/2017	ANGUS YOUNG ASSOCIATES INC	457.56
				<b>JOB CENTER BUILDING PROG TOTAL</b>	<b>43,810.56</b>

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF NOVEMBER 2017

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Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
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I have reviewed the preceding payments in the total \$479,450.89

Date: Dept \_\_\_\_\_

Committee \_\_\_\_\_

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF NOVEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
41-4350-4270-67161	CA \$5,000/MORE	P1702278	11/22/2017	DISTINCTIVE ROOFING INC	23,256.00
COST POOLS BLDG & GRDS OP PROG TOTAL					<u>23,256.00</u>

I have reviewed the preceding payments in the total **\$23,256.00**

Date: \_\_\_\_\_ Dept \_\_\_\_\_  
Committee \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee  
INITIATED BY



Brent Sutherland- Director-  
Facilities Management  
DRAFTED BY

General Services Committee  
SUBMITTED BY

November 29, 2017  
DATE DRAFTED

**Retaining an Architectural & Engineering Firm to Prepare Plans and Specifications  
for the Renovation of the Shelter Care Space to Secured Detention Center Space for  
Housing the ACTIONS Program at the Youth Services Building**

1 **WHEREAS**, the 2017 budget included funds for the renovation of the Shelter Care space to secure space;  
2 and  
3

4 **WHEREAS**, the Shelter Care Space to be renovated is located within the Youth Services Center building  
5 located at 210 East Highway 14; and  
6

7 **WHEREAS**, the Shelter Care Program was moved to an off site leased building and the space vacated by  
8 Shelter Care Program is in need of renovations to accommodate the ACTIONS Program; and  
9

10 **WHEREAS**, the ACTIONS Program requires the space to be secure detention center space.  
11

12 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
13 this \_\_\_\_\_ day of \_\_\_\_\_, 2017 that a purchase order be issued to Potter Lawson  
14 Architects/Engineering firm of Madison, Wisconsin, in the amount of \$36,000 to prepare project plans  
15 and specifications to renovate the Shelter Care space at the Youth Services Center.  
16

17 **BE IT FURTHER RESOLVED**, that a \$5,000.00 contingency also be approved to cover any possible  
18 unforeseen items.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

\_\_\_\_\_  
Henry Brill, Chair

\_\_\_\_\_  
Vacant, Vice Chair

\_\_\_\_\_  
Bob Yeomans

\_\_\_\_\_  
David Homan

\_\_\_\_\_  
Jeremy Zajac

Retaining an Architectural & Engineering Firm to Prepare Plans and Specifications for the Renovation of the Shelter Care Space to Secured Detention Center Space for Housing the ACTIONS Program at the Youth Services Building  
Page 2

FISCAL NOTE:

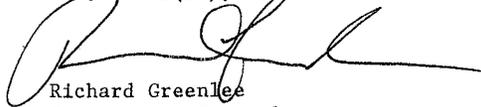
Funds were included in the 2017 budget for this project. This project is being funded by sales tax revenue.



Sherry Oja  
Finance Director

LEGAL NOTE:

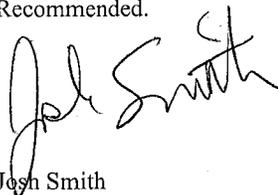
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.



Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

## **EXECUTIVE SUMMARY**

### **Retaining an Architectural & Engineering Firm to Prepare Plans and Specifications for the Renovation of the Shelter Care Space to Secured Detention Center Space for Housing the ACTIONS Program at the Youth Services Building**

The resolution before you awards a contract to Potter-Lawson Architects for the preparation of plans and specifications for space renovations at the Youth Services Center building. This space was vacated by the Shelter Care Program and is now in need of renovations to accommodate the ACTION program.

The space is in the Youth Services Center building located at 210 East on Highway 14. This space is currently non-secure and will be renovated to be secure.

Completing this renovation will allow the Human Services Department to expand the ACTIONS program. The 2018 budget also included a new 1.0 FTE Behavioral Health Clinician to support the ACTIONS program. Combined, these steps will allow the department to increase services to youth with greater needs and reduce more expensive placements in state correctional facilities and other locations.

# PRIOR YEARS PROJECTS FACILITIES MANAGEMENT PROJECT UPDATES AS OF 11/28/17

## OUTSTANDING PROJECTS

BUILDING	PROJECT NAME	STATUS
JOB CENTER	PARKING LOT RESURFACING	RECENTLY RECEIVED CITY PLAN REVIEW APPROVAL- FUNDS WILL BE CARRIED FORWARD AND WILL BE COMPLETED IN JUNE OF 2018. LIGHTING WILL BE FINISHED IN DECEMBER 2017 AND THAT IS TOO LATE FOR ASPHALT WORK.

## PROJECTS IN PROGRESS

BUILDING	PROJECT NAME	STATUS
COURTHOUSE	SECURITY - PHASE 1	WORK IS UNDERWAY AHEAD OF SCHEDULE
HEALTH CARE CENTER	ELEVATOR MODERNIZATION	PROJECT WAS PUT ON HOLD 5/23 DUE TO THE HCC SPACE STUDY FINDINGS. THIS MAY NOT BE COMPLETED
JOB CENTER	PARKING LOT LIGHTS	IN PROGRESS

## COMPLETED PROJECTS

BUILDING	PROJECT NAME	STATUS
COUNCIL ON AGING	MASONRY WORK	COMPLETED
COUNCIL ON AGING	FACIA REPLACEMENT	COMPLETED
COURTHOUSE	BRICK & PLANTERS	COMPLETED
COURTHOUSE	BOILER BREECHING	COMPLETED
COURTHOUSE	CARPET	COMPLETED
COURTHOUSE	MASONRY REPAIRS	COMPLETED
COURTHOUSE	FALL PROTECTION	COMPLETED
COURTHOUSE	928 GLASS WINDOW PANES REPLACED	COMPLETED
COURTHOUSE	TOWER DEMOLITION	COMPLETED
COURTHOUSE	ROOF REPLACEMENT	COMPLETED
ECLIPSE CENTER	CARPET	COMPLETED
HEALTH DEPT	CABINETS & DOORS	COMPLETED
HEALTH DEPT	CARPET	COMPLETED
HEALTH DEPT	HVAC CONTROLS	COMPLETED
HCC	EAST WING ROOF REPLACEMENT	COMPLETED
HCC	LIGHTNING PROTECTION	COMPLETED
HCC	SPACE NEEDS STUDY	COMPLETED
HCC	CLOSED FILE EXIT	NOT REQUIRED - COMPLETED
HCC, COA, 911, JOB	SIDEWALKS & PARKING LOTS	COMPLETED
JAIL	AC REPLACEMENT	COMPLETED
JAIL	WATER HEATER	COMPLETED
JAIL	CHILLER CONTROLS	COMPLETED
JAIL	CART WASHER AND SHOWERS REFURBISH	COMPLETED
JAIL	LOADER	PURCHASED & DELIVERED
JAIL	CARPET	COMPLETED
JAIL	FALL PROTECTION	COMPLETED
JAIL	HONEYWELL BLDG INTEGRATION	COMPLETED
JAIL	HONEYWELL AIR HANDLER CONTROLLER UPGRADE	COMPLETED
JAIL	GREASE TRAP	COMPLETED
JAIL	FLOOR TILE REPLACED WITH POLISHED CONCRETE	COMPLETED
JAIL	SANITARY HOOK INSTALLATION	COMPLETED
JAIL	VICTALIC PIPE FITTING REPLACEMENT	COMPLETED
JOB CENTER	INTERIOR LIGHTING UPGRADE	COMPLETED
JOB CENTER	ELECTRICAL SERVICE ENTRANCE	COMPLETED

BUILDING	PROJECT NAME	STATUS
JOB CENTER	BATHROOM REMODELING	COMPLETED
JOB CENTER	HVAC AIR HANDLING REPLACEMENT	COMPLETED
RECORDS STORAGE	ROOF REPLACEMENT	COMPLETED
STORAGE BUILDING	STORAGE BUILDING	COMPLETED – NO RENTAL UNITS BEING UTILIZED
UW-ROCK	BANDROOM WALL & PARAPET	COMPLETED
UW-ROCK	PARKING LOT	COMPLETED
UW-ROCK	HVAC STUDY	COMPLETED
UW-ROCK	REPLACE EXHAUST FAN	COMPLETED
UW-ROCK	SECURITY MASS NOTIFICATION	COMPLETED
UW-ROCK	AHU REPLACEMENTS	COMPLETED
YOUTH SERVICES	ROOF REPLACEMENT/FALL PROTECTION	COMPLETED

# NEW 2017 FACILITIES MANAGEMENT PROJECT UPDATES AS OF 11/28/17

## OUTSTANDING PROJECTS

BUILDING	PROJECT NAME	STATUS
HEALTH DEPT-NORTH	FLOORING REPLACEMENT	NOT DOING IN 2017 FUNDED IN 2018
JAIL	CAMERA SYSTEM	DUE TO ADDITIONAL FUNDS REQUIRED THESE FUNDS WILL BE CARRIED FORWARD

## PROJECTS OUT FOR BID

BUILDING	PROJECT NAME	STATUS	BID DUE DATE	COMMITTEE APPROVAL	COUNTY BOARD APPROVAL
NONE					

## PROJECTS IN PROGRESS

BUILDING	PROJECT NAME	STATUS
COURTHOUSE	SIDEWALK REPLACEMENT	PO ISSUED. WORK BEING SCHEDULED. MAY NOT GET COMPLETED IN 2017.
COURTHOUSE	SECURITY PHASE 2 AND 3	DESIGN OPTION COMPLETED. GOES TO COUNTY BOARD DEC 14TH FOR APPROVAL.
HCC	DOOR CARD ACCESS INSTALLATION	SPECIFICATIONS BEING WORKED ON
JAIL	AIR HANDLER CONTROLLER REPLACEMENT	WORK IS IN PROGRESS
PUBLIC WORKS	NEW BELOIT FACILITIES ENGINEERING	WORKING WITH ANGUS YOUNG ON DESIGN AND SPECIFICATIONS
PUBLIC WORKS	EXTERIOR BUILDING LIGHTS	SCHEDULED TO START IN JANUARY
OLD ROCK HAVEN	HAZARDOUS MATERIAL ABATEMENT	WORK IS IN PROGRESS AND ON SCHEDULE
YOUTH SERVICES	SHELTER CARE	WAS PUT ON HOLD. CURRENTLY WORKING ON DESIGN WITH POTTER LAWSON & MEAD HUNT.

## COMPLETED PROJECTS

BUILDING	PROJECT NAME	STATUS
911	ACCESS CONTROLS	COMPLETED
COURTHOUSE	CARPET REPLACEMENT	COMPLETED
COURTHOUSE	CIRCUIT BOARD REPLACEMENT	COMPLETED
COURTHOUSE	FRONT PLANTERS	COMPLETED
COURTHOUSE	VARIABLE FREQUENCY DRIVES	COMPLETED
COUNCIL ON AGING	FLOORING REPLACEMENT	COMPLETED
COUNCIL ON AGING	SHED	COMPLETED
COUNCIL ON AGING	VAV REPAIR	COMPLETED
ECLIPSE CENTER	FLOORING REPLACEMENT	COMPLETED
JAIL	DRINKING FOUNTAIN REPLACEMENT	COMPLETED
JAIL	SHOWER REFURBISH	COMPLETED
JAIL	WINDOW REPLACEMENT	COMPLETED
JAIL	DOOR REPLACEMENT	COMPLETED
JAIL	MECHANICAL DOOR RELEASE SYSTEM	COMPLETED
JOB CENTER	OFFICE RENOVATION - CCS	COMPLETED
HCC	LOCATOR	COMPLETED
HCC	UNDERGROUND DIESEL TANK MONITOR REPLACEMENT	COMPLETED
HCC	CAMERA UPGRADE	COMPLETED
MEDICAL EXAMINERS GARAGE	NEW BUILDING	COMPLETED
PUBLIC WORKS	BOILER REPLACEMENT	COMPLETED
PUBLIC WORKS	DIESEL TANK REMOVAL	COMPLETED
PUBLIC WORKS	UPGRADE INTERIOR LIGHTS IN ORFORDVILLE GARAGE	COMPLETED
PUBLIC WORKS	PAVING WEST & EAST SIDE OF GARAGE	COMPLETED
PUBLIC WORKS	SIDEWALK REPLACEMENT	COMPLETED
PUBLIC WORKS	SECURITY GATES MOTOR AND ACCESS CONTROLS	COMPLETED
PUBLIC WORKS	ORFORDVILLE GARAGE ROOF REPLACEMENT	COMPLETED
ROCK HAVEN	TRANSITION STRIPS	COMPLETED
YOUTH SERVICES	ROOF TOP AC UNIT REPLACEMENT	COMPLETED

**From:** LISA MOORE-KELTY  
**Sent:** Wednesday, November 29, 2017 11:02 AM  
**To:** Brent Sutherland <[Brent.Sutherland@co.rock.wi.us](mailto:Brent.Sutherland@co.rock.wi.us)>  
**Subject:** RE: monthly progress report

Please let me know if this is what you have in mind.

There are a total of 95 shelving sides (each side has 7 shelves). We're currently concentrating on the Alpha area that has 19 shelving sides. Since we began purging we've gone through 12 shelving sides with 7 left to go in Alpha. Since the last time I checked in, we've purged 2 ½ shelving sides.

Overall we've completed 13% of the purging but we knew going into the project that the Alpha section would be more time consuming. We have completed 63% of the Alpha section.

Going forward I should be able to produce quarterly figures.

Thanks,

*Lisa A. Moore-Kelty, RHIT*  
Rock County HIPAA Privacy Officer  
Human Services Medical Records Manager  
P.O. Box 1649  
Janesville, WI 53547-1649  
608-757-5172 (phone)  
608-757-5011 (fax)  
[lisa.moore-kelty@co.rock.wi.us](mailto:lisa.moore-kelty@co.rock.wi.us)

Program Manager Approval	
Application ID:	422046
Incentive Amount:	\$1,335.24
Total Project Cost:	
Approved Date:	10/25/2017

## INCENTIVE AGREEMENT

### Customer Profile

Customer Name:	Rock County - 5753	Primary Contact:	Brent Sutherland
Tax ID :	39-6005736	Contact Address:	
Building Type:	Public Order and Safety	Contact Phone:	(608) 757-5527
Program:	Agriculture, Schools and Government	Contact Fax:	
Tax Classification:	Other	Contact Email:	brent.sutherland@co.rock.wi.us

#### Certification

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

Under penalties of perjury, I certify that:

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

### Project Profile

Address	Recommendations Measure Name	Estimated System Savings			
		Peak Summer Demand (kW)	Annual Electric (kWh)	Annual Gas (Therms)	\$ Annual Savings
200 E US Highway 14 Janesville, WI 53545-9601	Retrocommissioning, Audit, Part 1 Incentive, Measure ID: 15Y0BL				
<-----Total----->					

\* Peak demand savings are determined through examining reductions during weekdays in June, July, or August. Please provide descriptions of all variables used in these formulas.

I, the undersigned, agree that I expect to implement the renewable or energy efficiency measure(s) listed above. I understand that incentive amounts are determined from the customer specific data identified on this Incentive Agreement and that Incentives for similar measures may vary from customer to customer based on specific cost and savings. Furthermore, I understand that execution of this agreement does not guarantee a specific incentive amount.

Focus on Energy may conduct a pre-installation inspection to verify potential savings. I agree, to refund to Focus on Energy some or all of the funding received for this project if Focus on Energy determines, at Program Administrator's sole discretion, that I have misrepresented any information. I have read and agree to the Incentive Agreement Terms & Conditions below. Any customer receiving an incentive check may be contacted by an evaluator to verify service/equipment installation or be asked to participate in a customer survey. This agreement must be signed and returned by the Agreement Return Date below.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Customer Name (Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Focus Representative Signature

\_\_\_\_\_  
Focus Representative Name (Print)

\_\_\_\_\_  
Date

Incentive Agreement Return :12/29/2017

Project Completion Deadline : 9/30/2017

## INCENTIVE AGREEMENT TERMS & CONDITIONS

This Incentive Agreement is by and between Focus on Energy and the applicant ("Customer"). Shaw Environmental and Infrastructure, Inc. is the Program Administrator for Focus on Energy ("Program Administrator") and bound by contract to Statewide Energy Efficiency and Renewable Administration, Inc. ("SEERA"). The Program Administrator, Focus on Energy and the Customer may be individually referred to herein as a "Party" and collectively as the "Parties."

### ARTICLE 1: PROJECT TERM AND DESCRIPTION

The Term of this Agreement shall begin on the Approval Date as shown on the Agreement and shall run continuously through the Project Completion Deadline, unless extended or terminated pursuant to this Agreement or by mutual agreement of the parties. The energy savings project (the "Project") shall be as described on the Agreement and approved by Focus on Energy. The Project shall be implemented in accordance with the Agreement.

### ARTICLE 2: PROJECT PAYMENTS

Focus on Energy shall direct the Focus on Energy Fiscal Agent to make payment in the amount set forth in the Agreement upon Focus on Energy's receipt and acceptance to the Focus on Energy's satisfaction of a Completion Notice and any other required project documentation as defined in Article 3 hereof. Focus on Energy shall be under no obligation to make any payments to the Customer if SEERA does not provide the funds to Focus on Energy for this purpose or if Focus on Energy is not under contract with SEERA for this purpose. Focus on Energy reserves the right to decrease incentive amounts if conditions change from the time of project approval to the time of project implementation. This includes but is not limited to project cost and project scope. Customer is only entitled to one payment per project measure. Should customer or its representative make duplicate application for payment of project measure, Focus on Energy reserves the right to recover any payments made in excess of the entitled project payment. Focus on Energy excludes internal, non-contracted labor for private companies or individuals when calculating the total project cost.

Incentives are available on a first-come, first-served basis. Incentives are subject to change or termination without notice at the discretion of Focus on Energy. Some utilities have incentive programs outside of Focus on Energy for which customers may or may not qualify. Eligibility for these programs is determined solely by the utility, and not by Focus on Energy. Customers should check with their electric and/or natural gas provider concerning such incentives.

### ARTICLE 3: MISREPRESENTATION

Making false statements on any Focus on Energy Incentive application is punishable by law. Any person who knowingly files an application containing any materially false information or who purposely and misleadingly conceals information commits a fraudulent act and may be subjected to criminal and civil penalties. Any and all funds determined by Focus on Energy to have been acquired on the basis of fraudulent information must be returned to Focus on Energy. This article shall not limit other remedies that may be available for the filing of false or fraudulent applications. Customer shall be responsible for all costs incurred for collection of monies owed due to any misrepresentation or false statements.

### ARTICLE 4: PROJECT IMPLEMENTATION

The Customer's procurement, installation and implementation ("Completion") of renewable and/or energy efficiency measures shall be accomplished in accordance with the requirements outlined in the approved Agreement. The Customer shall deliver to Focus on Energy a Completion Notice by the Project Completion Deadline noted in the Agreement. The Customer must provide invoices for equipment purchased or service performed as well as documentation that verifies that the renewable and/or energy efficiency measures, (i) have been properly installed, (ii) are functioning properly and (iii) have the potential to generate energy savings if properly maintained and operated. All projects are expected to comply with federal, state and local codes. All equipment must be new; used or rebuilt equipment is eligible only when pre-approved by Focus on Energy in writing. Displaced equipment must be removed and not reused. Equipment purchased under a capital lease structure may qualify for an incentive, but must be pre-approved by Focus on Energy in writing before project initiation or entering into the equipment lease.

Should Focus on Energy discover that the project was not implemented as attested to in the Completion Notice the Customer shall be in breach of the Agreement and subject to recovery of any incentive payment made by Focus on Energy. At the discretion of Focus on Energy, the Customer is liable to refund to Focus on Energy incentives received for this project if Focus on Energy determines that the customer has misrepresented information such as, but not limited to, eligibility or project information.

### ARTICLE 5: RIGHT TO INSPECT

Focus on Energy and SEERA shall have the right to inspect any and all project records during the term of the Agreement and for a two-year period thereafter. Focus on Energy, and its designated representatives, shall have the right to observe and inspect all project work in any of the Customer's facilities at any reasonable time for a period of two (2) years from the incentive payment date. The Customer and its subcontractors shall maintain accurate records of the project work (e.g., installation records, invoices, and maintenance information) that is performed hereunder for a period of two (2) years from the date of incentive payment under this Agreement.

### ARTICLE 6: MONITORING AND VERIFICATION

Focus on Energy, and its designated representatives, shall have the right to monitor energy use/production prior to and after installation of the project or to perform an inspection of the project to evaluate program efficacy for a period of two (2) years from the date of incentive payment under this Agreement.

### ARTICLE 7: MANNER OF PERFORMANCE

The Customer shall perform its responsibilities under this Agreement in an efficient and expeditious manner and in accordance with all of the terms and provisions of this Agreement. The Customer shall strive to resolve differences in a respectful and fair manner. The Customer shall make all reasonable attempts to ensure that all project work, as described in the Agreement, is performed in accordance with current professional standards and with the diligence and skill expected for the performance of such work.

### ARTICLE 8: REPRESENTATIONS/WARRANTY

Focus on Energy does not endorse any particular trade ally, manufacturer, product, system, or design by offering an incentive. Focus on Energy is not responsible for any tax liability imposed on the recipient as a result of the payment of incentives. Focus on Energy makes no representation or warranty, and assumes no liability with respect to the quality, safety, performance, or other aspect of any design, consulting, product, system, equipment, or appliance installed or received and expressly disclaims any such representations, warranties, and liability, including, but not limited to, any implied warranties of merchantability or fitness for a particular purpose. Focus on Energy does not guarantee that installation and operation of energy-efficient equipment will result in reduced usage or in cost savings. Focus on Energy is not responsible for the proper disposal/recycling of any waste generated as a result of this project. Focus on Energy is not liable for any damages, including any incidental or consequential damages, arising out of the operation or malfunction of the products, equipment, or appliances, or the installation thereof.

### ARTICLE 9: DEFAULT AND TERMINATION

- (1) Subject to Article 9(3), this Agreement shall remain in effect until the Project Completion Deadline as specified in Article 1 hereof unless a Party is in breach of any provision of this Agreement.
- (2) In the event that SEERA terminates, for any cause, Program Administrator's Contract with SEERA, which terminates Program Administrator's right to act as Program Administrator of the Focus on Energy Program, responsibility for this Agreement transfers to the new Program Administrator.
- (3) This Agreement may be terminated at Focus on Energy's sole discretion if Customer does not complete implementation of the project on or before the project Completion Deadline, unless the project Completion Date is extended by mutual written agreement of the Parties.

### ARTICLE 10: INDEMNIFICATION AND DAMAGES

The Customer shall protect, indemnify, defend and hold harmless Focus on Energy, Program Administrator, SEERA, the State of Wisconsin and participating utilities, their respective affiliates, subsidiaries, parent companies, officers, directors, agents, and employees, against all losses, damages, expenses, fees, costs and liability arising from any design, consulting, product, system, equipment, or appliance. The Customer agrees that such obligations under this Article shall survive any expiration or termination of this Agreement and shall not be limited by any enumeration herein of required insurance coverage. To the maximum extent permitted by law, the Customer agrees to limit Focus on Energy's and Program Administrator's liability to the Customer for any reason to the total amount of the payments identified in this Agreement. This limitation shall apply regardless of the cause of action or legal theory pled or asserted. Customer hereby expressly waives the right to specifically enforce this Agreement. Under no circumstances shall Focus on Energy, Program Administrator, SEERA, the State of Wisconsin, and participating utilities be liable for any special, indirect or consequential damages, however the same may be caused.

### ARTICLE 11: PUBLICITY

The Customer shall not use Program Administrator's or SEERA's corporate name, logo, identity, any affiliation, or any related logo including the "Focus on Energy" name, logo, or identity, for any marketing, advertising or solicitation without prior written consent of Focus on Energy. Such written consent may be withheld in Focus on Energy's sole discretion. When referencing Focus on Energy involvement with any project, the Customer shall collaborate with Focus on Energy to prepare any press release and to plan for any news conference and agrees to provide Focus on Energy, for its written approval prior to publication, a written copy of any advertisements or promotional material regarding this program prior to publishing any such advertisements or promotional material. Focus on Energy reserves the right to publicize the Customer's participation in the Focus on Energy program unless requested otherwise in writing and submitted to [focusonenergy.marketing@shawgrp.com](mailto:focusonenergy.marketing@shawgrp.com).

#### ARTICLE 12: REVIEW AND DISCLAIMER

Focus on Energy's execution of this Agreement and any review of the design, construction, operation, or maintenance of the project by Focus on Energy or any of its subcontractors shall not constitute any representation or warranty by Focus on Energy as to the economic or technical feasibility, operational capability or reliability of any renewable and/or energy efficiency measures or the capability or reliability of any market provider performing any work on the Project. The Customer shall in no way represent to any third party that Focus on Energy's execution of this Agreement or any reviews by Focus on Energy or its subcontractors, including, but not limited to, Focus on Energy or its subcontractors review of the design, construction, operation, or maintenance of the Project is a representation or warranty by Focus on Energy as to the economic or technical feasibility, operational capability or reliability of the renewable and/or energy efficiency measures or an endorsement of the contractor performing work on the Project. The Customer is solely responsible for the technical feasibility, operational capability and reliability of the renewable and/or energy efficiency measures.

#### ARTICLE 13: ACCEPTANCE

The Customer is required to acknowledge its understanding and acceptance of the terms and conditions of this Agreement by returning an executed copy of this Agreement to Focus on Energy at the address identified in this form on or before the Agreement Return Date. If the Customer's Focus on Energy representative does not receive the executed copy of this Agreement by the Deadline, Focus on Energy will consider that Customer's decision is to decline the terms and conditions contained herein and this Agreement will be of no force and effect.

#### ARTICLE 14: MISCELLANEOUS

- (1). Governing Law. This Agreement shall be governed, construed and enforced in accordance with the internal laws of the State of Wisconsin, without regard to any law of conflicts that may direct the application of the laws of another jurisdiction. The Customer irrevocably submits to the original jurisdiction of the state and federal courts sitting in Madison, Wisconsin with regard to any controversy in any way relating to the execution, delivery or performance of this Agreement that is not resolved by Arbitration. Suits, claims or actions founded upon such controversies shall be brought or filed exclusively in such courts and nowhere else. The exclusive venue for any dispute or controversy arising under this Agreement shall be the Dane County, Wisconsin Circuit Court or the Federal District Court for the Western District of Wisconsin.
- (2). Compliance with Applicable Laws. The Customer shall at all times comply with and observe all federal and Wisconsin state laws and published circulars, local laws, ordinances, rules and regulations which are in effect during the period of this Agreement and which in any manner affect the performance of this Agreement. This Agreement has been executed and delivered in, and shall be construed and enforced, in accordance with the laws of the State of Wisconsin and the laws of the United States. All references to statutes or regulations contained in this Agreement shall be construed to include successors thereto.
- (3). Assignment. Focus on Energy may assign, transfer or convey this Agreement or any of Focus on Energy's rights, obligations, interests or responsibilities hereunder, in whole or in part, without the consent of Customer.
- (4). Severability. If any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws effective during the term of this Agreement, that provision shall be fully severable and this Agreement shall be construed and enforced as if the illegal, invalid, or unenforceable provision had never comprised a part of this Agreement. The remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision or by its severance. Furthermore, in lieu of such illegal, invalid, or unenforceable provision, this Agreement shall be reformed to include as a part of this Agreement a provision as similar in terms to the illegal, invalid, or unenforceable provision as may be possible and still be legal, valid, or enforceable.
- (5). Risk of Loss. Focus on Energy and Program Administrator at no time assumes risk of loss for any personal property of the Customer.
- (6). Waiver. Failure or delay on the part of either party to exercise any right, power, privilege or remedy hereunder shall not constitute a waiver thereof. A waiver of any default shall not operate as a waiver of any other default or of the same type of default on a future occasion.

#### ARTICLE 15: ENTIRE AGREEMENT

The Agreement constitutes the entire understanding and acceptance of the parties concerning its subject matter and supersedes all other agreements, whether oral or written. No modification shall be binding on either party unless reduced to writing and signed by both parties. All prior or contemporaneous Agreements, representations, statements, negotiations, and understandings are merged herein and shall have no effect.

Program Manager Approval	
Application ID:	422055
Incentive Amount:	\$21,185.68
Total Project Cost:	
Approved Date:	11/3/2017

## INCENTIVE AGREEMENT

### Customer Profile

Customer Name: Rock County - 5753	Primary Contact: Brent Sutherland
Tax ID : 39-6005736	Contact Address:
Building Type: Public Order and Safety	Contact Phone: (608) 757-5527
Program: Agriculture, Schools and Government	Contact Fax:
Tax Classification: Other	Contact Email: brent.sutherland@co.rock.wi.us

**Certification**

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

Under penalties of perjury, I certify that:

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

### Project Profile

Address	Recommendations  Measure Name	Estimated System Savings			
		Peak Summer Demand (kW)	Annual Electric (kWh)	Annual Gas (Therms)	\$ Annual Savings
51 S Main St Janesville, WI 53545-3978	Retrocommissioning, Audit, Part 1 Incentive, Measure ID: 15XZW8				
<-----Total----->					

\* Peak demand savings are determined through examining reductions during weekdays in June, July, or August. Please provide descriptions of all variables used in these formulas.

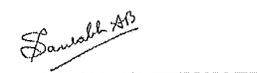
I, the undersigned, agree that I expect to implement the renewable or energy efficiency measure(s) listed above. I understand that incentive amounts are determined from the customer specific data identified on this Incentive Agreement and that incentives for similar measures may vary from customer to customer based on specific cost and savings. Furthermore, I understand that execution of this agreement does not guarantee a specific incentive amount.

Focus on Energy may conduct a pre-installation inspection to verify potential savings. I agree, to refund to Focus on Energy some or all of the funding received for this project if Focus on Energy determines, at Program Administrator's sole discretion, that I have misrepresented any information. I have read and agree to the Incentive Agreement Terms & Conditions below. Any customer receiving an incentive check may be contacted by an evaluator to verify service/equipment installation or be asked to participate in a customer survey. This agreement must be signed and returned by the Agreement Return Date below.

  
Customer Signature

RUS PODZIM  
Customer Name (Print)

11/22/17  
Date

  
Focus Representative Signature

Saurabh A Betawadkar  
Focus Representative Name (Print)

11/27/2017  
Date

Incentive Agreement Return : 1/7/2018

Project Completion Deadline : 9/30/2017

## INCENTIVE AGREEMENT TERMS & CONDITIONS

This Incentive Agreement is by and between Focus on Energy and the applicant ("Customer"). Shaw Environmental and Infrastructure, Inc. is the Program Administrator for Focus on Energy ("Program Administrator") and bound by contract to Statewide Energy Efficiency and Renewable Administration, Inc. ("SEERA"). The Program Administrator, Focus on Energy and the Customer may be individually referred to herein as a "Party" and collectively as the "Parties."

### ARTICLE 1: PROJECT TERM AND DESCRIPTION

The Term of this Agreement shall begin on the Approval Date as shown on the Agreement and shall run continuously through the Project Completion Deadline, unless extended or terminated pursuant to this Agreement or by mutual agreement of the parties. The energy savings project (the "Project") shall be as described on the Agreement and approved by Focus on Energy. The Project shall be implemented in accordance with the Agreement.

### ARTICLE 2: PROJECT PAYMENTS

Focus on Energy shall direct the Focus on Energy Fiscal Agent to make payment in the amount set forth in the Agreement upon Focus on Energy's receipt and acceptance to the Focus on Energy's satisfaction of a Completion Notice and any other required project documentation as defined in Article 3 hereof. Focus on Energy shall be under no obligation to make any payments to the Customer if SEERA does not provide the funds to Focus on Energy for this purpose or if Focus on Energy is not under contract with SEERA for this purpose. Focus on Energy reserves the right to decrease incentive amounts if conditions change from the time of project approval to the time of project implementation. This includes but is not limited to project cost and project scope. Customer is only entitled to one payment per project measure. Should customer or its representative make duplicate application for payment of project measure, Focus on Energy reserves the right to recover any payments made in excess of the entitled project payment. Focus on Energy excludes internal, non-contracted labor for private companies or individuals when calculating the total project cost.

Incentives are available on a first-come, first-served basis. Incentives are subject to change or termination without notice at the discretion of Focus on Energy. Some utilities have incentive programs outside of Focus on Energy for which customers may or may not qualify. Eligibility for these programs is determined solely by the utility, and not by Focus on Energy. Customers should check with their electric and/or natural gas provider concerning such incentives.

### ARTICLE 3: MISREPRESENTATION

Making false statements on any Focus on Energy incentive application is punishable by law. Any person who knowingly files an application containing any materially false information or who purposely and misleadingly conceals information commits a fraudulent act and may be subjected to criminal and civil penalties. Any and all funds determined by Focus on Energy to have been acquired on the basis of fraudulent information must be returned to Focus on Energy. This article shall not limit other remedies that may be available for the filing of false or fraudulent applications. Customer shall be responsible for all costs incurred for collection of monies owed due to any misrepresentation or false statements.

### ARTICLE 4: PROJECT IMPLEMENTATION

The Customer's procurement, installation and implementation ("Completion") of renewable and/or energy efficiency measures shall be accomplished in accordance with the requirements outlined in the approved Agreement. The Customer shall deliver to Focus on Energy a Completion Notice by the Project Completion Deadline noted in the Agreement. The Customer must provide invoices for equipment purchased or service performed as well as documentation that verifies that the renewable and/or energy efficiency measures, (i) have been properly installed, (ii) are functioning properly and (iii) have the potential to generate energy savings if properly maintained and operated. All projects are expected to comply with federal, state and local codes. All equipment must be new; used or rebuilt equipment is eligible only when pre-approved by Focus on Energy in writing. Displaced equipment must be removed and not reused. Equipment purchased under a capital lease structure may qualify for an incentive, but must be pre-approved by Focus on Energy in writing before project initiation or entering into the equipment lease.

Should Focus on Energy discover that the project was not implemented as attested to in the Completion Notice the Customer shall be in breach of the Agreement and subject to recovery of any incentive payment made by Focus on Energy. At the discretion of Focus on Energy, the Customer is liable to refund to Focus on Energy incentives received for this project if Focus on Energy determines that the customer has misrepresented information such as, but not limited to, eligibility or project information.

### ARTICLE 5: RIGHT TO INSPECT

Focus on Energy and SEERA shall have the right to inspect any and all project records during the term of the Agreement and for a two-year period thereafter. Focus on Energy, and its designated representatives, shall have the right to observe and inspect all project work in any of the Customer's facilities at any reasonable time for a period of two (2) years from the incentive payment date. The Customer and its subcontractors shall maintain accurate records of the project work (e.g., installation records, invoices, and maintenance information) that is performed hereunder for a period of two (2) years from the date of incentive payment under this Agreement.

### ARTICLE 6: MONITORING AND VERIFICATION

Focus on Energy, and its designated representatives, shall have the right to monitor energy use/production prior to and after installation of the project or to perform an inspection of the project to evaluate program efficacy for a period of two (2) years from the date of incentive payment under this Agreement.

### ARTICLE 7: MANNER OF PERFORMANCE

The Customer shall perform its responsibilities under this Agreement in an efficient and expeditious manner and in accordance with all of the terms and provisions of this Agreement. The Customer shall strive to resolve differences in a respectful and fair manner. The Customer shall make all reasonable attempts to ensure that all project work, as described in the Agreement, is performed in accordance with current professional standards and with the diligence and skill expected for the performance of such work.

### ARTICLE 8: REPRESENTATIONS/WARRANTY

Focus on Energy does not endorse any particular trade ally, manufacturer, product, system, or design by offering an incentive. Focus on Energy is not responsible for any tax liability imposed on the recipient as a result of the payment of incentives. Focus on Energy makes no representation or warranty, and assumes no liability with respect to the quality, safety, performance, or other aspect of any design, consulting, product, system, equipment, or appliance installed or received and expressly disclaims any such representations, warranties, and liability, including, but not limited to, any implied warranties of merchantability or fitness for a particular purpose. Focus on Energy does not guarantee that installation and operation of energy-efficient equipment will result in reduced usage or in cost savings. Focus on Energy is not responsible for the proper disposal/recycling of any waste generated as a result of this project. Focus on Energy is not liable for any damages, including any incidental or consequential damages, arising out of the operation or malfunction of the products, equipment, or appliances, or the installation thereof.

### ARTICLE 9: DEFAULT AND TERMINATION

- (1) Subject to Article 9(3), this Agreement shall remain in effect until the Project Completion Deadline as specified in Article 1 hereof unless a Party is in breach of any provision of this Agreement.
- (2) In the event that SEERA terminates, for any cause, Program Administrator's Contract with SEERA, which terminates Program Administrator's right to act as Program Administrator of the Focus on Energy Program, responsibility for this Agreement transfers to the new Program Administrator.
- (3) This Agreement may be terminated at Focus on Energy's sole discretion if Customer does not complete implementation of the project on or before the project Completion Deadline, unless the project Completion Date is extended by mutual written agreement of the Parties.

### ARTICLE 10: INDEMNIFICATION AND DAMAGES

The Customer shall protect, indemnify, defend and hold harmless Focus on Energy, Program Administrator, SEERA, the State of Wisconsin and participating utilities, their respective affiliates, subsidiaries, parent companies, officers, directors, agents, and employees, against all losses, damages, expenses, fees, costs and liability arising from any design, consulting, product, system, equipment, or appliance. The Customer agrees that such obligations under this Article shall survive any expiration or termination of this Agreement and shall not be limited by any enumeration herein of required insurance coverage. To the maximum extent permitted by law, the Customer agrees to limit Focus on Energy's and Program Administrator's liability to the Customer for any reason to the total amount of the payments identified in this Agreement. This limitation shall apply regardless of the cause of action or legal theory pled or asserted. Customer hereby expressly waives the right to specifically enforce this Agreement. Under no circumstances shall Focus on Energy, Program Administrator, SEERA, the State of Wisconsin, and participating utilities be liable for any special, indirect or consequential damages, however the same may be caused.

### ARTICLE 11: PUBLICITY

The Customer shall not use Program Administrator's or SEERA's corporate name, logo, identity, any affiliation, or any related logo including the "Focus on Energy" name, logo, or identity, for any marketing, advertising or solicitation without prior written consent of Focus on Energy. Such written consent may be withheld in Focus on Energy's sole discretion. When referencing Focus on Energy involvement with any project, the Customer shall collaborate with Focus on Energy to prepare any press release and to plan for any news conference and agrees to provide Focus on Energy, for its written approval prior to publication, a written copy of any advertisements or promotional material regarding this program prior to publishing any such advertisements or promotional material. Focus on Energy reserves the right to publicize the Customer's participation in the Focus on Energy program unless requested otherwise in writing and submitted to focusonenergy.marketing@shawgrp.com.

#### ARTICLE 12: REVIEW AND DISCLAIMER

Focus on Energy's execution of this Agreement and any review of the design, construction, operation, or maintenance of the project by Focus on Energy or any of its subcontractors shall not constitute any representation or warranty by Focus on Energy as to the economic or technical feasibility, operational capability or reliability of any renewable and/or energy efficiency measures or the capability or reliability of any market provider performing any work on the Project. The Customer shall in no way represent to any third party that Focus on Energy's execution of this Agreement or any reviews by Focus on Energy or its subcontractors, including, but not limited to, Focus on Energy or its subcontractors review of the design, construction, operation, or maintenance of the Project is a representation or warranty by Focus on Energy as to the economic or technical feasibility, operational capability or reliability of the renewable and/or energy efficiency measures or an endorsement of the contractor performing work on the Project. The Customer is solely responsible for the technical feasibility, operational capability and reliability of the renewable and/or energy efficiency measures.

#### ARTICLE 13: ACCEPTANCE

The Customer is required to acknowledge its understanding and acceptance of the terms and conditions of this Agreement by returning an executed copy of this Agreement to Focus on Energy at the address identified in this form on or before the Agreement Return Date. If the Customer's Focus on Energy representative does not receive the executed copy of this Agreement by the Deadline, Focus on Energy will consider that Customer's decision is to decline the terms and conditions contained herein and this Agreement will be of no force and effect.

#### ARTICLE 14: MISCELLANEOUS

(1). Governing Law. This Agreement shall be governed, construed and enforced in accordance with the internal laws of the State of Wisconsin, without regard to any law of conflicts that may direct the application of the laws of another jurisdiction. The Customer irrevocably submits to the original jurisdiction of the state and federal courts sitting in Madison, Wisconsin with regard to any controversy in any way relating to the execution, delivery or performance of this Agreement that is not resolved by Arbitration. Suits, claims or actions founded upon such controversies shall be brought or filed exclusively in such courts and nowhere else. The exclusive venue for any dispute or controversy arising under this Agreement shall be the Dane County, Wisconsin Circuit Court or the Federal District Court for the Western District of Wisconsin.

(2)- Compliance with Applicable Laws. The Customer shall at all times comply with and observe all federal and Wisconsin state laws and published circulars, local laws, ordinances, rules and regulations which are in effect during the period of this Agreement and which in any manner affect the performance of this Agreement. This Agreement has been executed and delivered in, and shall be construed and enforced, in accordance with the laws of the State of Wisconsin and the laws of the United States. All references to statutes or regulations contained in this Agreement shall be construed to include successors thereto.

(3). Assignment. Focus on Energy may assign, transfer or convey this Agreement or any of Focus on Energy's rights, obligations, interests or responsibilities hereunder, in whole or in part, without the consent of Customer.

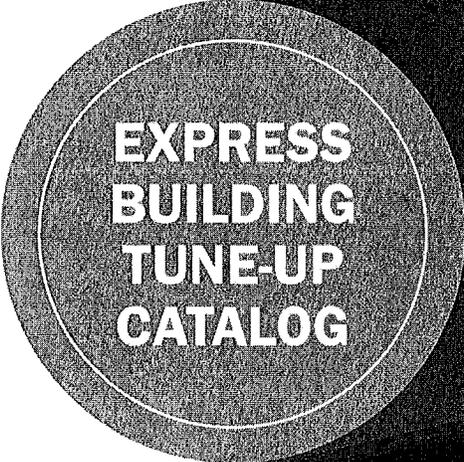
(4). Severability. If any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws effective during the term of this Agreement, that provision shall be fully severable and this Agreement shall be construed and enforced as if the illegal, invalid, or unenforceable provision had never comprised a part of this Agreement. The remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision or by its severance. Furthermore, in lieu of such illegal, invalid, or unenforceable provision, this Agreement shall be reformed to include as a part of this Agreement a provision as similar in terms to the illegal, invalid, or unenforceable provision as may be possible and still be legal, valid, or enforceable.

(5). Risk of Loss. Focus on Energy and Program Administrator at no time assumes risk of loss for any personal property of the Customer.

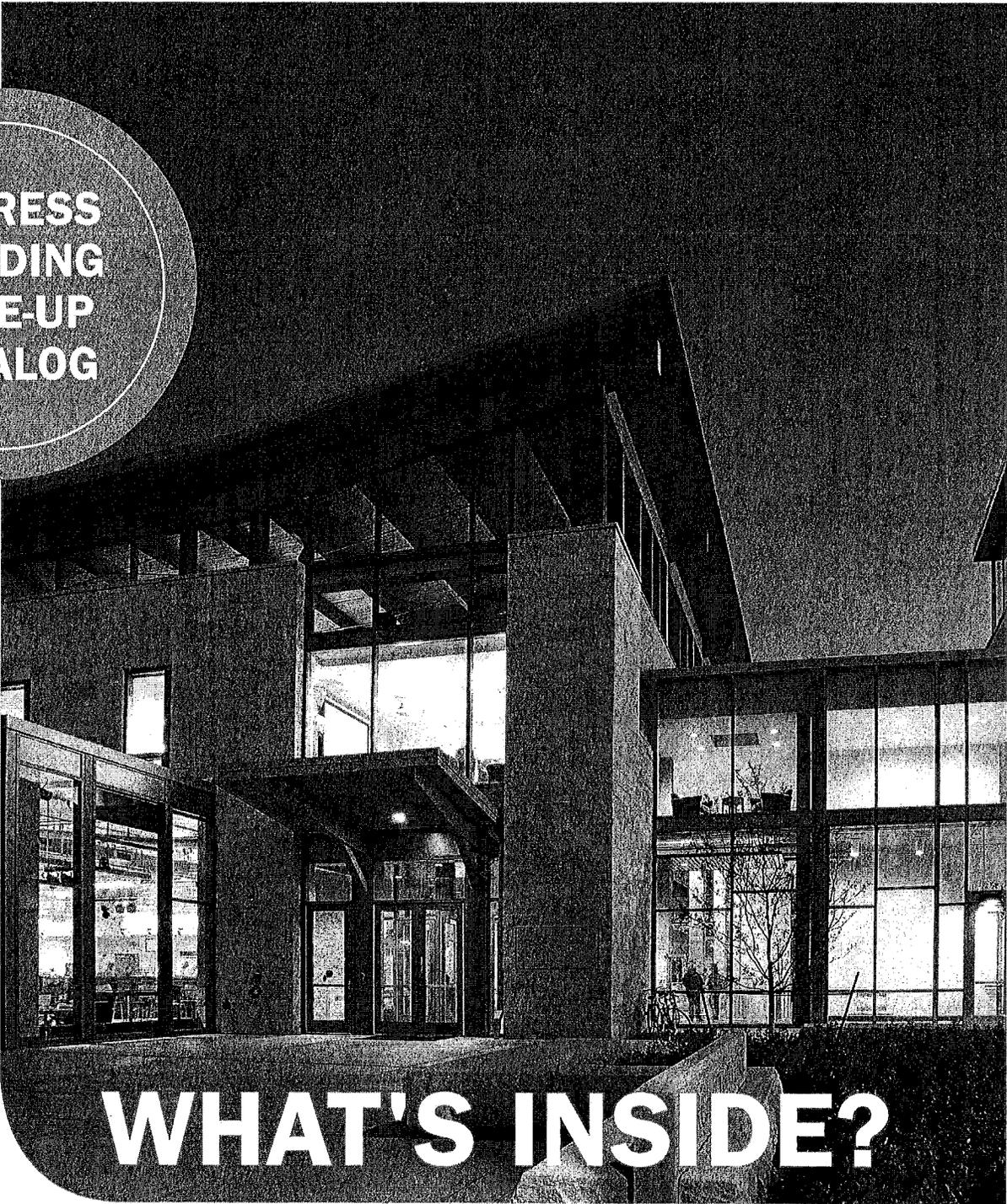
(6). Waiver. Failure or delay on the part of either party to exercise any right, power, privilege or remedy hereunder shall not constitute a waiver thereof. A waiver of any default shall not operate as a waiver of any other default or of the same type of default on a future occasion.

#### ARTICLE 15: ENTIRE AGREEMENT

The Agreement constitutes the entire understanding and acceptance of the parties concerning its subject matter and supersedes all other agreements, whether oral or written. No modification shall be binding on either party unless reduced to writing and signed by both parties. All prior or contemporaneous Agreements, representations, statements, negotiations, and understandings are merged herein and shall have no effect.



**EXPRESS  
BUILDING  
TUNE-UP  
CATALOG**



**WHAT'S INSIDE?**

<b>HOW TO APPLY .....</b>	<b>2</b>
<b>INCENTIVE APPLICATION .....</b>	<b>3</b>
<b>PROGRAM DESCRIPTIONS AND SUBMITTAL INFORMATION .....</b>	<b>5</b>
<b>EXPRESS BUILDING TUNE-UP SUPPLEMENTAL DATA SHEET .....</b>	<b>6</b>
<b>EXPRESS BUILDING TUNE-UP MEASURE DESCRIPTIONS .....</b>	<b>11</b>



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## HOW TO APPLY

An Express Building Tune-Up (EBTU) from Focus on Energy identifies energy efficiency opportunities for Wisconsin businesses to reduce their operating costs and increase efficiency. Use the information below to guide your customers to savings. For electronic copies of the forms visit [focusonenergy.com/applications](http://focusonenergy.com/applications).



### BEFORE YOU APPLY:

#### Verify customer and product eligibility:

- Confirm your customer's gas and electric utilities participate in Focus on Energy at [focusonenergy.com/about/participating-utilities](http://focusonenergy.com/about/participating-utilities).
- Review the Terms and Conditions on [focusonenergy.com/terms](http://focusonenergy.com/terms).
- Confirm you are a Qualified EBTU Service Provider by ensuring your company's name is included on the **EBTU Qualified Express Building Tune-Up Service Providers List**. If not, apply at [focusonenergy.com/ebtu](http://focusonenergy.com/ebtu) and follow the simple steps to become a qualified EBTU Service Provider. A service agreement form must be filled out and filed with Focus on Energy before any company can be added to the qualified provider list.
- Answer the pre-screening questions with your customer to verify if the EBTU measures are a match for the facility.
- Need help? Call us at 800.762.7077.



### WHAT YOU'LL NEED:

- EBTU Incentive Application & Supplemental Data Sheet
- Gas & Electric Utility Account Numbers
- Customer** Tax ID Number
- Invoice showing **proof of payment of EBTU Co-pay**. **MUST include Invoice showing:**
  - Trade Ally name, address and phone number
  - Job Site Address
- Work Log of labor hours on this project and hourly rates



### COMPLETE THIS APPLICATION:

- Complete appropriate EBTU measures agreed upon by the customer and EBTU Service Provider. After completion of each measure, fill out this application with the appropriate Supplemental Data Sheet sections on Pages 6-10. (Reminder: *Applicant is required to complete at least three available EBTU measures to qualify for an incentive through the EBTU offering.*)
- All fields in SECTIONS 1-5 are required, including:
  - Tax ID number
  - Utility account numbers
- Complete SECTION 6 with all measure information. Incomplete applications cannot be processed and will delay payment of incentives.
  - Include implementation date (date of the last service completed).
- Complete the EBTU Supplemental Data Sheet starting on Page 6 for applicable measures.
  - See EBTU Measure Descriptions on Pages 11-13 for incentive codes, incentive per unit, and product eligibility requirements.
- SECTION 7 is signed and dated.
- Attach Co-Pay Invoice and Work Log to application.
- Make a copy of the application and supporting documents for your records.



### SUBMIT YOUR APPLICATION:

Mail, fax or email your application and all supporting documentation. EBTU Incentive Application must be submitted within 60 calendar days of completion. Please retain a copy of this application for your records.

**Don't know where to send it?** Refer to Page 5 for program descriptions and submittal information.





### PROGRAM INFORMATION

Focus on Energy's Express Building Tune-Up (EBTU) offering provides tools and incentives to encourage owners and managers of existing buildings to optimize the energy related performance of their facility. The EBTU offering is available to business customers of participating utilities.

This application can only be submitted for the same facility once every five years. **It is not applicable to newly constructed facilities that are less than five years old from the date of first occupancy.** Measures apply to buildings < 100,000 ft² and must be implemented by qualified professionals who are Focus on Energy Qualified Service Providers. The facility's primary fuel must be natural gas/electricity from a participating utility. Large Energy Users (LEU) Program customers are not eligible.



### APPLICATION REQUIREMENTS AND INCENTIVE INFORMATION

Incentives provided through the EBTU offering are contingent upon adherence to the following requirements and procedures:

- Customer must engage a Focus on Energy EBTU Service Provider to optimize or repair eligible equipment. A list of eligible EBTU Service Providers can be found at [focusonenergy.com/ebtu](http://focusonenergy.com/ebtu).
- A minimum of three measures are required to be completed to be eligible for incentives.
- Customer must pay the EBTU Service Provider a co-pay to optimize or repair eligible equipment based on building square footage: \$150 co-pay for buildings < 50,000 ft²; \$300 co-pay for buildings 50,000 - 100,000 ft².



### ACCOUNT AND CUSTOMER INFORMATION

#### TAX IDENTIFICATION NUMBER (Check one.)

FEIN or  SSN

3 9 - 6 0 0 5 7 3 6

FEIN OR SOCIAL SECURITY NUMBER

#### BUSINESS CLASSIFICATION OF CUSTOMER

(Check one. Required for all businesses, including non-profits.)

Corporation  Partnership  Sole Proprietorship - Individual

LLC  Other Municipal Government

Rock County Government

OWNER NAME (REQUIRED IF SSN IS USED AS TAX IDENTIFICATION NUMBER)

Rock County Government

COMPANY LEGAL NAME

51 S. Main Street

LEGAL ADDRESS (AS SHOWN ON COMPANY W-9)

Janesville

CITY

WI 53545

STATE ZIP

Brent Sutherland

PROJECT CONTACT NAME

608-757-5527

PROJECT CONTACT TELEPHONE

Brent.Sutherland@co.rock.wi.us

PROJECT CONTACT E-MAIL

How did you hear about us? (Check all that apply.)

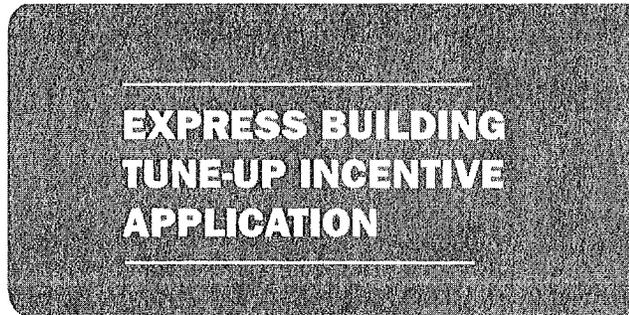
Utility  Trade Ally  Energy Advisor  Website

E-mail  Trade Show/Event  Advertisement/Mailing

Other: \_\_\_\_\_

Lawrence A Lutzow - JCI

WHO DID YOU WORK WITH FROM FOCUS ON ENERGY ON THIS PROJECT? (CONTACT NAME)



## EXPRESS BUILDING TUNE-UP INCENTIVE APPLICATION

**THIS APPLICATION EXPIRES DECEMBER 31, 2016.**

**PLEASE COMPLETE ALL SECTIONS. INCOMPLETE APPLICATIONS CANNOT BE PROCESSED. APPLICATIONS MUST BE SUBMITTED WITHIN 60 DAYS OF MEASURE IMPLEMENTATION.**



### TRADE ALLY INFORMATION



Lawrence Lutzow

TRADE ALLY CONTACT NAME

262-366-4648

PRIMARY PHONE #

lawrence.a.lutzow@jci.com

E-MAIL ADDRESS

Johnson Controls, Inc.

TRADE ALLY COMPANY NAME

2400 Kilgust Road

ADDRESS

Madison

CITY

WI 53713

STATE ZIP

Must be a registered Trade Ally to receive payment. See Participation Requirements for more information.

(Check one.)  FEIN or  SSN

FEIN OR SOCIAL SECURITY NUMBER (REQUIRED IF RECEIVING PAYMENT)



### JOB SITE INFORMATION

(Where project has occurred) Maximum square footage for EBTU eligible facilities is 100,000 ft². Refer to the RCx offering incentives if facility is >100,000 ft².

911 Emergency Response Building

JOB SITE BUSINESS NAME

Alliant

ELECTRIC UTILITY AT JOB SITE

ELECTRIC ACCOUNT

Alliant

GAS UTILITY AT JOB SITE

GAS ACCOUNT

Job Site Address is same as Legal Address

Job Site Address is different (complete below.)

3636 North County Road F

JOB SITE ADDRESS

Janesville

CITY

WI 53545

STATE ZIP



**focus on energy**

Partnering with Wisconsin utilities





**BUSINESS PROPERTY TYPE**

(Select one only. If applying for both existing and new construction equipment incentives please complete two separate applications)

Select one (1) property type that best describes your business:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Agriculture Producer | <input type="checkbox"/> Preschool/Day Care          | <input type="checkbox"/> Native American                  |
| <input type="checkbox"/> Dairy                | <input type="checkbox"/> Private K-12                | <input type="checkbox"/> Healthcare                       |
| <input type="checkbox"/> Livestock            | <input type="checkbox"/> Public K-12                 | <input type="checkbox"/> Clinic                           |
| <input type="checkbox"/> Greenhouse           | <input type="checkbox"/> Technical College           | <input type="checkbox"/> Hospital                         |
| <input type="checkbox"/> Crop Farming         | <input type="checkbox"/> Grocery/Convenience Store   | <input type="checkbox"/> Skilled Nursing                  |
| <input type="checkbox"/> Aquacare             | <input type="checkbox"/> Financial Institution       | <input type="checkbox"/> Other: <u>Emergency Response</u> |
| <input type="checkbox"/> Other: _____         | <input type="checkbox"/> Food Service                |   |
| <input type="checkbox"/> Education            | <input checked="" type="checkbox"/> Government       | <input type="checkbox"/> Hotels & Lodging                 |
| <input type="checkbox"/> College/University   | <input type="checkbox"/> Federal/State               | <input type="checkbox"/> Manufacturing (product): _____   |
|   | <input checked="" type="checkbox"/> Municipal/County |   |



**INCENTIVE PRODUCT INFORMATION**

Please refer to:

- See **EBTU Measure Descriptions** on pages 11-13 for incentive codes, incentive per unit, and product eligibility requirements.
- **EBTU Supplemental Data Sheet** must be completed for each measure implemented and is available at [focusenergy.com/ebtu](http://focusenergy.com/ebtu).
- [focusenergy.com/business/qpls](http://focusenergy.com/business/qpls) for qualified products lists.
- **Invoice showing proof of purchase** for Manufacturer and Model Number.
- **Incentive Product Information Sheet** if you need additional lines in the table below.

INCENTIVE CODE	UNIT MEASURE	# OF UNITS (A)	INCENTIVE PER UNIT (B)	TOTAL INCENTIVE (A X B)
2666	Ton	60	\$ 3.00	\$ 180.00
3661	Ton	28	\$ 8.00	\$ 224.00
3664	Setback Hours	12	\$ 60.00	\$ 720.00
3665	Set Back Hours	12	\$ 15.00	\$ 180.00
3666	Set Back Hours	24	\$ 24.00	\$ 576.00
3667	Set Back Hours	24	\$ 6.00	\$ 144.00
			\$	\$
			\$	\$
<b>Itemized invoice(s) Attached</b>	Yes <input type="checkbox"/>	<b>RESERVATION CODE(S)</b> (if applicable):	Subtotal from Incentive Product Information Sheet (if applicable) \$ 1,844.00	
<b>Manufacturer Specifications Attached</b> (if applicable):	Yes <input type="checkbox"/>	<b>INSTALLATION DATE:</b> 10 / 27 / 17	<b>INCENTIVE TOTAL</b> \$ 1,844.00	



**CUSTOMER SIGNATURE**

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:

- The number shown on this form is the correct taxpayer identification number.
- 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.
- I am a U.S. citizen (includes a U.S. resident alien).

I agree that the stated energy-efficient measure(s) was (were) installed at the job site address listed above as part of the Focus on Energy Program. I have read and agree to the provisions set forth herein and to the Terms and Conditions posted at [focusenergy.com/terms](http://focusenergy.com/terms). I understand that Focus on Energy may revise these Terms and Conditions at any time and I will not be notified in the event changes are made. To the best of my knowledge, the statements made on this application are complete, true and correct, and I have submitted the appropriate supporting documentation to receive an incentive.

(Please use blue or black ink in the signature box below.)

CUSTOMER SIGNATURE \_\_\_\_\_ BRENT SOUTHERLAND \_\_\_\_\_ 11/27/2017 \_\_\_\_\_  
NAME (PRINT) DATE



Please select the program for which you are applying (check one):

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Agriculture, Schools and Government Program<br>AgSGapps@focusenergy.com | <input type="checkbox"/> Business Incentive Program<br>BIPapps@focusenergy.com |
| <input type="checkbox"/> Chain Stores and Franchises Program<br>CSFapps@focusenergy.com                     |  |

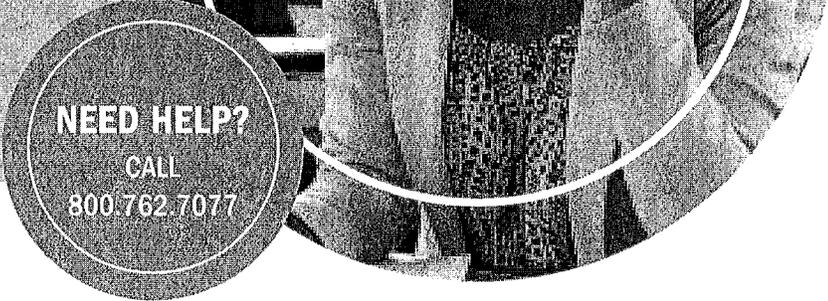


Please see the Program Descriptions and Submittal Information on Page 5 for mailing addresses and fax numbers.

\*Incentive total may be adjusted based on project caps. See measure requirements and Terms and Conditions for more information.

# PROGRAM DESCRIPTIONS AND SUBMITTAL INFORMATION

Submit your completed application to the program that best describes your customer's organization or business type.



**NEED HELP?**  
CALL  
800.762.7077

## AGRICULTURE, SCHOOLS AND GOVERNMENT (AgSG) PROGRAM

Customers include agricultural producers such as dairy, livestock, crops, greenhouse and nursery; tribes, federal, state, county and municipal entities including wastewater facilities; and K-12 schools, colleges, and universities. Large colleges and universities including four-year UW campuses and identified large municipal wastewater facilities should continue to apply to the Large Energy Users (LEU) Program.

**MAIL:** Focus on Energy AgSG  
725 W. Park Avenue  
Chippewa Falls, WI 54729

**FAX:** 608.663.0267

**E-MAIL:** AgSGapps@focusonenergy.com

## BUSINESS INCENTIVE PROGRAM (BIP)

Customers include but are not limited to commercial and industrial businesses, small to midsize healthcare facilities and hospitality businesses. Businesses that do not fall under AgSG or CSF programs should apply to BIP.

**MAIL:** Focus on Energy BIP  
12075 Corporate Parkway, Suite 100  
Mequon, WI 53092

**FAX:** 262.240.0825

**E-MAIL:** BIPapps@focusonenergy.com

## CHAIN STORES AND FRANCHISES (CSF) PROGRAM

Qualifying customers include chain and franchise retail, restaurant, grocery, and convenience stores with five or more branded locations in the state of Wisconsin.

**MAIL:** Focus on Energy CSF  
12075 Corporate Parkway, Suite 100  
Mequon, WI 53092

**FAX:** 262.240.0825

**E-MAIL:** CSFapps@focusonenergy.com

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## GENERAL TERMS AND CONDITIONS

Visit [focusonenergy.com/terms](http://focusonenergy.com/terms) or call to request a copy be provided to you. **Contact us:** 800.762.7077 or [focusinfo@focusonenergy.com](mailto:focusinfo@focusonenergy.com)

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# EXPRESS BUILDING TUNE-UP SUPPLEMENTAL DATA SHEET

THIS FORM MUST BE ATTACHED TO COMPLETED INCENTIVE APPLICATION AND SUBMITTED TOGETHER. NEED HELP? CALL 800.762.7077

## HOW TO FILL OUT THIS FORM

Please refer to:

- The Express Building Tune-Up (EBTU) Measure Descriptions section on Page 11 measure requirements and information.
- Complete the tables for all implemented measures.

## DEFINITIONS

- AHU** = Air Handling Unit
- CFM** = Cubic Feet Per Minute
- EER** = Energy Efficiency Ratio
- EBTU** = Express Building Tune Up
- GPM** = Gallons Per Minute
- IAT** = Indoor Air Temperature
- OA** = Outside Air
- OAT** = Outside Air Temperature
- SA** = Supply Air
- SAT** = Supply Air Temperature
- VFD** = Variable Frequency Drive

## CUSTOMER INFORMATION

10,000 Sq Ft  
 \_\_\_\_\_  
 SIZE OF FACILITY (FT<sup>2</sup>)  
 60  
 \_\_\_\_\_  
 PERCENTAGE OF BUILDING THAT IS HEATED  
 100  
 \_\_\_\_\_  
 PERCENTAGE OF BUILDING THAT IS COOLED  
 Conference/Phone/Data Center  
 \_\_\_\_\_  
 TYPE OF BUILDING SPACE  
 (OFFICE, LIBRARY, RETAIL, RESTAURANT ETC.)  
 DX  
 \_\_\_\_\_  
 TYPE OF COOLING SYSTEM  
 (DX, AIR-COOLED CHILLER, WATER-COOLED CHILLER)

A CHILLER PLANT SETPOINT ADJUSTMENT - INCENTIVE CODE: 3659, 3660							PAGE 11
EQUIP #	CHILLER COOLING CAPACITY (Tons/AHR) (rated if known)	EXISTING CHILLED SUPPLY WATER SETPOINT TEMP (°F)	PROPOSED CHILLED SUPPLY WATER SETPOINT TEMP (°F)	TOTAL INCENTIVE \$2.28 * # TONS * (Proposed Chilled Water Temp - Existing Chilled Water Temp)	EXISTING CONDENSER SUPPLY WATER SETPOINT TEMP (°F)	PROPOSED CONDENSER SUPPLY WATER SETPOINT TEMP (°F)	TOTAL INCENTIVE \$1.75 * # TONS * (Existing Condenser Water Temp - Proposed Condenser Water Temp)
Example	150	42	47	\$1687.5	85	83	\$525
N/A							

B HOT WATER SUPPLY RESET - INCENTIVE CODE: 3662					PAGE 11
EQUIP #	AVG HEATING WATER SUPPLY LOOP FLOW RATE (Use GPM at delta-T of 20°F if not known)	EXISTING OAT HOT WATER RESET RANGE (°F) (If existing reset/ If no existing reset)	EXISTING CORRESPONDING MAX AND MIN SETPOINTS (°F) (If existing reset/ If no existing reset)	PROPOSED OAT HOT WATER RESET RANGE (°F)	PROPOSED CORRESPONDING MAX AND MIN SETPOINTS (°F)
Example	20	40-60 / Blank	180-160 / 180	20-60	170-150
N/A					

**Instructions:** If a prior existing hot water reset strategy will be optimized, enter reset ranges as shown. If existing setup does NOT include an existing reset strategy, simply enter the hot water supply temperature setpoint.

C OUTSIDE AIR INTAKE OPTIMIZATION - INCENTIVE CODE: 3663							PAGE 11
EQUIP #	EXISTING OA INTAKE CFM	PROPOSED OA INTAKE CFM	SUPPLY FAN SIZE (hp)	ANNUAL HOURS OF SUPPLY FAN OPERATION	FAN MOTOR NAMEPLATE EFFICIENCY	% BUILDING SQ FT SUPPLIED BY OA INTAKE SUPPLY FAN	
Example	1000	900	5	8760	90%	50%	
N/A							



SCHEDULE OPTIMIZATION - INCENTIVE CODE 3664, 3665, 3666, 3667, 3668, 3669, 3670, 3671		PAGE 12
% BUILDING AIR CONDITIONING LEAD BY THE ADJUSTED SCHEDULE		DEGREE OF TEMPERATURE SETBACK COMPARED TO OCCUPIED OPERATION
Example	50%	5°F
AHU2	50	5
FCU1&2	50	5

\*If a second schedule optimization measure is implemented, a second set of existing and proposed schedules must be completed and attached.

SCHEDULE OPTIMIZATION - EXISTING SCHEDULE - INCENTIVE CODE 3664, 3665, 3666, 3667, 3668, 3669, 3670, 3671					PAGE 13
EXISTING SCHEDULE HOUR (1-24 hours)	NORMAL WEEKDAY SCHEDULE		NORMAL WEEKEND SCHEDULE		
	HEATING SCHEDULE	COOLING SCHEDULE	HEATING SCHEDULE	COOLING SCHEDULE	

**Instructions:** Leave cell blank if hour is a part of normal HVAC system operating hours. Mark an 'X' if hour is on a setback schedule.

Example	Blank = Normal	Blank	X = Setback	X
0				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
	12.A ADD UP # OF X'S FROM WEEKDAY HEATING SCHEDULE	12.B ADD UP # OF X'S FROM WEEKDAY COOLING SCHEDULE	12.C ADD UP # OF X'S FROM WEEKEND HEATING SCHEDULE	12.D ADD UP # OF X'S FROM WEEKEND COOLING SCHEDULE
	0	0	0	0



SCHEDULE OPTIMIZATION - PROPOSED SETBACK SCHEDULE - INCENTIVE CODE 3664, 3665, 3666, 3667, 3668, 3669, 3670, 3671	NORMAL WEEKEND SCHEDULE		NORMAL WEEKEND SCHEDULE	
	HEATING SCHEDULE		COOLING SCHEDULE	
	HEATING SCHEDULE	COOLING SCHEDULE	HEATING SCHEDULE	COOLING SCHEDULE

Instructions: Leave cell blank if hour is a part of normal HVAC system operating hours. Mark an 'X' if hour is on a setback schedule.

Example	Blank	X	X	X
0	X	X	X	X
1	X	X	X	X
2	X	X	X	X
3	X	X	X	X
4	X	X	X	X
5	X	X	X	X
6			X	X
7			X	X
8			X	X
9			X	X
10			X	X
11			X	X
12			X	X
13			X	X
14			X	X
15			X	X
16			X	X
17			X	X
18	X	X	X	X
19	X	X	X	X
20	X	X	X	X
21	X	X	X	X
22	X	X	X	X
23	X	X	X	X

13.A	13.B	13.C	13.D
ADD UP # OF X'S FROM WEEKDAY HEATING SCHEDULE	ADD UP # OF X'S FROM WEEKDAY COOLING SCHEDULE	ADD UP # OF X'S FROM WEEKEND HEATING SCHEDULE	ADD UP # OF X'S FROM WEEKEND COOLING SCHEDULE
12	12	24	24

SCHEDULE OPTIMIZATION - FMS INCENTIVE AWARD - INCENTIVE CODE 3664, 3665, 3666, 3667, 3668, 3669, 3670, 3671	BASE WEEKDAY HEATING INCENTIVE		BASE WEEKEND HEATING INCENTIVE	
Example	\$60	\$20	\$24	\$8
3664, 3665, 3666, 3667	720	180	576	144

13.A	13.B	13.C	13.D
TOTAL WEEKDAY HEATING INCENTIVE (13.A x 12)	TOTAL WEEKDAY COOLING INCENTIVE (13.B x 12)	TOTAL WEEKEND HEATING INCENTIVE (13.C x 24)	TOTAL WEEKEND COOLING INCENTIVE (13.D x 24)
12	12	24	24

EQUIP #	BOILER INPUT (MBH)
---------	--------------------

NOTE: When performing the Boiler Tune-Up measure, ensure that the before and after condition combustion efficiency test reports are submitted in addition to the EBTU application.

<i>Example</i> N/A	100
-----------------------	-----

CHECKLIST	CLEAN BURNER UNITS & NOZZLES	CLEAN COMBUSTION CHAMBER	CLEAN BOILER TUBES	SEAL/RESEAL COMBUSTION CHAMBER	RECALIBRATE BOILER CONTROLS	COMBUSTION AIR INTAKE
<i>Example</i>	✓	✓	✓	✓	✓	✓

Notes:

EQUIP #	CHILLER UNIT CAPACITY (TONS)
---------	------------------------------

<i>Example</i> NA	80
----------------------	----

CHECKLIST	SYSTEM PRESSURE CHECK/ADJUSTMENT	FILTER INSPECTION/REPLACEMENT	BELT INSPECTION/REPLACEMENT	ECONOMIZER CONDITION CHECK AND REPAIR
<i>Example</i>	✓	✓	✓	✓

CONTACTOR CONDITIONS	EVAPORATOR CONDITIONS	COMPRESSOR AMP DRAW	SUPPLY MOTOR AMP DRAW	CONDENSER FAN AMP DRAW
✓	✓	✓	✓	✓

LIQUID LINE TEMPERATURE	SUB-COOLING AND SUPERHEAT TEMPERATURES	SUCTION PRESSURE AND TEMPERATURE	OIL LEVEL AND PRESSURE	LOW PRESSURE CONTROLS
✓	✓	✓	✓	✓

HIGH PRESSURE CONTROLS	CRANKCASE HEATER OPERATION	CONDENSER COIL CLEANING	CONDENSER TUBE CLEANING	EVAPORATOR TUBE CLEANING
✓	✓	✓	✓	✓

Notes:



# EXPRESS BUILDING TUNE-UP MEASURE DESCRIPTIONS

This section highlights all of the current EBTU offered measures, including detailed eligibility criteria for customers and EBTU Service Providers to review before deciding on which measures to implement in the customer's facility.

## A. CHILLER PLANT SETPOINT ADJUSTMENT

### Requirements:

- Not applicable for DX cooling systems.
- Not eligible if chiller systems already utilizes a chilled water reset control strategy **OR** chilled water setpoints are regularly adjusted.
- New Chiller Water Setpoint must be higher than existing.
- New Condenser Water Setpoint must be lower than existing.
- \*Incentive is for the efficient adjustment of chiller plant temperature setpoints. The base incentive rates are listed below.  
Total Incentive = Base Incentive Rate \* # of Tons \* Total number of degrees adjusted from existing setpoint
- Complete **Table A** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Chiller Plant, Chiller Water Setpoint Adjustment	3659	\$2.25+*	Ton/°F
Chiller Plant, Condenser Water Setpoint Adjustment	3660	\$1.75+*	Ton/°F

## B. HOT WATER SUPPLY RESET

### Requirements:

- Only eligible for non-condensing boilers.
- Boiler system must already have reset control capability in place but is either: Not using a reset strategy **OR** a new wider reset strategy can be applied which is deemed to make the boiler's operation more efficient.
- Boiler return water should be no more than 10°F above the manufacturers recommended minimum return temperature.
- The OAT sensor used to control the hot water reset strategy needs to be placed in an outdoor shaded location.
- Complete **Table B** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Hot Water Supply Reset	3662	\$75	Control

## C. OUTSIDE AIR INTAKE OPTIMIZATION

### Requirements:

- Outside Air Intake levels cannot be set below code minimums for ventilation rates.
- This measure does not apply to buildings with normally varying OA intake levels.
- OA intake CFM levels must have the ability to be reduced from existing condition to be eligible.
- Incentive is based on the amount of reduced CFM.
- Complete **Table C** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Outside Air Intake Optimization	3663	\$0.20	CFM

## D. ECONOMIZER OPTIMIZATION

### Requirements:

- Economizer capability must already be present in an AHU but is either not currently operational **OR** can be expanded to include a wider range of OA temperatures.
- Complete **Table D** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Economizer Optimization	3661	\$8	Ton

## E1. VFD FAN MOTOR CONTROL RESTORATION

### Requirements:

- Not eligible if controlling VFD was originally incentivized through Focus on Energy.
- VFD must currently be operating in a 'bypass' mode or 'hand-on' mode and be able to switch back to 'automatic' control mode to be eligible.
- VFD must be left in 'automatic' mode after measure is performed and facility/maintenance staff should be informed accordingly.
- Process fan applications are not eligible.
- Complete **Table E1** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
VFD Fan Motor Control Restoration	3677	\$20	Motor HP

## E2. VFD PUMP MOTOR CONTROL RESTORATION

### Requirements:

- Not eligible if controlling VFD was originally incentivized through Focus on Energy.
- VFD must currently be operating in a 'bypass' mode or 'hand-on' mode and be able to switch back to 'automatic' control mode to be eligible.
- VFD must be left in 'automatic' mode after measure is performed and facility/maintenance staff should be informed accordingly.
- Process pump applications are not eligible.
- Complete **Table E2** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
VFD Pump Motor Control Restoration	3678	\$20	Motor HP

## F. VALVE REPAIR

### Requirements:

- Valve must be found to have failed/stuck open at 70% or more to be eligible.
- Valve can be used for hot or chilled water service.
- Valves supplying chilled water must have their supplied cooling coil capacities listed in Tons.
- Valves supplying heating water must have their supplied heating coil capacities listed in MBh.
- Complete **Table F** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Valve Repair, Chilled Water	3675	\$0.50	Ton
Valve Repair, Hot Water	3676	\$0.50	MBh

## G. TEMPERATURE SENSOR CALIBRATION

### Requirements:

- The measure applies to calibration of Supply Air Temperature or Indoor Air Temperature sensors only.
- Measure incentive does not apply to replacing completely broken sensors.
- Calibration must be performed with an external calibrated instrument by taking the average of three separate calibrated temperature readings within close proximity of the un-calibrated temperature sensor.
- Output signal of the sensor being calibrated must be directly linked as an input driving the buildings heating or cooling systems.
- Complete **Table G** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Temperature Sensor Calibration	3674	\$35	Sensor

## H. SUPPLY AIR TEMPERATURE RESET

### Requirements:

- Measure applies only to constant air volume (CAV) systems.
- Measure can be applied to both heating and cooling SAT reset control strategies.
- Measure applies to facilities with either no existing SAT reset control strategy in place **OR** optimization of an existing SAT control strategy to widen the operating OAT or heat/cool temperature ranges to operate more efficiently than existing case.
- OAT reset range must be  $\geq 20^{\circ}\text{F}$  for both heating and cooling.
- Incentive is based on  $^{\circ}\text{F}$  reduction or increase of existing temperature Setpoint for Heating and Cooling SAT reset measures respectively.
- Only fill out the **EBTU Supplemental Data Sheet** for the SAT schedule type being implemented (cooling, heating, or both).
- Incentive is based on the difference in the degrees of the implemented supply air temperature reset range.  
(Ex: Heating Supply Air Reset Range Max: Min is  $85^{\circ}\text{F}$ ;  $75^{\circ}\text{F}$ ; Incentive is  $\$35/^{\circ}\text{F} * 10^{\circ}\text{F} = \$350$ .)
- Complete **Table H** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Heating SAT Reset	3672	\$35	Per $^{\circ}\text{F}$
Cooling SAT Reset	3673	\$40	Per $^{\circ}\text{F}$



## 11 - 11. SCHEDULE OPTIMIZATION

### Requirements:

- This is a simple temperature setback measure for scheduled unoccupied building times and **NOT** a reset or complete HVAC system shutdown measure.
- Facility must have a control system capable of hourly scheduled HVAC control already in place.
- User should enter existing and proposed weekly schedules highlighting the building's normal occupied times when the HVAC system will be operating normally. During noted unoccupied times the HVAC system will implement a simple temperature setback to save energy.
- Eligible for both heating and cooling schedules.
- If a second schedule optimization measure is implemented, a second set of existing and proposed schedules must be completed and attached.
- Square footage range for measure selection should be based on the amount of facility area that will be affected by this setback measure.
- Incentive is calculated based on the difference of hours of proposed weekly scheduled setback time as compared to existing schedule as indicated in the **EBTU Supplemental Data Sheet** fillable schedule forms. (Ex. Incentive for a 0-50,000 ft<sup>2</sup> space and a one hour addition of setback time as shown on the **EBTU Supplemental Data Sheet** for proposed weekday heating schedule vs the existing schedule = \$60)
- Facility weekly operational schedules must be consistent throughout the year to be eligible.
- Complete **Tables 11-14** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Weekday Heating Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3664	\$60	Setback Hr
Weekday Cooling Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3665	\$20	Setback Hr
Weekend Heating Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3666	\$24	Setback Hr
Weekend Cooling Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3667	\$8	Setback Hr
Weekday Heating Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3668	\$145	Setback Hr
Weekday Cooling Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3669	\$50	Setback Hr
Weekend Heating Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3670	\$58	Setback Hr
Weekend Cooling Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3671	\$20	Setback Hr

## J. BOILER TUNE-UP

### Requirements:

- The EBTU service provider must perform before and after combustion efficiency tests and submit copies of the reports which clearly show the before and after efficiencies along with the application.
- Complete **Table J** of the **EBTU Supplemental Data Sheet** for this measure.

### The following items must be checked/corrected as part of Boiler Tune-Up measure:

- Clean burner units & nozzles
- Clean combustion chamber
- Clean boiler tubes
- Seal/reseal combustion chamber
- Recalibrate boiler controls
- Check combustion air intake to verify correct air-to-fuel ratio is being met during operation to achieve optimal combustion efficiency, correct if needed.

Measure Description	Code	Incentive	Unit
Boiler Tune-Up	2211	\$0.10	MBh

## K. CHILLER SYSTEM TUNE-UP

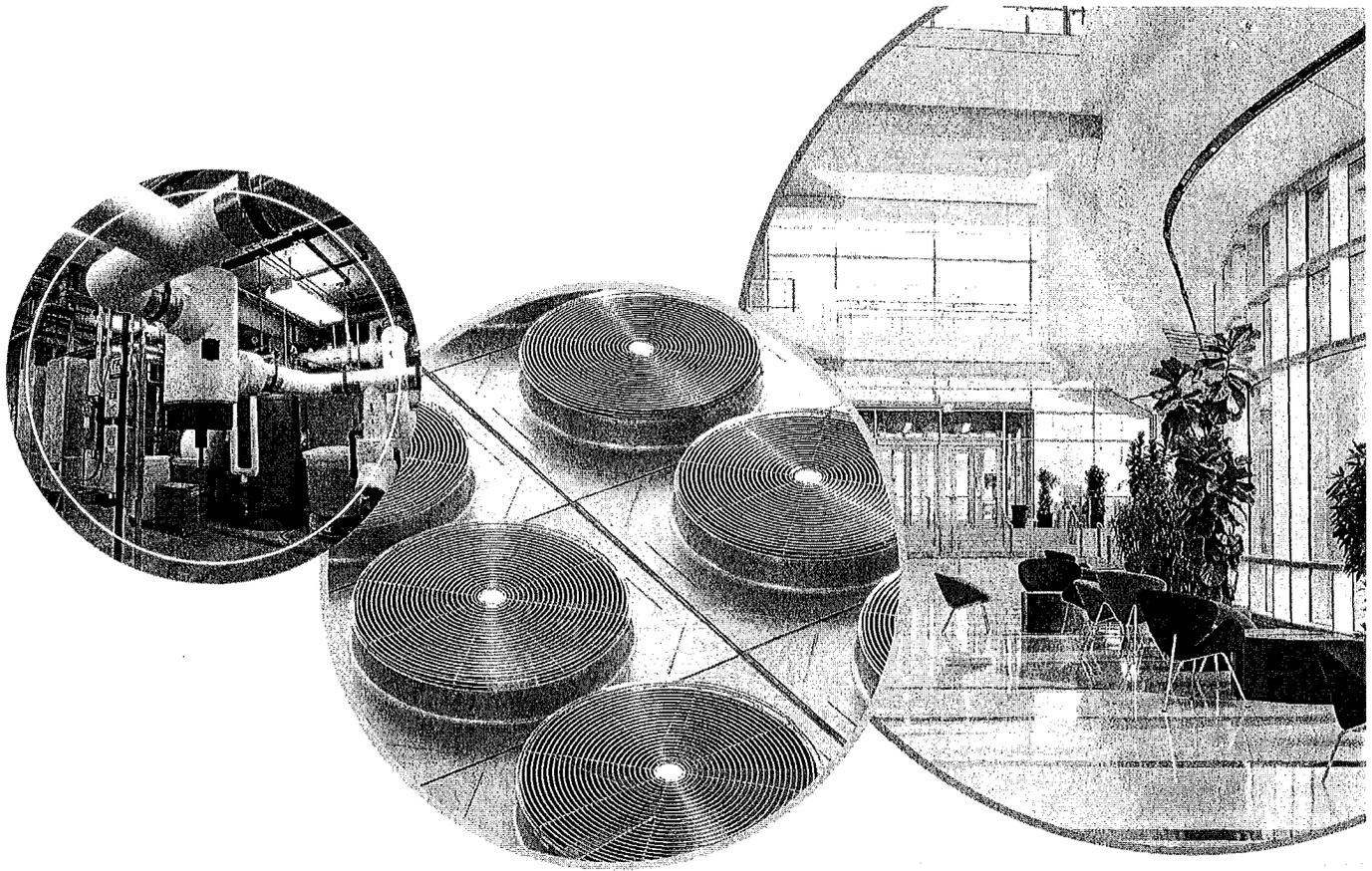
### Requirements:

- Measure applies to air or water cooled chillers only. DX cooling systems are not eligible.
- Complete **Table K** of the **EBTU Supplemental Data Sheet** for this measure.

### The following items must be checked/corrected as part of Chiller System Tune-Up measure:

- System pressure check/adjustment
- Filter inspection/replacement
- Belt inspection/replacement
- Economizer condition check and repair
- Contactor conditions
- Evaporator conditions
- Compressor amp draw
- Supply motor amp draw
- Condenser fan amp draw
- Liquid line temperature
- Sub-cooling and superheat temperatures
- Suction pressure and temperature
- Oil level and pressure
- Low pressure controls
- High pressure controls
- Crankcase heater operation
- Condenser coil cleaning
- Condenser tube cleaning
- Evaporator tube cleaning

Measure Description	Code	Incentive	Unit
Chiller System Tune-Up, Air Cooled, ≤500 Tons	2666	\$3	Ton
Chiller System Tune-Up, Air Cooled, >500 Tons	2667	\$3	Ton
Chiller System Tune-Up, Water Cooled, ≤500 Tons	2668	\$1.50	Ton
Chiller System Tune-Up, Water Cooled, >500 Tons	2669	\$1.50	Ton



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## SAVING ENERGY AND MONEY FOR WISCONSIN

**For more information, call 800.762.7077  
or visit [focusonenergy.com](http://focusonenergy.com).**

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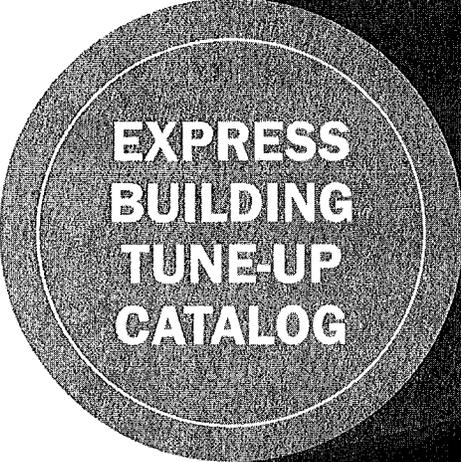
Focus on Energy, Wisconsin utilities' statewide program for energy efficiency and renewable energy, helps eligible residents and businesses save energy and money while protecting the environment. Focus on Energy information, resources and financial incentives help to implement energy efficiency and renewable energy projects that otherwise would not be completed.

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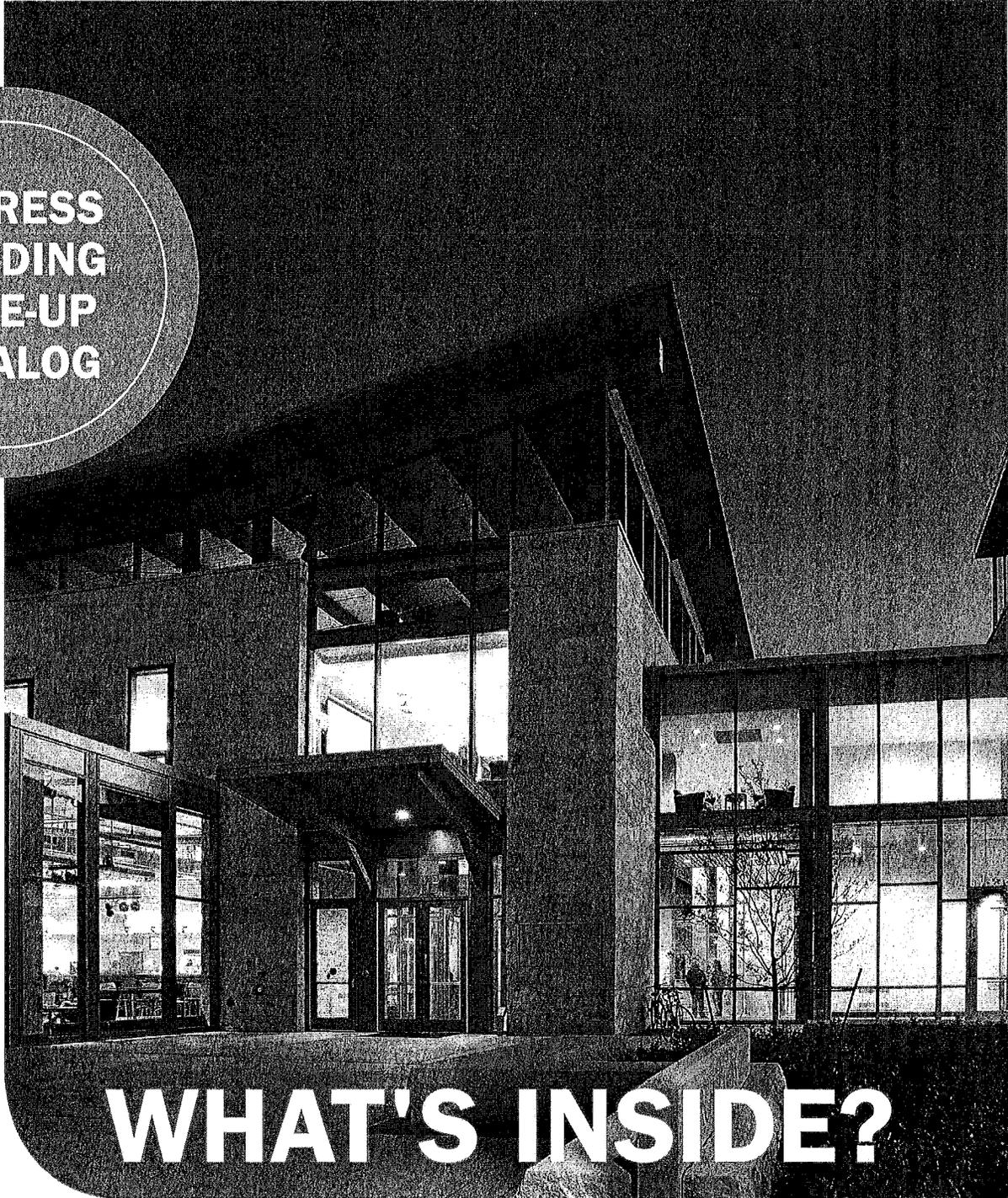


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Partnering with Wisconsin utilities



**EXPRESS  
BUILDING  
TUNE-UP  
CATALOG**



**WHAT'S INSIDE?**

<b>HOW TO APPLY .....</b>	<b>2</b>
<b>INCENTIVE APPLICATION .....</b>	<b>3</b>
<b>PROGRAM DESCRIPTIONS AND SUBMITTAL INFORMATION .....</b>	<b>5</b>
<b>EXPRESS BUILDING TUNE-UP SUPPLEMENTAL DATA SHEET .....</b>	<b>6</b>
<b>EXPRESS BUILDING TUNE-UP MEASURE DESCRIPTIONS .....</b>	<b>11</b>



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## HOW TO APPLY

An Express Building Tune-Up (EBTU) from Focus on Energy identifies energy efficiency opportunities for Wisconsin businesses to reduce their operating costs and increase efficiency. Use the information below to guide your customers to savings. For electronic copies of the forms visit [focusonenergy.com/applications](http://focusonenergy.com/applications).

### STEP 1

#### BEFORE YOU APPLY:

##### Verify customer and product eligibility:

- Confirm your customer's gas and electric utilities participate in Focus on Energy at [focusonenergy.com/about/participating-utilities](http://focusonenergy.com/about/participating-utilities).
- Review the Terms and Conditions on [focusonenergy.com/terms](http://focusonenergy.com/terms).
- Confirm you are a Qualified EBTU Service Provider by ensuring your company's name is included on the **EBTU Qualified Express Building Tune-Up Service Providers List**. If not, apply at [focusonenergy.com/ebtu](http://focusonenergy.com/ebtu) and follow the simple steps to become a qualified EBTU Service Provider. A service agreement form must be filled out and filed with Focus on Energy before any company can be added to the qualified provider list.
- Answer the pre-screening questions with your customer to verify if the EBTU measures are a match for the facility.
- Need help? Call us at 800.762.7077.

### STEP 2

#### WHAT YOU'LL NEED:

- EBTU Incentive Application & Supplemental Data Sheet
- Gas & Electric Utility Account Numbers
- Customer** Tax ID Number
- Invoice showing **proof of payment of EBTU Co-pay**. **MUST include Invoice showing:**
  - Trade Ally name, address and phone number
  - Job Site Address
- Work Log of labor hours on this project and hourly rates

### STEP 3

#### COMPLETE THIS APPLICATION:

- Complete appropriate EBTU measures agreed upon by the customer and EBTU Service Provider. After completion of each measure, fill out this application with the appropriate Supplemental Data Sheet sections on Pages 6-10. (Reminder: *Applicant is required to complete at least three available EBTU measures to qualify for an incentive through the EBTU offering.*)
- All fields in SECTIONS 1-5 are required, including:
  - Tax ID number
  - Utility account numbers
- Complete SECTION 6 with all measure information. Incomplete applications cannot be processed and will delay payment of incentives.
  - Include implementation date (date of the last service completed).
- Complete the EBTU Supplemental Data Sheet starting on Page 6 for applicable measures.
  - See EBTU Measure Descriptions on Pages 11-13 for incentive codes, incentive per unit, and product eligibility requirements.
- SECTION 7 is signed and dated.
- Attach Co-Pay Invoice and Work Log to application.
- Make a copy of the application and supporting documents for your records.

### STEP 4

#### SUBMIT YOUR APPLICATION:

Mail, fax or email your application and all supporting documentation. EBTU Incentive Application must be submitted within 60 calendar days of completion. Please retain a copy of this application for your records.

**Don't know where to send it?** Refer to Page 5 for program descriptions and submittal information.





### PROGRAM INFORMATION

Focus on Energy's Express Building Tune-Up (EBTU) offering provides tools and incentives to encourage owners and managers of existing buildings to optimize the energy related performance of their facility. The EBTU offering is available to business customers of participating utilities.

This application can only be submitted for the same facility once every five years. **It is not applicable to newly constructed facilities that are less than five years old from the date of first occupancy.** Measures apply to buildings < 100,000 ft² and must be implemented by qualified professionals who are Focus on Energy Qualified Service Providers. The facility's primary fuel must be natural gas/electricity from a participating utility. Large Energy Users (LEU) Program customers are not eligible.



### APPLICATION REQUIREMENTS AND INCENTIVE INFORMATION

Incentives provided through the EBTU offering are contingent upon adherence to the following requirements and procedures:

- Customer must engage a Focus on Energy EBTU Service Provider to optimize or repair eligible equipment. A list of eligible EBTU Service Providers can be found at [focusenergy.com/ebtu](http://focusenergy.com/ebtu).
- A minimum of three measures are required to be completed to be eligible for incentives.
- Customer must pay the EBTU Service Provider a co-pay to optimize or repair eligible equipment based on building square footage: \$150 co-pay for buildings <50,000 ft²; \$300 co-pay for buildings 50,000 -100,000 ft².



### ACCOUNT AND CUSTOMER INFORMATION

#### TAX IDENTIFICATION NUMBER (Check one.)

FEIN or  SSN

3 9 - 6 0 0 5 7 3 6

FEIN OR SOCIAL SECURITY NUMBER

#### BUSINESS CLASSIFICATION OF CUSTOMER

(Check one. Required for all businesses, including non-profits.)

Corporation  Partnership  Sole Proprietorship - Individual

LLC  Other Municipal Government

Rock County Government

OWNER NAME (REQUIRED IF SSN IS USED AS TAX IDENTIFICATION NUMBER)

Rock County Government

COMPANY LEGAL NAME

51 S. Main Street

LEGAL ADDRESS (AS SHOWN ON COMPANY W-9)

Janesville

CITY

WI

STATE

53545

ZIP

Brent Sutherland

PROJECT CONTACT NAME

608-757-5527

PROJECT CONTACT TELEPHONE

Brent.Sutherland@co.rock.wi.us

PROJECT CONTACT E-MAIL

How did you hear about us? (Check all that apply.)

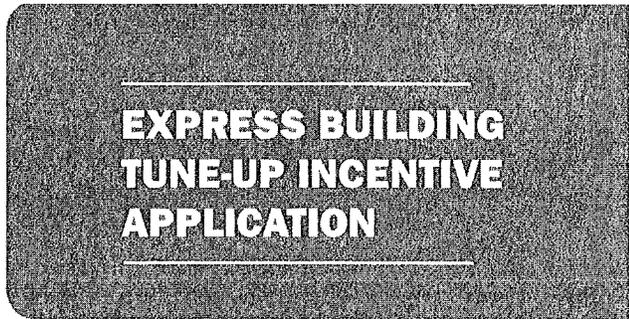
Utility  Trade Ally  Energy Advisor  Website

E-mail  Trade Show/Event  Advertisement/Mailing

Other: \_\_\_\_\_

Lawrence A Lutzow - JCI

WHO DID YOU WORK WITH FROM FOCUS ON ENERGY ON THIS PROJECT? (CONTACT NAME)



## EXPRESS BUILDING TUNE-UP INCENTIVE APPLICATION

**THIS APPLICATION EXPIRES DECEMBER 31, 2016.**

PLEASE COMPLETE ALL SECTIONS. INCOMPLETE APPLICATIONS CANNOT BE PROCESSED. APPLICATIONS MUST BE SUBMITTED WITHIN 60 DAYS OF MEASURE IMPLEMENTATION.



### TRADE ALLY INFORMATION



Lawrence Lutzow

TRADE ALLY CONTACT NAME

262-366-4648

PRIMARY PHONE #

lawrence.a.lutzow@jci.com

E-MAIL ADDRESS

Johnson Controls, Inc.

TRADE ALLY COMPANY NAME

2400 Kilgust Road

ADDRESS

Madison

CITY

WI

STATE

53713

ZIP

Must be a registered Trade Ally to receive payment. See Participation Requirements for more information.

(Check one.)  FEIN or  SSN

FEIN OR SOCIAL SECURITY NUMBER (REQUIRED IF RECEIVING PAYMENT)



### JOB SITE INFORMATION

(Where project has occurred) Maximum square footage for EBTU eligible facilities is 100,000 ft². Refer to the RCX offering incentives if facility is >100,000 ft².

Rock County Youth Center Department Building

JOB SITE BUSINESS NAME

Alliant

ELECTRIC UTILITY AT JOB SITE

ELECTRIC ACCOUNT

Alliant

GAS UTILITY AT JOB SITE

GAS ACCOUNT

Job Site Address is same as Legal Address

Job Site Address is different (complete below.)

210 US-14

JOB SITE ADDRESS

Janesville

CITY

WI

STATE

53545

ZIP



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**BUSINESS PROPERTY TYPE**

(Select one only. If applying for both existing and new construction equipment incentives please complete two separate applications)

Select one (1) property type that best describes your business:

- |   |  |   |  |
|---|--|---|--|
| <input type="checkbox"/> Agriculture Producer | <input type="checkbox"/> Preschool/Day Care        | <input type="checkbox"/> Native American                | <input type="checkbox"/> Retail            |
| <input type="checkbox"/> Dairy                | <input type="checkbox"/> Private K-12              | <input type="checkbox"/> Healthcare                     | <input type="checkbox"/> Service           |
| <input type="checkbox"/> Livestock            | <input type="checkbox"/> Public K-12               | <input checked="" type="checkbox"/> Clinic              | <input type="checkbox"/> Religious Worship |
| <input type="checkbox"/> Greenhouse           | <input type="checkbox"/> Technical College         | <input type="checkbox"/> Hospital                       | <input type="checkbox"/> Other: _____      |
| <input type="checkbox"/> Crop Farming         | <input type="checkbox"/> Grocery/Convenience Store | <input type="checkbox"/> Skilled Nursing                |  |
| <input type="checkbox"/> Aquacare             | <input type="checkbox"/> Financial Institution     | <input type="checkbox"/> Other: _____                   |  |
| <input type="checkbox"/> Other: _____         | <input type="checkbox"/> Food Service              |   |  |
|   | <input type="checkbox"/> Government                | <input type="checkbox"/> Hotels & Lodging               |  |
| <input type="checkbox"/> Education            | <input type="checkbox"/> Federal/State             | <input type="checkbox"/> Manufacturing (product): _____ |  |
| <input type="checkbox"/> College/University   | <input type="checkbox"/> Municipal/County          |   |  |



**INCENTIVE PRODUCT INFORMATION**

Please refer to:

- See **EBTU Measure Descriptions** on pages 11-13 for incentive codes, incentive per unit, and product eligibility requirements.
- **EBTU Supplemental Data Sheet** must be completed for each measure implemented and is available at [focusonenergy.com/ebtu](http://focusonenergy.com/ebtu).
- [focusonenergy.com/business/qpls](http://focusonenergy.com/business/qpls) for qualified products lists.
- **Invoice showing proof of purchase** for Manufacturer and Model Number.
- **Incentive Product Information Sheet** if you need additional lines in the table below.

INCENTIVE CODE	UNIT MEASURE	# OF UNITS (A)	INCENTIVE PER UNIT (B)	TOTAL INCENTIVE (A X B)
2466	Tons	60	\$ 3.00	\$ 180.00
3661	Tons	50	\$ 8.00	\$ 400.00
3674	SENSOR	34	\$ 35.00	\$ 1,190.00
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
Itemized Invoice(s) Attached	Yes <input type="checkbox"/>	RESERVATION CODE(S) (if applicable):	Subtotal from Incentive Product Information Sheet (if applicable)	\$ 1,590.00
Manufacturer Specifications Attached (if applicable):	Yes <input type="checkbox"/>	INSTALLATION DATE: 10 / 27 / 17	<b>INCENTIVE TOTAL</b>	\$ 1,590.00



**CUSTOMER SIGNATURE**

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:

- The number shown on this form is the correct taxpayer identification number.
- 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.
- I am a U.S. citizen (includes a U.S. resident alien).

I agree that the stated energy-efficient measure(s) was (were) installed at the job site address listed above as part of the Focus on Energy Program. I have read and agree to the provisions set forth herein and to the Terms and Conditions posted at [focusonenergy.com/terms](http://focusonenergy.com/terms). I understand that Focus on Energy may revise these Terms and Conditions at any time and I will not be notified in the event changes are made. To the best of my knowledge, the statements made on this application are complete, true and correct, and I have submitted the appropriate supporting documentation to receive an incentive. (Please use blue or black ink in the signature box below.)

CUSTOMER SIGNATURE \_\_\_\_\_ BRENT SOUTHERLAND \_\_\_\_\_ DATE 11/27/2017



Please select the program for which you are applying (check one):

- |   |   |
|---|---|
| <input type="checkbox"/> Business Incentive Program<br>BIPapps@focusonenergy.com                              | <input type="checkbox"/> Chain Stores and Franchises Program<br>CSFapps@focusonenergy.com |
| <input checked="" type="checkbox"/> Agriculture, Schools and Government Program<br>AgSGapps@focusonenergy.com |   |



Please see the Program Descriptions and Submittal Information on Page 5 for mailing addresses and fax numbers.

\*Incentive total may be adjusted based on project caps. See measure requirements and Terms and Conditions for more information.

# PROGRAM DESCRIPTIONS AND SUBMITTAL INFORMATION

Submit your completed application to the program that best describes your customer's organization or business type.

**NEED HELP?**

CALL

800.762.7077



## AGRICULTURE, SCHOOLS AND GOVERNMENT (AgSG) PROGRAM

Customers include agricultural producers such as dairy, livestock, crops, greenhouse and nursery; tribes, federal, state, county and municipal entities including wastewater facilities; and K-12 schools, colleges, and universities. Large colleges and universities including four-year UW campuses and identified large municipal wastewater facilities should continue to apply to the Large Energy Users (LEU) Program.

**MAIL:** Focus on Energy AgSG  
725 W. Park Avenue  
Chippewa Falls, WI 54729

**FAX:** 608.663.0267

**E-MAIL:** AgSGapps@focusonenergy.com

## BUSINESS INCENTIVE PROGRAM (BIP)

Customers include but are not limited to commercial and industrial businesses, small to midsize healthcare facilities and hospitality businesses. Businesses that do not fall under AgSG or CSF programs should apply to BIP.

**MAIL:** Focus on Energy BIP  
12075 Corporate Parkway, Suite 100  
Mequon, WI 53092

**FAX:** 262.240.0825

**E-MAIL:** BIPapps@focusonenergy.com

## CHAIN STORES AND FRANCHISES (CSF) PROGRAM

Qualifying customers include chain and franchise retail, restaurant, grocery, and convenience stores with five or more branded locations in the state of Wisconsin.

**MAIL:** Focus on Energy CSF  
12075 Corporate Parkway, Suite 100  
Mequon, WI 53092

**FAX:** 262.240.0825

**E-MAIL:** CSFapps@focusonenergy.com

## GENERAL TERMS AND CONDITIONS

Visit [focusonenergy.com/terms](http://focusonenergy.com/terms) or call to request a copy be provided to you. **Contact us:** 800.762.7077 or [focusinfo@focusonenergy.com](mailto:focusinfo@focusonenergy.com)



# EXPRESS BUILDING TUNE-UP SUPPLEMENTAL DATA SHEET

THIS FORM MUST BE ATTACHED TO COMPLETED INCENTIVE APPLICATION AND SUBMITTED TOGETHER. NEED HELP? CALL 800.762.7077

## HOW TO FILL OUT THIS FORM

Please refer to:

- The Express Building Tune-Up (EBTU) Measure Descriptions section on Page 11 measure requirements and information.
- Complete the tables for all implemented measures.

## DEFINITIONS

- AHU** = Air Handling Unit
- CFM** = Cubic Feet Per Minute
- EER** = Energy Efficiency Ratio
- EBTU** = Express Building Tune Up
- GPM** = Gallons Per Minute
- IAT** = Indoor Air Temperature
- OA** = Outside Air
- OAT** = Outside Air Temperature
- SA** = Supply Air
- SAT** = Supply Air Temperature
- VFD** = Variable Frequency Drive

## CUSTOMER INFORMATION

18,000 Sq Ft  
 \_\_\_\_\_  
 SIZE OF FACILITY (FT<sup>2</sup>)  
 100  
 \_\_\_\_\_  
 PERCENTAGE OF BUILDING THAT IS HEATED  
 100  
 \_\_\_\_\_  
 PERCENTAGE OF BUILDING THAT IS COOLED  
 Office/Conference/Correctional Facility  
 \_\_\_\_\_  
 TYPE OF BUILDING SPACE  
 (OFFICE, LIBRARY, RETAIL, RESTAURANT ETC.)  
 DX  
 \_\_\_\_\_  
 TYPE OF COOLING SYSTEM  
 (DX, AIR-COOLED CHILLER, WATER-COOLED CHILLER)

A CHILLER PLANT SETPOINT ADJUSTMENT - INCENTIVE CODE: 3659, 3660							PAGE 11
EQUIP #	CHILLER COOLING CAPACITY (Tons AHRI rating if known)	EXISTING CHILLED SUPPLY WATER SETPOINT TEMP (°F)	PROPOSED CHILLED SUPPLY WATER SETPOINT TEMP (°F)	TOTAL INCENTIVE \$2.25*# TONS (Proposed Chilled Water Temp Existing Chilled Water Temp)	EXISTING CONDENSER SUPPLY WATER SETPOINT TEMP (°F)	PROPOSED CONDENSER SUPPLY WATER SETPOINT TEMP (°F)	TOTAL INCENTIVE \$1.75*# TONS (Existing Condenser Water Temp Proposed Condenser Water Temp)
Example	150	42	47	\$1687.5	85	83	\$525
N/A							

B HOT WATER SUPPLY RESET - INCENTIVE CODE: 3662					PAGE 11
EQUIP #	AVG HEATING WATER SUPPLY LOOP FLOW RATE (Use GPM at delta-T of 20°F if not known)	EXISTING OAT HOT WATER RESET RANGE (°F) (If existing reset/ If no existing reset)	EXISTING CORRESPONDING MAX AND MIN SETPOINTS (°F) (If existing reset/ If no existing reset)	PROPOSED OAT HOT WATER RESET RANGE (°F)	PROPOSED CORRESPONDING MAX AND MIN SETPOINTS (°F)
Example	20	40-60 / Blank	180-160 / 180	20-60	170-150
BOILER 1-4	65	0-60/	170-140/	0-65	180-140

**Instructions:** If a prior existing hot water reset strategy will be optimized, enter reset ranges as shown. If existing setup does **NOT** include an existing reset strategy, simply enter the hot water supply temperature setpoint.

C OUTSIDE AIR INTAKE OPTIMIZATION - INCENTIVE CODE: 3663							PAGE 11
EQUIP #	EXISTING OA INTAKE CFM	PROPOSED OA INTAKE CFM	SUPPLY FAN SIZE (hp)	ANNUAL HOURS OF SUPPLY FAN OPERATION	FAN MOTOR NAMEPLATE EFFICIENCY	% BUILDING SQ FT SUPPLIED BY OA INTAKE SUPPLY FAN	
Example	1000	900	5	8760	90%	50%	
N/A							





SCHEDULE OPTIMIZATION - INCENTIVE CODES 3664, 3665, 3666, 3667, 3668, 3669, 3670, 3671		PAGE 13
EXISTING SCHEDULE	EXISTING SCHEDULE	DEGREES OF TEMPERATURE SETBACK COMPARED TO SCHEDULE OPERATION
Example N/A	50%	5°F

\*If a second schedule optimization measure is implemented, a second set of existing and proposed schedules must be completed and attached.

SCHEDULE OPTIMIZATION - EXISTING SCHEDULE - INCENTIVE CODES 3664, 3665, 3666, 3667, 3668, 3669, 3670, 3671					PAGE 14
EXISTING SCHEDULE HOURS (EXISTING ROOM)	NORMAL WEEKDAY SCHEDULE		NORMAL WEEKEND SCHEDULE		
	HEATING SCHEDULE	Cooling SCHEDULE	HEATING SCHEDULE	Cooling SCHEDULE	

**Instructions:** Leave cell blank if hour is a part of normal HVAC system operating hours. Mark an 'X' if hour is on a setback schedule.

Example	Blank = Normal	Blank	X = Setback	X
0				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
	N/A ADD DEVS OF 2'S FROM WEEKEND HEATING SCHEDULE	N/A ADD DEVS OF 2'S FROM WEEKEND COOLING SCHEDULE	N/A ADD DEVS OF 2'S FROM WEEKEND HEATING SCHEDULE	N/A ADD DEVS OF 2'S FROM WEEKEND COOLING SCHEDULE



Instructions: Leave cell blank if hour is a part of normal HVAC system operating hours. Mark an 'X' if hour is on a setback schedule.

Example	Blank	X	X	X
0				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				

13.4	ADD UP # OF 'X'S FROM WEEKDAY HEATING SCHEDULE	13.5	ADD UP # OF 'X'S FROM WEEKDAY COOLING SCHEDULE	13.6	ADD UP # OF 'X'S FROM WEEKEND HEATING SCHEDULE	13.7	ADD UP # OF 'X'S FROM WEEKEND COOLING SCHEDULE
------	--	------	--	------	--	------	--

Example	\$60	\$20	\$24	\$8
13.4	TOTAL WEEKDAY HEATING INCENTIVE (13.4 x 120)	TOTAL WEEKDAY COOLING INCENTIVE (13.5 x 120)	TOTAL WEEKEND HEATING INCENTIVE (13.6 x 120)	TOTAL WEEKEND COOLING INCENTIVE (13.7 x 120)
	BASE WEEKDAY HEATING INCENTIVE	BASE WEEKDAY COOLING INCENTIVE	BASE WEEKEND HEATING INCENTIVE	BASE WEEKEND COOLING INCENTIVE



**EQUIP #**

**BOILER INPUT (MBH)**

**NOTE:** When performing the Boiler Tune-Up measure, ensure that the before and after condition combustion efficiency test reports are submitted in addition to the EBTU application.

*Example*  
N/A

100

CHECKLIST	CLEAN BURNER UNITS & NOZZLES	CLEAN COMBUSTION CHAMBER	CLEAN BOILER TUBES	SEAL/RESEAL COMBUSTION CHAMBER	RECALIBRATE BOILER CONTROLS	COMBUSTION AIR INTAKE
<i>Example</i>	✓	✓	✓	✓	✓	✓

**Notes:**

**EQUIP #**

**CHILLER UNIT CAPACITY (Tons)**

*Example*  
N/A

80

CHECKLIST	SYSTEM PRESSURE CHECK/ADJUSTMENT	FILTER INSPECTION/REPLACEMENT	BELT INSPECTION/REPLACEMENT	ECONOMIZER CONDITION CHECK AND REPAIR
<i>Example</i>	✓	✓	✓	✓

CONTACTOR CONDITIONS	EVAPORATOR CONDITIONS	COMPRESSOR AMP DRAW	SUPPLY MOTOR AMP DRAW	CONDENSER FAN AMP DRAW
✓	✓	✓	✓	✓

LIQUID LINE TEMPERATURE	SUB-COOLING AND SUPERHEAT TEMPERATURES	SUCTION PRESSURE AND TEMPERATURE	OIL LEVEL AND PRESSURE	LOW PRESSURE CONTROLS
✓	✓	✓	✓	✓

HIGH PRESSURE CONTROLS	CRANKCASE HEATER OPERATION	CONDENSER COIL CLEANING	CONDENSER TUBE CLEANING	EVAPORATOR TUBE CLEANING
✓	✓	✓	✓	✓

**Notes:**



# EXPRESS BUILDING TUNE-UP MEASURE DESCRIPTIONS

This section highlights all of the current EBTU offered measures, including detailed eligibility criteria for customers and EBTU Service Providers to review before deciding on which measures to implement in the customer's facility.

## A. CHILLER PLANT SETPOINT ADJUSTMENT

### Requirements:

- Not applicable for DX cooling systems.
- Not eligible if chiller systems already utilizes a chilled water reset control strategy **OR** chilled water setpoints are regularly adjusted.
- New Chiller Water Setpoint must be higher than existing.
- New Condenser Water Setpoint must be lower than existing.
- \*Incentive is for the efficient adjustment of chiller plant temperature setpoints. The base incentive rates are listed below.  
Total Incentive = Base Incentive Rate \* # of Tons \* Total number of degrees adjusted from existing setpoint
- Complete **Table A** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Chiller Plant, Chiller Water Setpoint Adjustment	3659	\$2.25+*	Ton/°F
Chiller Plant, Condenser Water Setpoint Adjustment	3660	\$1.75+*	Ton/°F

## B. HOT WATER SUPPLY RESET

### Requirements:

- Only eligible for non-condensing boilers.
- Boiler system must already have reset control capability in place but is either: Not using a reset strategy **OR** a new wider reset strategy can be applied which is deemed to make the boiler's operation more efficient.
- Boiler return water should be no more than 10°F above the manufacturers recommended minimum return temperature.
- The OAT sensor used to control the hot water reset strategy needs to be placed in an outdoor shaded location.
- Complete **Table B** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Hot Water Supply Reset	3662	\$75	Control

## C. OUTSIDE AIR INTAKE OPTIMIZATION

### Requirements:

- Outside Air intake levels cannot be set below code minimums for ventilation rates.
- This measure does not apply to buildings with normally varying OA intake levels.
- OA intake CFM levels must have the ability to be reduced from existing condition to be eligible.
- Incentive is based on the amount of reduced CFM.
- Complete **Table C** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Outside Air Intake Optimization	3663	\$0.20	CFM

## D. ECONOMIZER OPTIMIZATION

### Requirements:

- Economizer capability must already be present in an AHU but is either not currently operational **OR** can be expanded to include a wider range of OA temperatures.
- Complete **Table D** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Economizer Optimization	3661	\$8	Ton

## E1. VFD FAN MOTOR CONTROL RESTORATION

### Requirements:

- Not eligible if controlling VFD was originally incentivized through Focus on Energy.
- VFD must currently be operating in a 'bypass' mode or 'hand-on' mode and be able to switch back to 'automatic' control mode to be eligible.
- VFD must be left in 'automatic' mode after measure is performed and facility/maintenance staff should be informed accordingly.
- Process fan applications are not eligible.
- Complete **Table E1** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
VFD Fan Motor Control Restoration	3677	\$20	Motor HP

## E2. VFD PUMP MOTOR CONTROL RESTORATION

### Requirements:

- Not eligible if controlling VFD was originally incentivized through Focus on Energy.
- VFD must currently be operating in a 'bypass' mode or 'hand-on' mode and be able to switch back to 'automatic' control mode to be eligible.
- VFD must be left in 'automatic' mode after measure is performed and facility/maintenance staff should be informed accordingly.
- Process pump applications are not eligible.
- Complete **Table E2** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
VFD Pump Motor Control Restoration	3678	\$20	Motor HP

## F. VALVE REPAIR

### Requirements:

- Valve must be found to have failed/stuck open at 70% or more to be eligible.
- Valve can be used for hot or chilled water service.
- Valves supplying chilled water must have their supplied cooling coil capacities listed in Tons.
- Valves supplying heating water must have their supplied heating coil capacities listed in MBh.
- Complete **Table F** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Valve Repair, Chilled Water	3675	\$0.50	Ton
Valve Repair, Hot Water	3676	\$0.50	MBh

## G. TEMPERATURE SENSOR CALIBRATION

### Requirements:

- The measure applies to calibration of Supply Air Temperature or Indoor Air Temperature sensors only.
- Measure incentive does not apply to replacing completely broken sensors.
- Calibration must be performed with an external calibrated instrument by taking the average of three separate calibrated temperature readings within close proximity of the un-calibrated temperature sensor.
- Output signal of the sensor being calibrated must be directly linked as an input driving the buildings heating or cooling systems.
- Complete **Table G** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Temperature Sensor Calibration	3674	\$35	Sensor

## H. SUPPLY AIR TEMPERATURE RESET

### Requirements:

- Measure applies only to constant air volume (CAV) systems.
- Measure can be applied to both heating and cooling SAT reset control strategies.
- Measure applies to facilities with either no existing SAT reset control strategy in place **OR** optimization of an existing SAT control strategy to widen the operating OAT or heat/cool temperature ranges to operate more efficiently than existing case.
- OAT reset range must be  $\geq 20^{\circ}\text{F}$  for both heating and cooling.
- Incentive is based on  $^{\circ}\text{F}$  reduction or increase of existing temperature Setpoint for Heating and Cooling SAT reset measures respectively.
- Only fill out the **EBTU Supplemental Data Sheet** for the SAT schedule type being implemented (cooling, heating, or both).
- Incentive is based on the difference in the degrees of the implemented supply air temperature reset range.  
(Ex: Heating Supply Air Reset Range Max: Min is  $85^{\circ}\text{F}$ ;  $75^{\circ}\text{F}$ ; Incentive is  $\$35/^{\circ}\text{F} \times 10^{\circ}\text{F} = \$350$ .)
- Complete **Table H** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Heating SAT Reset	3672	\$35	Per $^{\circ}\text{F}$
Cooling SAT Reset	3673	\$40	Per $^{\circ}\text{F}$

11. - IV SCHEDULE OPTIMIZATION

**Requirements:**

- This is a simple temperature setback measure for scheduled unoccupied building times and **NOT** a reset or complete HVAC system shutdown measure.
- Facility must have a control system capable of hourly scheduled HVAC control already in place.
- User should enter existing and proposed weekly schedules highlighting the building's normal occupied times when the HVAC system will be operating normally. During noted unoccupied times the HVAC system will implement a simple temperature setback to save energy.
- Eligible for both heating and cooling schedules.
- If a second schedule optimization measure is implemented, a second set of existing and proposed schedules must be completed and attached.
- Square footage range for measure selection should be based on the amount of facility area that will be affected by this setback measure.
- Incentive is calculated based on the difference of hours of proposed weekly scheduled setback time as compared to existing schedule as indicated in the **EBTU Supplemental Data Sheet** fillable schedule forms. (Ex. Incentive for a 0-50,000 ft<sup>2</sup> space and a one hour addition of setback time as shown on the **EBTU Supplemental Data Sheet** for proposed weekday heating schedule vs the existing schedule = \$60)
- Facility weekly operational schedules must be consistent throughout the year to be eligible.
- Complete **Tables 11-14** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Weekday Heating Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3664	\$60	Setback Hr
Weekday Cooling Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3665	\$20	Setback Hr
Weekend Heating Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3666	\$24	Setback Hr
Weekend Cooling Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3667	\$8	Setback Hr
Weekday Heating Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3668	\$145	Setback Hr
Weekday Cooling Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3669	\$50	Setback Hr
Weekend Heating Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3670	\$58	Setback Hr
Weekend Cooling Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3671	\$20	Setback Hr

**J. BOILER TUNE-UP**

**Requirements:**

- The EBTU service provider must perform before and after combustion efficiency tests and submit copies of the reports which clearly show the before and after efficiencies along with the application.
- Complete **Table J** of the **EBTU Supplemental Data Sheet** for this measure.

**The following items must be checked/corrected as part of Boiler Tune-Up measure:**

- Clean burner units & nozzles
- Clean combustion chamber
- Clean boiler tubes
- Seal/reseal combustion chamber
- Recalibrate boiler controls
- Check combustion air intake to verify correct air-to-fuel ratio is being met during operation to achieve optimal combustion efficiency, correct if needed.

Measure Description	Code	Incentive	Unit
Boiler Tune-Up	2211	\$0.10	MBh

**K. CHILLER SYSTEM TUNE-UP**

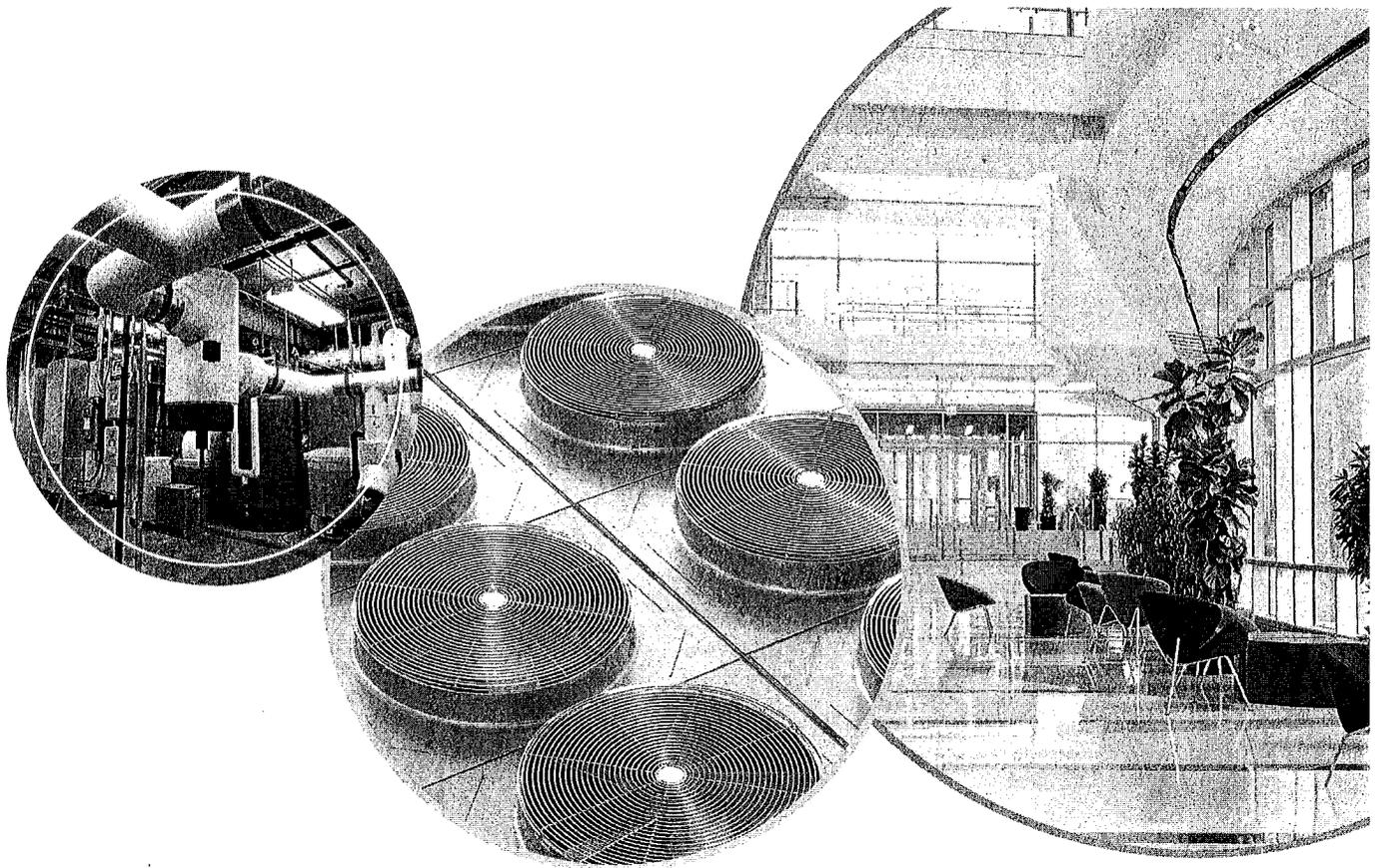
**Requirements:**

- Measure applies to air or water cooled chillers only. DX cooling systems are not eligible.
- Complete **Table K** of the **EBTU Supplemental Data Sheet** for this measure.

**The following items must be checked/corrected as part of Chiller System Tune-Up measure:**

- System pressure check/adjustment
- Filter inspection/replacement
- Belt inspection/replacement
- Economizer condition check and repair
- Contactor conditions
- Evaporator conditions
- Compressor amp draw
- Supply motor amp draw
- Condenser fan amp draw
- Liquid line temperature
- Sub-cooling and superheat temperatures
- Suction pressure and temperature
- Oil level and pressure
- Low pressure controls
- High pressure controls
- Crankcase heater operation
- Condenser coil cleaning
- Condenser tube cleaning
- Evaporator tube cleaning

Measure Description	Code	Incentive	Unit
Chiller System Tune-Up, Air Cooled, ≤500 Tons	2666	\$3	Ton
Chiller System Tune-Up, Air Cooled, >500 Tons	2667	\$3	Ton
Chiller System Tune-Up, Water Cooled, ≤500 Tons	2668	\$1.50	Ton
Chiller System Tune-Up, Water Cooled, >500 Tons	2669	\$1.50	Ton



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## **SAVING ENERGY AND MONEY FOR WISCONSIN**

**For more information, call 800.762.7077  
or visit [focusonenergy.com](http://focusonenergy.com).**

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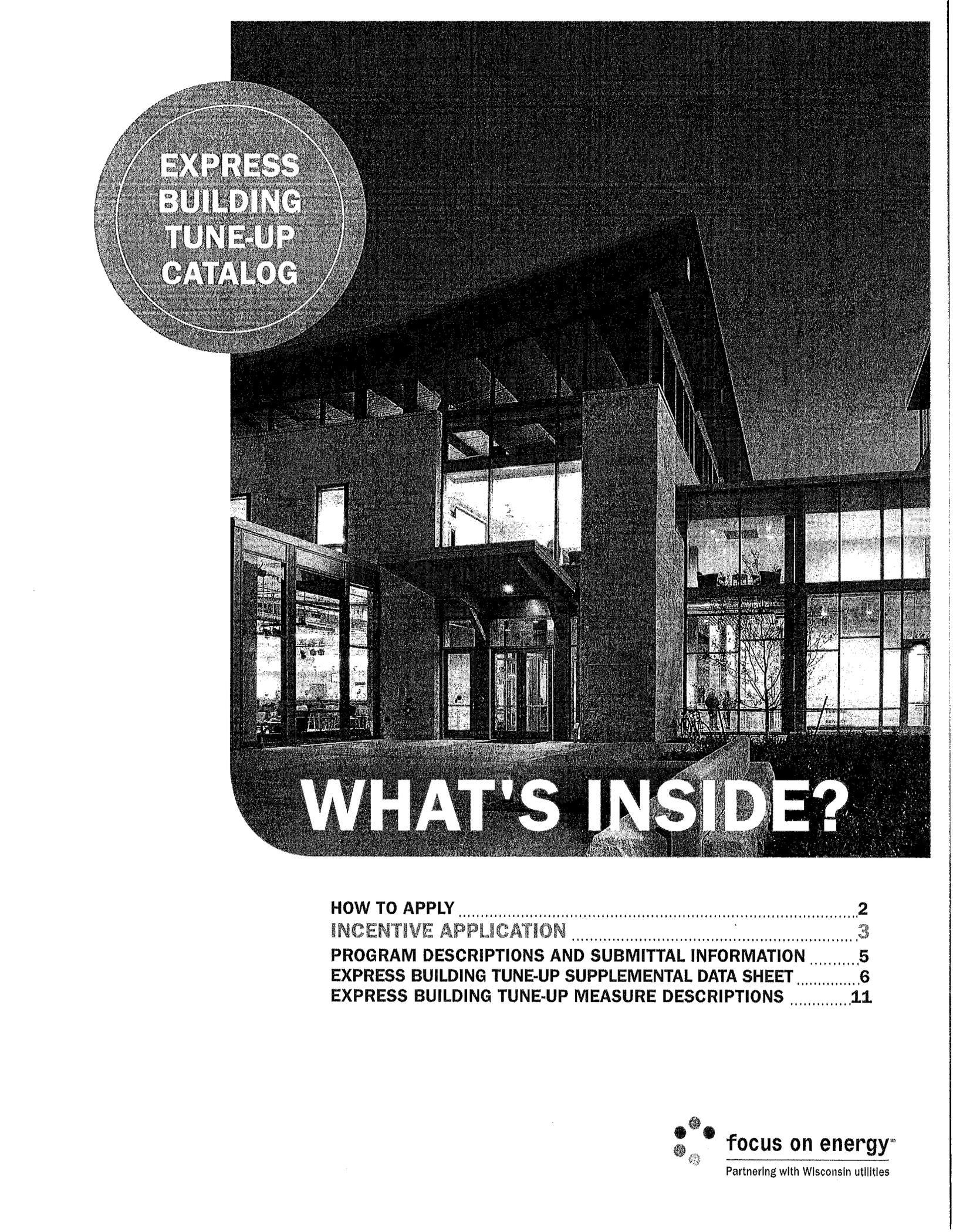
Focus on Energy, Wisconsin utilities' statewide program for energy efficiency and renewable energy, helps eligible residents and businesses save energy and money while protecting the environment. Focus on Energy information, resources and financial incentives help to implement energy efficiency and renewable energy projects that otherwise would not be completed.

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Partnering with Wisconsin utilities



**EXPRESS  
BUILDING  
TUNE-UP  
CATALOG**

# WHAT'S INSIDE?

<b>HOW TO APPLY .....</b>	<b>2</b>
<b>INCENTIVE APPLICATION .....</b>	<b>3</b>
<b>PROGRAM DESCRIPTIONS AND SUBMITTAL INFORMATION .....</b>	<b>5</b>
<b>EXPRESS BUILDING TUNE-UP SUPPLEMENTAL DATA SHEET .....</b>	<b>6</b>
<b>EXPRESS BUILDING TUNE-UP MEASURE DESCRIPTIONS .....</b>	<b>11</b>



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## HOW TO APPLY

An Express Building Tune-Up (EBTU) from Focus on Energy identifies energy efficiency opportunities for Wisconsin businesses to reduce their operating costs and increase efficiency. Use the information below to guide your customers to savings. For electronic copies of the forms visit [focusonenergy.com/applications](http://focusonenergy.com/applications).

### STEP 1

#### BEFORE YOU APPLY:

##### Verify customer and product eligibility:

- Confirm your customer's gas and electric utilities participate in Focus on Energy at [focusonenergy.com/about/participating-utilities](http://focusonenergy.com/about/participating-utilities).
- Review the Terms and Conditions on [focusonenergy.com/terms](http://focusonenergy.com/terms).
- Confirm you are a Qualified EBTU Service Provider by ensuring your company's name is included on the **EBTU Qualified Express Building Tune-Up Service Providers List**. If not, apply at [focusonenergy.com/ebtu](http://focusonenergy.com/ebtu) and follow the simple steps to become a qualified EBTU Service Provider. A service agreement form must be filled out and filed with Focus on Energy before any company can be added to the qualified provider list.
- Answer the pre-screening questions with your customer to verify if the EBTU measures are a match for the facility.
- Need help? Call us at 800.762.7077.

### STEP 2

#### WHAT YOU'LL NEED:

- EBTU Incentive Application & Supplemental Data Sheet
- Gas & Electric Utility Account Numbers
- Customer** Tax ID Number
- Invoice showing **proof of payment of EBTU Co-pay**. **MUST include Invoice showing:**
  - Trade Ally name, address and phone number
  - Job Site Address
- Work Log of labor hours on this project and hourly rates

### STEP 3

#### COMPLETE THIS APPLICATION:

- Complete appropriate EBTU measures agreed upon by the customer and EBTU Service Provider. After completion of each measure, fill out this application with the appropriate Supplemental Data Sheet sections on Pages 6-10. (Reminder: *Applicant is required to complete at least three available EBTU measures to qualify for an incentive through the EBTU offering.*)
- All fields in SECTIONS 1-5 are required, including:
  - Tax ID number
  - Utility account numbers
- Complete SECTION 6 with all measure information. Incomplete applications cannot be processed and will delay payment of incentives.
  - Include implementation date (date of the last service completed).
- Complete the EBTU Supplemental Data Sheet starting on Page 6 for applicable measures.
  - See EBTU Measure Descriptions on Pages 11-13 for incentive codes, incentive per unit, and product eligibility requirements.
- SECTION 7 is signed and dated.
- Attach Co-Pay Invoice and Work Log to application.
- Make a copy of the application and supporting documents for your records.

### STEP 4

#### SUBMIT YOUR APPLICATION:

Mail, fax or email your application and all supporting documentation. EBTU Incentive Application must be submitted within 60 calendar days of completion. Please retain a copy of this application for your records.

**Don't know where to send it?** Refer to Page 5 for program descriptions and submittal information.



## PROGRAM INFORMATION

Focus on Energy's Express Building Tune-Up (EBTU) offering provides tools and incentives to encourage owners and managers of existing buildings to optimize the energy related performance of their facility. The EBTU offering is available to business customers of participating utilities.

This application can only be submitted for the same facility once every five years. **It is not applicable to newly constructed facilities that are less than five years old from the date of first occupancy.** Measures apply to buildings < 100,000 ft<sup>2</sup> and must be implemented by qualified professionals who are Focus on Energy Qualified Service Providers. The facility's primary fuel must be natural gas/electricity from a participating utility. Large Energy Users (LEU) Program customers are not eligible.



## APPLICATION REQUIREMENTS AND INCENTIVE INFORMATION

Incentives provided through the EBTU offering are contingent upon adherence to the following requirements and procedures:

- Customer must engage a Focus on Energy EBTU Service Provider to optimize or repair eligible equipment. A list of eligible EBTU Service Providers can be found at [focusonenergy.com/ebtu](http://focusonenergy.com/ebtu).
- A **minimum of three measures are required to be completed to be eligible for incentives.**
- Customer must pay the EBTU Service Provider a co-pay to optimize or repair eligible equipment based on building square footage: \$150 co-pay for buildings <50,000 ft<sup>2</sup>; \$300 co-pay for buildings 50,000 -100,000 ft<sup>2</sup>.



## ACCOUNT AND CUSTOMER INFORMATION

TAX IDENTIFICATION NUMBER (Check one.)

FEIN or  SSN

3 9 - 6 0 0 5 7 3 6

FEIN OR SOCIAL SECURITY NUMBER

BUSINESS CLASSIFICATION OF CUSTOMER

(Check one. Required for all businesses, including non-profits.)

Corporation  Partnership  Sole Proprietorship - Individual

LLC  Other Municipal Government

Rock County Government

OWNER NAME (REQUIRED IF SSN IS USED AS TAX IDENTIFICATION NUMBER)

Rock County Government

COMPANY LEGAL NAME

51 S. Main Street

LEGAL ADDRESS (AS SHOWN ON COMPANY W-9)

Janesville

CITY

WI

53545

STATE

ZIP

Brent Sutherland

PROJECT CONTACT NAME

608-757-5527

PROJECT CONTACT TELEPHONE

Brent.Sutherland@co.rock.wi.us

PROJECT CONTACT E-MAIL

How did you hear about us? (Check all that apply.)

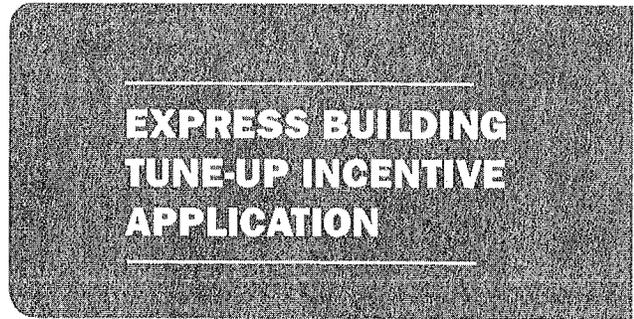
Utility  Trade Ally  Energy Advisor  Website

E-mail  Trade Show/Event  Advertisement/Mailing

Other: \_\_\_\_\_

Lawrence A Lutzow - JCI

WHO DID YOU WORK WITH FROM FOCUS ON ENERGY ON THIS PROJECT? (CONTACT NAME)



# EXPRESS BUILDING TUNE-UP INCENTIVE APPLICATION

**THIS APPLICATION EXPIRES DECEMBER 31, 2016.**

**PLEASE COMPLETE ALL SECTIONS. INCOMPLETE APPLICATIONS CANNOT BE PROCESSED. APPLICATIONS MUST BE SUBMITTED WITHIN 60 DAYS OF MEASURE IMPLEMENTATION.**



## TRADE ALLY INFORMATION



Lawrence Lutzow

TRADE ALLY CONTACT NAME

262-366-4648

PRIMARY PHONE #

lawrence.a.lutzow@jci.com

E-MAIL ADDRESS

Johnson Controls, Inc.

TRADE ALLY COMPANY NAME

2400 Kilgust Road

ADDRESS

Madison

CITY

WI

53713

STATE

ZIP

Must be a registered Trade Ally to receive payment. See Participation Requirements for more information.

(Check one.)  FEIN or  SSN

FEIN OR SOCIAL SECURITY NUMBER (REQUIRED IF RECEIVING PAYMENT)



## JOB SITE INFORMATION

(Where project has occurred) Maximum square footage for EBTU eligible facilities is 100,000 ft<sup>2</sup>. Refer to the RCX offering incentives if facility is >100,000 ft<sup>2</sup>.

Rock County Health Department Building

JOB SITE BUSINESS NAME

Alliant

ELECTRIC UTILITY AT JOB SITE

ELECTRIC ACCOUNT

Alliant

GAS UTILITY AT JOB SITE

GAS ACCOUNT

Job Site Address is same as Legal Address

Job Site Address is different (complete below.)

3328 US-51

JOB SITE ADDRESS

Janesville

CITY

WI

53545

STATE

ZIP



**focus on energy**<sup>®</sup>

Partnering with Wisconsin utilities





### BUSINESS PROPERTY TYPE

(Select one only. If applying for both existing and new construction equipment incentives please complete two separate applications)

Select one (1) property type that best describes your business:

- |   |  |   |  |
|---|--|---|--|
| <input type="checkbox"/> Agriculture Producer | <input type="checkbox"/> Preschool/Day Care        | <input type="checkbox"/> Native American                | <input type="checkbox"/> Retail            |
| <input type="checkbox"/> Dairy                | <input type="checkbox"/> Private K-12              | <input type="checkbox"/> Healthcare                     | <input type="checkbox"/> Service           |
| <input type="checkbox"/> Livestock            | <input type="checkbox"/> Public K-12               | <input checked="" type="checkbox"/> Clinic              | <input type="checkbox"/> Religious Worship |
| <input type="checkbox"/> Greenhouse           | <input type="checkbox"/> Technical College         | <input type="checkbox"/> Hospital                       | <input type="checkbox"/> Other: _____      |
| <input type="checkbox"/> Crop Farming         | <input type="checkbox"/> Grocery/Convenience Store | <input type="checkbox"/> Skilled Nursing                |  |
| <input type="checkbox"/> Aquacare             | <input type="checkbox"/> Financial Institution     | <input type="checkbox"/> Other: _____                   |  |
| <input type="checkbox"/> Other: _____         | <input type="checkbox"/> Food Service              |   |  |
|   | <input type="checkbox"/> Government                | <input type="checkbox"/> Hotels & Lodging               |  |
| <input type="checkbox"/> Education            | <input type="checkbox"/> Federal/State             | <input type="checkbox"/> Manufacturing (product): _____ |  |
| <input type="checkbox"/> College/University   | <input type="checkbox"/> Municipal/County          |   |  |



### INCENTIVE PRODUCT INFORMATION

Please refer to:

- See **EBTU Measure Descriptions** on pages 11-13 for incentive codes, incentive per unit, and product eligibility requirements.
- **EBTU Supplemental Data Sheet** must be completed for each measure implemented and is available at [focusenergy.com/ebtu](http://focusenergy.com/ebtu).
- [focusenergy.com/business/qpls](http://focusenergy.com/business/qpls) for qualified products lists.
- **Invoice showing proof of purchase** for Manufacturer and Model Number.
- **Incentive Product Information Sheet** if you need additional lines in the table below.

INCENTIVE CODE	UNIT MEASURE	# OF UNITS (A)	INCENTIVE PER UNIT (B)	TOTAL INCENTIVE (A X B)
2666	Ten	60	\$ 3.00	\$ 180.00
3664	Setback Hours	12	\$ 60.00	\$ 720.00
3665	Setback Hours	12	\$ 20.00	\$ 240.00
3666	Setback Hours	24	\$ 24.00	\$ 576.00
3667	Setback Hours	24	\$ 8.00	\$ 192.00
			\$	\$
			\$	\$
			\$	\$
Itemized invoice(s) Attached Yes <input type="checkbox"/>		RESERVATION CODE(S) (if applicable):	Subtotal from Incentive Product Information Sheet (if applicable) \$ 1,728.00	
Manufacturer Specifications Attached (if applicable): Yes <input type="checkbox"/>		INSTALLATION DATE: 10 / 27 / 17	<b>INCENTIVE TOTAL</b> \$ 1,728.00	



### CUSTOMER SIGNATURE

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:

- The number shown on this form is the correct taxpayer identification number.
- 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.
- I am a U.S. citizen (includes a U.S. resident alien).

I agree that the stated energy-efficient measure(s) was (were) installed at the job site address listed above as part of the Focus on Energy Program. I have read and agree to the provisions set forth herein and to the Terms and Conditions posted at [focusenergy.com/terms](http://focusenergy.com/terms). I understand that Focus on Energy may revise these Terms and Conditions at any time and I will not be notified in the event changes are made. To the best of my knowledge, the statements made on this application are complete, true and correct, and I have submitted the appropriate supporting documentation to receive an incentive.

(Please use blue or black ink in the signature box below.)

CUSTOMER SIGNATURE: Brent Southerland  
 NAME (PRINT): Brent Southerland  
 DATE: 11/27/2017



Please select the program for which you are applying (check one):

- |   |   |
|---|---|
| <input type="checkbox"/> Business Incentive Program<br>BIPapps@focusenergy.com                              | <input type="checkbox"/> Chain Stores and Franchises Program<br>CSFapps@focusenergy.com |
| <input checked="" type="checkbox"/> Agriculture, Schools and Government Program<br>AgSGapps@focusenergy.com |   |



Please see the Program Descriptions and Submittal Information on Page 5 for mailing addresses and fax numbers.

\*Incentive total may be adjusted based on project caps. See measure requirements and Terms and Conditions for more information.

## PROGRAM DESCRIPTIONS AND SUBMITTAL INFORMATION

Submit your completed application to the program that best describes your customer's organization or business type.

**NEED HELP?**

CALL  
800.762.7077



### AGRICULTURE, SCHOOLS AND GOVERNMENT (AgSG) PROGRAM

Customers include agricultural producers such as dairy, livestock, crops, greenhouse and nursery; tribes, federal, state, county and municipal entities including wastewater facilities; and K-12 schools, colleges, and universities. Large colleges and universities including four-year UW campuses and identified large municipal wastewater facilities should continue to apply to the Large Energy Users (LEU) Program.

**MAIL:** Focus on Energy AgSG  
725 W. Park Avenue  
Chippewa Falls, WI 54729

**FAX:** 608.663.0267

**E-MAIL:** AgSGapps@focusonenergy.com

### BUSINESS INCENTIVE PROGRAM (BIP)

Customers include but are not limited to commercial and industrial businesses, small to midsize healthcare facilities and hospitality businesses. Businesses that do not fall under AgSG or CSF programs should apply to BIP.

**MAIL:** Focus on Energy BIP  
12075 Corporate Parkway, Suite 100  
Mequon, WI 53092

**FAX:** 262.240.0825

**E-MAIL:** BIPapps@focusonenergy.com

### CHAIN STORES AND FRANCHISES (CSF) PROGRAM

Qualifying customers include chain and franchise retail, restaurant, grocery, and convenience stores with five or more branded locations in the state of Wisconsin.

**MAIL:** Focus on Energy CSF  
12075 Corporate Parkway, Suite 100  
Mequon, WI 53092

**FAX:** 262.240.0825

**E-MAIL:** CSFapps@focusonenergy.com

### GENERAL TERMS AND CONDITIONS

Visit [focusonenergy.com/terms](http://focusonenergy.com/terms) or call to request a copy be provided to you. **Contact us:** 800.762.7077 or [focusinfo@focusonenergy.com](mailto:focusinfo@focusonenergy.com)

# EXPRESS BUILDING TUNE-UP SUPPLEMENTAL DATA SHEET

THIS FORM MUST BE ATTACHED TO COMPLETED INCENTIVE APPLICATION AND SUBMITTED TOGETHER. NEED HELP? CALL 800.762.7077

## HOW TO FILL OUT THIS FORM

Please refer to:

- The Express Building Tune-Up (EBTU) Measure Descriptions section on Page 11 measure requirements and information.
- Complete the tables for all implemented measures.

## DEFINITIONS

- AHU** = Air Handling Unit
- CFM** = Cubic Feet Per Minute
- EER** = Energy Efficiency Ratio
- EBTU** = Express Building Tune Up
- GPM** = Gallons Per Minute
- IAT** = Indoor Air Temperature
- OA** = Outside Air
- OAT** = Outside Air Temperature
- SA** = Supply Air
- SAT** = Supply Air Temperature
- VFD** = Variable Frequency Drive

## CUSTOMER INFORMATION

14,000 Sq Ft

---

SIZE OF FACILITY (FT<sup>2</sup>)

100

---

PERCENTAGE OF BUILDING THAT IS HEATED

100

---

PERCENTAGE OF BUILDING THAT IS COOLED

Office/Conference/Patient Care

---

TYPE OF BUILDING SPACE  
(OFFICE, LIBRARY, RETAIL, RESTAURANT ETC.)

---

TYPE OF COOLING SYSTEM  
(DX, AIR-COOLED CHILLER, WATER-COOLED CHILLER)

A CHILLER PLANT SETPOINT ADJUSTMENT - INCENTIVE CODE: 3659, 3660							PAGE 11
EQUIP #	CHILLER COOLING CAPACITY (Tons, AHRI Rating (kBTU/hr))	EXISTING CHILLED SUPPLY WATER SETPOINT TEMP (°F)	PROPOSED CHILLED SUPPLY WATER SETPOINT TEMP (°F)	TOTAL INCENTIVE \$/25° F TONS (Proposed Chilled Water Temp - Existing Chilled Water Temp)	EXISTING CONDENSER SUPPLY WATER SETPOINT TEMP (°F)	PROPOSED CONDENSER SUPPLY WATER SETPOINT TEMP (°F)	TOTAL INCENTIVE \$/1°F TONS (Existing Condenser Water Temp - Proposed Condenser Water Temp)
Example	150	42	47	\$1687.5	85	83	\$525

B HOT WATER SUPPLY RESET - INCENTIVE CODE: 3662					PAGE 11
EQUIP #	AVG HEATING WATER SUPPLY LOOP FLOW RATE (Use GPM at delta-T of 20°F if not known)	EXISTING OAT HOT WATER RESET RANGE (°F) (If existing reset; If no existing reset)	EXISTING CORRESPONDING MAX AND MIN SETPOINTS (°F) (If existing reset; If no existing reset)	PROPOSED OAT HOT WATER RESET RANGE (°F)	PROPOSED CORRESPONDING MAX AND MIN SETPOINTS (°F)
Example	20	40-60 / Blank	180-160 / 180	20-60	170-150

**Instructions:** If a prior existing hot water reset strategy will be optimized, enter reset ranges as shown. If existing setup does NOT include an existing reset strategy, simply enter the hot water supply temperature setpoint.

C OUTSIDE AIR INTAKE OPTIMIZATION - INCENTIVE CODE: 3663							PAGE 11
EQUIP #	EXISTING OA INTAKE CFM	PROPOSED OA INTAKE CFM	SUPPLY FAN SIZE (hp)	ANNUAL HOURS OF SUPPLY FAN OPERATION	FAN MOTOR NAMEPLATE EFFICIENCY	% BUILDING SQ FT SUPPLIED BY OA INTAKE SUPPLY FAN	
Example	1000	900	5	8760	90%	50%	

**D ECONOMIZER OPTIMIZATION - INCENTIVE CODE: 3661 PAGE 11**

EQUIP #	EXISTING ECONOMIZER IN PLACE IS FULLY OPERATIONAL (Yes/No)	EXISTING ECONOMIZER OAT OPERATING RANGE (°F)	PROPOSED ECONOMIZER OAT OPERATING RANGE (°F)	CURRENT COOLING SYSTEM CAPACITY (Tons)	CURRENT COOLING SYSTEM EFFICIENCY (EER, if known)
<i>Example</i>	Yes	55-65	55-70	25	10.5

**E1 VFD FAN MOTOR CONTROL RESTORATION - INCENTIVE CODE: 3677 PAGE 12**

VFD #	ANNUAL HOURS OF VFD/FAN OPERATION	MOTOR HORSEPOWER CONTROLLED BY VFD	FAN VFD APPLICATION (Cooling Tower Fan, HVAC Fan, Boiler Draft Fan)	EXISTING VFD CONTROL STATE (Auto, Hand-On, Bypass/Off)	MEASURED SPEED AT SETPOINT IF VFD IS STUCK IN 'HAND' MODE (Hz)	FAN MOTOR NAMEPLATE EFFICIENCY (% if known)	VFD PROGRAMMED FAN LOADING MIN & MAX (%)
<i>Example</i>	8760	5	Cooling Tower Fan	Hand	50	90%	50-80%

**E2 VFD PUMP MOTOR CONTROL RESTORATION - INCENTIVE CODE: 3678 PAGE 12**

VFD #	ANNUAL HOURS OF VFD/PUMP OPERATION	PUMP MOTOR HORSEPOWER CONTROLLED BY VFD (hp)	PUMP VFD APPLICATION (Chilled Water Pump, HVAC Heating Pump)	EXISTING VFD CONTROL STATE (Auto, Hand-On, Bypass/Off)	MEASURED SPEED AT SETPOINT IF VFD IS STUCK IN 'HAND' MODE (Hz)	PUMP MOTOR NAMEPLATE EFFICIENCY (% if known)	VFD PROGRAMMED PUMP LOADING MIN & MAX (%)
<i>Example</i>	8760	20	Chilled Water Pump	Hand	50	90%	50-80%

**F VALVE REPAIR - INCENTIVE CODE: 3675, 3676 PAGE 12**

VALVE #	VALVE SYSTEM TYPE (Heating or chilled water)	CAPACITY OF HEATING/COOLING COIL SERVED (MBH/TON)	FAILED VALVE POSITION (N = OPEN, 100% Fully Open)
<i>Example</i>	Heating	100 MBh	95%

**G TEMPERATURE SENSOR CALIBRATION - INCENTIVE CODE: 3674 PAGE 12**

SENSOR #	TYPE OF TEMP SENSOR CALIBRATED (SAT, IAT)	EXISTING TEMP SENSOR READING (°F)	CALIBRATED TEMP SENSOR READING (°F)	% OF BUILDING AFFECTED BY CALIBRATED TEMP SENSOR
<i>Example</i>	SAT	55	58	50%

**H SUPPLY AIR TEMPERATURE (SAT) RESET - INCENTIVE CODE: 3672, 3673 PAGE 12**

LOCATION #	OAT RESET RANGE - HEATING (°F)	EXISTING FACILITY SA HEATING TEMP SETPOINT (°F)	PROPOSED SA RESET HEATING TEMP RANGE: MAX-MIN (°F)	% OF BUILDING AFFECTED BY HEATING RESET	OAT RESET RANGE - COOLING (°F)	EXISTING FACILITY SA COOLING TEMP SETPOINT (°F)	PROPOSED SA RESET COOLING TEMP RANGE: MAX-MIN (°F)	# OF BUILDING AFFECTED BY COOLING RESET
<i>Example</i>	0-60	90	90-75	50%	60-90	55	65-55	50%

SCHEDULE#	OF BUILDING SET POINTS AFFECTED BY THE ADJUSTED SCHEDULE <small>(Name of the schedule optimization measure implemented, including setpoints and thermostat brand/model, etc.)</small>	% OF DEGREES OF TEMPERATURE SETBACK COMPARED TO OCCUPIED OPERATION
<i>Example</i> AHU-1 thru AHU-4	50% 100	5°F 5

\*If a second schedule optimization measure is implemented, a second set of existing and proposed schedules must be completed and attached.

EXISTING SCHEDULE HOURS <small>(AHU, Room, etc.)</small>	NORMAL WEEKDAY SCHEDULE		NORMAL WEEKEND SCHEDULE	
	HEATING SCHEDULE	COOLING SCHEDULE	HEATING SCHEDULE	COOLING SCHEDULE

**Instructions:** Leave cell blank if hour is a part of normal HVAC system operating hours. Mark an 'X' if hour is on a setback schedule.

<i>Example</i>	Blank = Normal	Blank	X = Setback	X
0				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				

	T2A ADD UP # OF X'S FROM WEEKDAY HEATING SCHEDULE	T2B ADD UP # OF X'S FROM WEEKDAY COOLING SCHEDULE	T2C ADD UP # OF X'S FROM WEEKEND HEATING SCHEDULE	T2D ADD UP # OF X'S FROM WEEKEND COOLING SCHEDULE
	0	0	0	0



PROPOSED SETBACK SCHEDULE (12/24 Hr. Basis)	NORMAL WEEKDAY SCHEDULE		NORMAL WEEKEND SCHEDULE	
	HEATING SCHEDULE	COOLING SCHEDULE	HEATING SCHEDULE	COOLING SCHEDULE

Instructions: Leave cell blank if hour is a part of normal HVAC system operating hours. Mark an 'X' if hour is on a setback schedule.

Example	Blank	X	X	X
0	X	X	X	X
1	X	X	X	X
2	X	X	X	X
3	X	X	X	X
4	X	X	X	X
5	X	X	X	X
6			X	X
7			X	X
8			X	X
9			X	X
10			X	X
11			X	X
12			X	X
13			X	X
14			X	X
15			X	X
16			X	X
17			X	X
18	X	X	X	X
19	X	X	X	X
20	X	X	X	X
21	X	X	X	X
22	X	X	X	X
23	X	X	X	X

13.A ADD UP # OF X'S FROM WEEKDAY HEATING SCHEDULE      13.B ADD UP # OF X'S FROM WEEKDAY COOLING SCHEDULE      13.C ADD UP # OF X'S FROM WEEKEND HEATING SCHEDULE      13.D ADD UP # OF X'S FROM WEEKEND COOLING SCHEDULE

12      12      24      24

	BASE WEEKDAY HEATING INCENTIVE	BASE WEEKDAY COOLING INCENTIVE	BASE WEEKEND HEATING INCENTIVE	BASE WEEKEND COOLING INCENTIVE
Example	\$60	\$20	\$24	\$8
3664, 3665, 3666, 3667	720	240	576	192

13.A	13.B	13.C	13.D
TOTAL WEEKDAY HEATING INCENTIVE = (13.A) * (13.C)	TOTAL WEEKDAY COOLING INCENTIVE = (13.B) * (13.C)	TOTAL WEEKEND HEATING INCENTIVE = (13.C) * (13.D)	TOTAL WEEKEND COOLING INCENTIVE = (13.D) * (13.D)
12	12	24	24



EQUIP #	BOILER INPUT (MBH)
---------	--------------------

NOTE: When performing the Boiler Tune-Up measure, ensure that the before and after condition combustion efficiency test reports are submitted in addition to the EBTU application.

Example	100
---------	-----

CHECKLIST	CLEAN BURNER UNITS & NOZZLES	CLEAN COMBUSTION CHAMBER	CLEAN BOILER TUBES	SEAL/RESEAL COMBUSTION CHAMBER	RECALIBRATE BOILER CONTROLS	COMBUSTION AIR INTAKE
Example	✓	✓	✓	✓	✓	✓

Notes:

EQUIP #	CHILLER UNIT CAPACITY (TONS)
---------	------------------------------

Example	80
---------	----

CHECKLIST	SYSTEM PRESSURE CHECK/ADJUSTMENT	FILTER INSPECTION/REPLACEMENT	BELT INSPECTION/REPLACEMENT	ECONOMIZER CONDITION CHECK AND REPAIR
Example	✓	✓	✓	✓

CONTACTOR CONDITIONS	EVAPORATOR CONDITIONS	COMPRESSOR AMP DRAW	SUPPLY MOTOR AMP DRAW	CONDENSER FAN AMP DRAW
✓	✓	✓	✓	✓

LIQUID LINE TEMPERATURE	SUB-COOLING AND SUPERHEAT TEMPERATURES	SUCTION PRESSURE AND TEMPERATURE	OIL LEVEL AND PRESSURE	LOW PRESSURE CONTROLS
✓	✓	✓	✓	✓

HIGH PRESSURE CONTROLS	CRANKCASE HEATER OPERATION	CONDENSER COIL CLEANING	CONDENSER TUBE CLEANING	EVAPORATOR TUBE CLEANING
✓	✓	✓	✓	✓

Notes:



# EXPRESS BUILDING TUNE-UP MEASURE DESCRIPTIONS

This section highlights all of the current EBTU offered measures, including detailed eligibility criteria for customers and EBTU Service Providers to review before deciding on which measures to implement in the customer's facility.

## A. CHILLER PLANT SETPOINT ADJUSTMENT

### Requirements:

- Not applicable for DX cooling systems.
- Not eligible if chiller systems already utilizes a chilled water reset control strategy **OR** chilled water setpoints are regularly adjusted.
- New Chiller Water Setpoint must be higher than existing.
- New Condenser Water Setpoint must be lower than existing.
- \*Incentive is for the efficient adjustment of chiller plant temperature setpoints. The base incentive rates are listed below.  
Total Incentive = Base Incentive Rate \* # of Tons \* Total number of degrees adjusted from existing setpoint
- Complete **Table A** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Chiller Plant, Chiller Water Setpoint Adjustment	3659	\$2.25+*	Ton/°F
Chiller Plant, Condenser Water Setpoint Adjustment	3660	\$1.75+*	Ton/°F

## B. HOT WATER SUPPLY RESET

### Requirements:

- Only eligible for non-condensing boilers.
- Boiler system must already have reset control capability in place but is either: Not using a reset strategy **OR** a new wider reset strategy can be applied which is deemed to make the boiler's operation more efficient.
- Boiler return water should be no more than 10°F above the manufacturers recommended minimum return temperature.
- The OAT sensor used to control the hot water reset strategy needs to be placed in an outdoor shaded location.
- Complete **Table B** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Hot Water Supply Reset	3662	\$75	Control

## C. OUTSIDE AIR INTAKE OPTIMIZATION

### Requirements:

- Outside Air Intake levels cannot be set below code minimums for ventilation rates.
- This measure does not apply to buildings with normally varying OA intake levels.
- OA intake CFM levels must have the ability to be reduced from existing condition to be eligible.
- Incentive is based on the amount of reduced CFM.
- Complete **Table C** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Outside Air Intake Optimization	3663	\$0.20	CFM

## D. ECONOMIZER OPTIMIZATION

### Requirements:

- Economizer capability must already be present in an AHU but is either not currently operational **OR** can be expanded to include a wider range of OA temperatures.
- Complete **Table D** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Economizer Optimization	3661	\$8	Ton



## E1. VFD FAN MOTOR CONTROL RESTORATION

### Requirements:

- Not eligible if controlling VFD was originally incentivized through Focus on Energy.
- VFD must currently be operating in a 'bypass' mode or 'hand-on' mode and be able to switch back to 'automatic' control mode to be eligible.
- VFD must be left in 'automatic' mode after measure is performed and facility/maintenance staff should be informed accordingly.
- Process fan applications are not eligible.
- Complete **Table E1** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
VFD Fan Motor Control Restoration	3677	\$20	Motor HP

## E2. VFD PUMP MOTOR CONTROL RESTORATION

### Requirements:

- Not eligible if controlling VFD was originally incentivized through Focus on Energy.
- VFD must currently be operating in a 'bypass' mode or 'hand-on' mode and be able to switch back to 'automatic' control mode to be eligible.
- VFD must be left in 'automatic' mode after measure is performed and facility/maintenance staff should be informed accordingly.
- Process pump applications are not eligible.
- Complete **Table E2** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
VFD Pump Motor Control Restoration	3678	\$20	Motor HP

## F. VALVE REPAIR

### Requirements:

- Valve must be found to have failed/stuck open at 70% or more to be eligible.
- Valve can be used for hot or chilled water service.
- Valves supplying chilled water must have their supplied cooling coil capacities listed in Tons.
- Valves supplying heating water must have their supplied heating coil capacities listed in MBh.
- Complete **Table F** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Valve Repair, Chilled Water	3675	\$0.50	Ton
Valve Repair, Hot Water	3676	\$0.50	MBh

## G. TEMPERATURE SENSOR CALIBRATION

### Requirements:

- The measure applies to calibration of Supply Air Temperature or Indoor Air Temperature sensors only.
- Measure incentive does not apply to replacing completely broken sensors.
- Calibration must be performed with an external calibrated instrument by taking the average of three separate calibrated temperature readings within close proximity of the un-calibrated temperature sensor.
- Output signal of the sensor being calibrated must be directly linked as an input driving the buildings heating or cooling systems.
- Complete **Table G** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Temperature Sensor Calibration	3674	\$35	Sensor

## H. SUPPLY AIR TEMPERATURE RESET

### Requirements:

- Measure applies only to constant air volume (CAV) systems.
- Measure can be applied to both heating and cooling SAT reset control strategies.
- Measure applies to facilities with either no existing SAT reset control strategy in place **OR** optimization of an existing SAT control strategy to widen the operating OAT or heat/cool temperature ranges to operate more efficiently than existing case.
- OAT reset range must be  $\geq 20^\circ\text{F}$  for both heating and cooling.
- Incentive is based on  $^\circ\text{F}$  reduction or increase of existing temperature Setpoint for Heating and Cooling SAT reset measures respectively.
- Only fill out the **EBTU Supplemental Data Sheet** for the SAT schedule type being implemented (cooling, heating, or both).
- Incentive is based on the difference in the degrees of the implemented supply air temperature reset range.  
(Ex: Heating Supply Air Reset Range Max: Min is  $85^\circ\text{F}$ ;  $75^\circ\text{F}$ ; Incentive is  $\$35/^\circ\text{F} * 10^\circ\text{F} = \$350$ .)
- Complete **Table H** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Heating SAT Reset	3672	\$35	Per $^\circ\text{F}$
Cooling SAT Reset	3673	\$40	Per $^\circ\text{F}$

11-14. SCHEDULE OPTIMIZATION

**Requirements:**

- This is a simple temperature setback measure for scheduled unoccupied building times and **NOT** a reset or complete HVAC system shutdown measure.
- Facility must have a control system capable of hourly scheduled HVAC control already in place.
- User should enter existing and proposed weekly schedules highlighting the building's normal occupied times when the HVAC system will be operating normally. During noted unoccupied times the HVAC system will implement a simple temperature setback to save energy.
- Eligible for both heating and cooling schedules.
- If a second schedule optimization measure is implemented, a second set of existing and proposed schedules must be completed and attached.
- Square footage range for measure selection should be based on the amount of facility area that will be affected by this setback measure.
- Incentive is calculated based on the difference of hours of proposed weekly scheduled setback time as compared to existing schedule as indicated in the **EBTU Supplemental Data Sheet** fillable schedule forms. (Ex. Incentive for a 0-50,000 ft<sup>2</sup> space and a one hour addition of setback time as shown on the **EBTU Supplemental Data Sheet** for proposed weekday heating schedule vs the existing schedule = \$60)
- Facility weekly operational schedules must be consistent throughout the year to be eligible.
- Complete **Tables I1-14** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Weekday Heating Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3664	\$60	Setback Hr
Weekday Cooling Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3665	\$20	Setback Hr
Weekend Heating Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3666	\$24	Setback Hr
Weekend Cooling Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3667	\$8	Setback Hr
Weekday Heating Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3668	\$145	Setback Hr
Weekday Cooling Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3669	\$50	Setback Hr
Weekend Heating Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3670	\$58	Setback Hr
Weekend Cooling Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3671	\$20	Setback Hr

**J. BOILER TUNE-UP**

**Requirements:**

- The EBTU service provider must perform before and after combustion efficiency tests and submit copies of the reports which clearly show the before and after efficiencies along with the application.
- Complete **Table J** of the **EBTU Supplemental Data Sheet** for this measure.

**The following items must be checked/corrected as part of Boiler Tune-Up measure:**

- Clean burner units & nozzles
- Clean combustion chamber
- Clean boiler tubes
- Seal/reseal combustion chamber
- Recalibrate boiler controls
- Check combustion air intake to verify correct air-to-fuel ratio is being met during operation to achieve optimal combustion efficiency, correct if needed.

Measure Description	Code	Incentive	Unit
Boiler Tune-Up	2211	\$0.10	MBh

**K. CHILLER SYSTEM TUNE-UP**

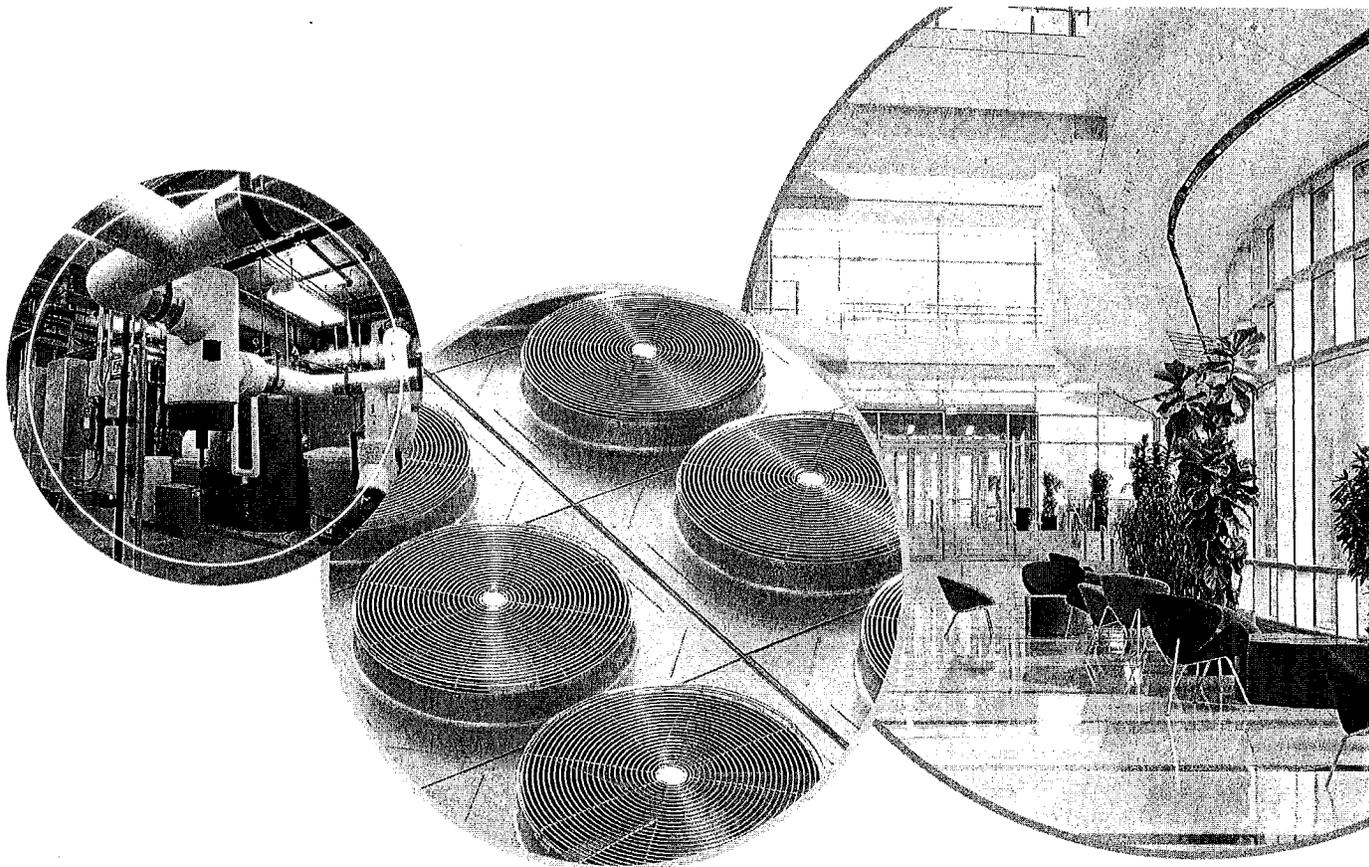
**Requirements:**

- Measure applies to air or water cooled chillers only. DX cooling systems are not eligible.
- Complete **Table K** of the **EBTU Supplemental Data Sheet** for this measure.

**The following items must be checked/corrected as part of Chiller System Tune-Up measure:**

- System pressure check/adjustment
- Filter inspection/replacement
- Belt inspection/replacement
- Economizer condition check and repair
- Contactor conditions
- Evaporator conditions
- Compressor amp draw
- Supply motor amp draw
- Condenser fan amp draw
- Liquid line temperature
- Sub-cooling and superheat temperatures
- Suction pressure and temperature
- Oil level and pressure
- Low pressure controls
- High pressure controls
- Crankcase heater operation
- Condenser coil cleaning
- Condenser tube cleaning
- Evaporator tube cleaning

Measure Description	Code	Incentive	Unit
Chiller System Tune-Up, Air Cooled, ≤500 Tons	2666	\$3	Ton
Chiller System Tune-Up, Air Cooled, >500 Tons	2667	\$3	Ton
Chiller System Tune-Up, Water Cooled, ≤500 Tons	2668	\$1.50	Ton
Chiller System Tune-Up, Water Cooled, >500 Tons	2669	\$1.50	Ton



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## SAVING ENERGY AND MONEY FOR WISCONSIN

**For more information, call 800.762.7077  
or visit [focusonenergy.com](http://focusonenergy.com).**

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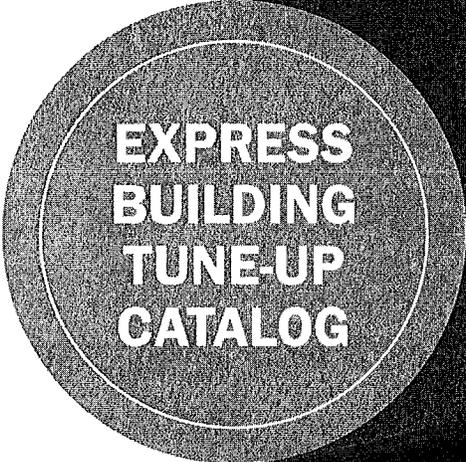
Focus on Energy, Wisconsin utilities' statewide program for energy efficiency and renewable energy, helps eligible residents and businesses save energy and money while protecting the environment. Focus on Energy information, resources and financial incentives help to implement energy efficiency and renewable energy projects that otherwise would not be completed.

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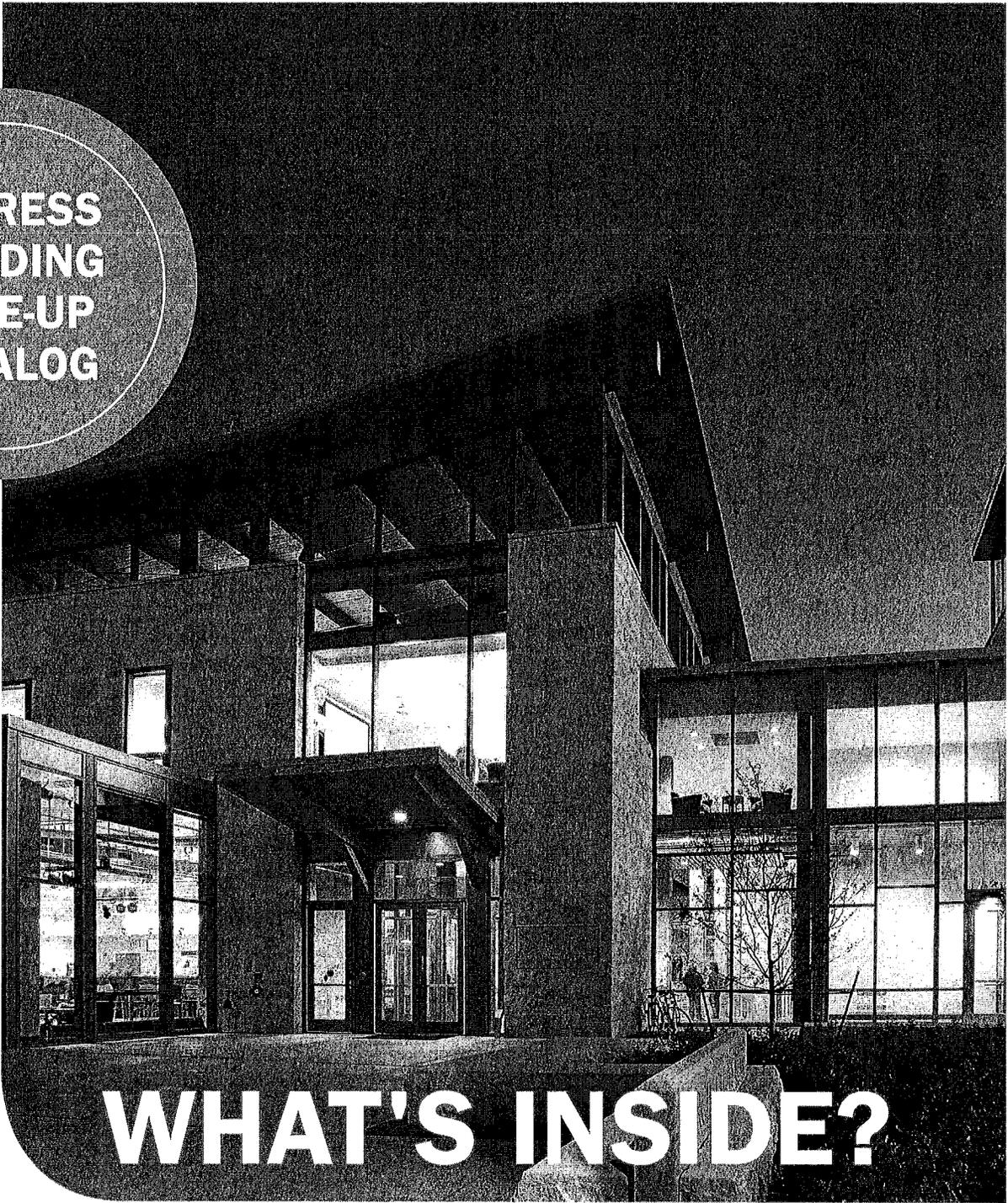


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Partnering with Wisconsin utilities



**EXPRESS  
BUILDING  
TUNE-UP  
CATALOG**



**WHAT'S INSIDE?**

<b>HOW TO APPLY .....</b>	<b>2</b>
<b>INCENTIVE APPLICATION .....</b>	<b>3</b>
<b>PROGRAM DESCRIPTIONS AND SUBMITTAL INFORMATION .....</b>	<b>5</b>
<b>EXPRESS BUILDING TUNE-UP SUPPLEMENTAL DATA SHEET .....</b>	<b>6</b>
<b>EXPRESS BUILDING TUNE-UP MEASURE DESCRIPTIONS .....</b>	<b>11</b>



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## HOW TO APPLY

An Express Building Tune-Up (EBTU) from Focus on Energy identifies energy efficiency opportunities for Wisconsin businesses to reduce their operating costs and increase efficiency. Use the information below to guide your customers to savings. For electronic copies of the forms visit [focusonenergy.com/applications](http://focusonenergy.com/applications).

STEP 1

### BEFORE YOU APPLY:

#### Verify customer and product eligibility:

- Confirm your customer's gas and electric utilities participate in Focus on Energy at [focusonenergy.com/about/participating-utilities](http://focusonenergy.com/about/participating-utilities).
- Review the Terms and Conditions on [focusonenergy.com/terms](http://focusonenergy.com/terms).
- Confirm you are a Qualified EBTU Service Provider by ensuring your company's name is included on the **EBTU Qualified Express Building Tune-Up Service Providers List**. If not, apply at [focusonenergy.com/ebtu](http://focusonenergy.com/ebtu) and follow the simple steps to become a qualified EBTU Service Provider. A service agreement form must be filled out and filed with Focus on Energy before any company can be added to the qualified provider list.
- Answer the pre-screening questions with your customer to verify if the EBTU measures are a match for the facility.
- Need help? Call us at 800.762.7077.

STEP 2

### WHAT YOU'LL NEED:

- EBTU Incentive Application & Supplemental Data Sheet
- Gas & Electric Utility Account Numbers
- Customer** Tax ID Number
- Invoice showing **proof of payment of EBTU Co-pay**. **MUST include invoice showing:**
  - Trade Ally name, address and phone number
  - Job Site Address
- Work Log of labor hours on this project and hourly rates

STEP 3

### COMPLETE THIS APPLICATION:

- Complete appropriate EBTU measures agreed upon by the customer and EBTU Service Provider. After completion of each measure, fill out this application with the appropriate Supplemental Data Sheet sections on Pages 6-10. (Reminder: *Applicant is required to complete at least three available EBTU measures to qualify for an incentive through the EBTU offering.*)
- All fields in SECTIONS 1-5 are required, including:
  - Tax ID number
  - Utility account numbers
- Complete SECTION 6 with all measure information. Incomplete applications cannot be processed and will delay payment of incentives.
  - Include implementation date (date of the last service completed).
- Complete the EBTU Supplemental Data Sheet starting on Page 6 for applicable measures.
  - See EBTU Measure Descriptions on Pages 11-13 for incentive codes, incentive per unit, and product eligibility requirements.
- SECTION 7 is signed and dated.
- Attach Co-Pay Invoice and Work Log to application.
- Make a copy of the application and supporting documents for your records.

STEP 4

### SUBMIT YOUR APPLICATION:

Mail, fax or email your application and all supporting documentation. EBTU Incentive Application must be submitted within 60 calendar days of completion. Please retain a copy of this application for your records.

**Don't know where to send it?** Refer to Page 5 for program descriptions and submittal information.



## PROGRAM INFORMATION

Focus on Energy's Express Building Tune-Up (EBTU) offering provides tools and incentives to encourage owners and managers of existing buildings to optimize the energy related performance of their facility. The EBTU offering is available to business customers of participating utilities.

This application can only be submitted for the same facility once every five years. **It is not applicable to newly constructed facilities that are less than five years old from the date of first occupancy.** Measures apply to buildings < 100,000 ft<sup>2</sup> and must be implemented by qualified professionals who are Focus on Energy Qualified Service Providers. The facility's primary fuel must be natural gas/electricity from a participating utility. Large Energy Users (LEU) Program customers are not eligible.



## APPLICATION REQUIREMENTS AND INCENTIVE INFORMATION

Incentives provided through the EBTU offering are contingent upon adherence to the following requirements and procedures:

- Customer must engage a Focus on Energy EBTU Service Provider to optimize or repair eligible equipment. A list of eligible EBTU Service Providers can be found at [focusonenergy.com/ebtu](http://focusonenergy.com/ebtu).
- A minimum of three measures are required to be completed to be eligible for incentives.
- Customer must pay the EBTU Service Provider a co-pay to optimize or repair eligible equipment based on building square footage: \$150 co-pay for buildings <50,000 ft<sup>2</sup>; \$300 co-pay for buildings 50,000 -100,000 ft<sup>2</sup>.



## ACCOUNT AND CUSTOMER INFORMATION

### TAX IDENTIFICATION NUMBER (Check one.)

FEIN or  SSN

3 9 - 6 0 0 5 7 3 6  
FEIN OR SOCIAL SECURITY NUMBER

### BUSINESS CLASSIFICATION OF CUSTOMER

(Check one. Required for all businesses, including non-profits.)

- Corporation  Partnership  Sole Proprietorship - Individual
- LLC  Other Municipal Government

Rock County Government  
OWNER NAME (REQUIRED IF SSN IS USED AS TAX IDENTIFICATION NUMBER)

Rock County Government  
COMPANY LEGAL NAME

51 S. Main Street  
LEGAL ADDRESS (AS SHOWN ON COMPANY W-9)

Janesville  
CITY

WI 53545  
STATE ZIP

Brent Sutherland  
PROJECT CONTACT NAME

608-757-5527  
PROJECT CONTACT TELEPHONE

Brent.Sutherland@co.rock.wi.us  
PROJECT CONTACT E-MAIL

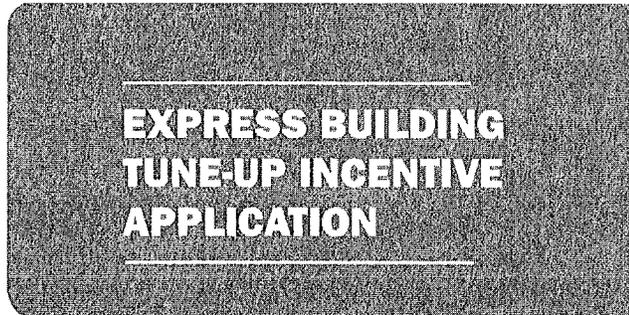
How did you hear about us? (Check all that apply.)

- Utility  Trade Ally  Energy Advisor  Website  
 E-mail  Trade Show/Event  Advertisement/Mailing

Other: \_\_\_\_\_

Lawrence A Lutzow - JCI

WHO DID YOU WORK WITH FROM FOCUS ON ENERGY ON THIS PROJECT? (CONTACT NAME)



# EXPRESS BUILDING TUNE-UP INCENTIVE APPLICATION

**THIS APPLICATION EXPIRES DECEMBER 31, 2016.**

**PLEASE COMPLETE ALL SECTIONS. INCOMPLETE APPLICATIONS CANNOT BE PROCESSED. APPLICATIONS MUST BE SUBMITTED WITHIN 60 DAYS OF MEASURE IMPLEMENTATION.**



## TRADE ALLY INFORMATION



Lawrence Lutzow  
TRADE ALLY CONTACT NAME

262-366-4648  
PRIMARY PHONE #

lawrence.a.lutzow@jci.com  
E-MAIL ADDRESS

Johnson Controls, Inc.  
TRADE ALLY COMPANY NAME

2400 Kilgust Road  
ADDRESS

Madison  
CITY

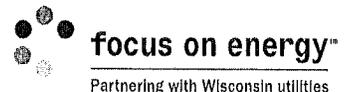
WI 53713  
STATE ZIP

53713  
ZIP

Madison  
CITY

WI 53713  
STATE ZIP

53713  
ZIP



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### BUSINESS PROPERTY TYPE

(Select one only. If applying for both existing and new construction equipment incentives please complete two separate applications)

Select one (1) property type that best describes your business:

- |   |  |   |  |
|---|--|---|--|
| <input type="checkbox"/> Agriculture Producer | <input type="checkbox"/> Preschool/Day Care          | <input type="checkbox"/> Native American                | <input type="checkbox"/> Retail            |
| <input type="checkbox"/> Dairy                | <input type="checkbox"/> Private K-12                | <input type="checkbox"/> Healthcare                     | <input type="checkbox"/> Service           |
| <input type="checkbox"/> Livestock            | <input type="checkbox"/> Public K-12                 | <input type="checkbox"/> Clinic                         | <input type="checkbox"/> Religious Worship |
| <input type="checkbox"/> Greenhouse           | <input type="checkbox"/> Technical College           | <input type="checkbox"/> Hospital                       | <input type="checkbox"/> Other: _____      |
| <input type="checkbox"/> Crop Farming         | <input type="checkbox"/> Grocery/Convenience Store   | <input type="checkbox"/> Skilled Nursing                |  |
| <input type="checkbox"/> Aquacare             | <input type="checkbox"/> Financial Institution       | <input type="checkbox"/> Other: _____                   |  |
| <input type="checkbox"/> Other: _____         | <input type="checkbox"/> Food Service                |   |  |
|   | <input type="checkbox"/> Government                  | <input type="checkbox"/> Hotels & Lodging               |  |
| <input type="checkbox"/> Education            | <input type="checkbox"/> Federal/State               | <input type="checkbox"/> Manufacturing (product): _____ |  |
| <input type="checkbox"/> College/University   | <input checked="" type="checkbox"/> Municipal/County |   |  |



### INCENTIVE PRODUCT INFORMATION

Please refer to:

- See **EBTU Measure Descriptions** on pages 11-13 for incentive codes, incentive per unit, and product eligibility requirements.
- **EBTU Supplemental Data Sheet** must be completed for each measure implemented and is available at [focusonenergy.com/ebtu](http://focusonenergy.com/ebtu).
- [focusonenergy.com/business/qpls](http://focusonenergy.com/business/qpls) for qualified products lists.
- **Invoice showing proof of purchase** for Manufacturer and Model Number.
- **Incentive Product Information Sheet** if you need additional lines in the table below.

INCENTIVE CODE	UNIT MEASURE	# OF UNITS (A)	INCENTIVE PER UNIT (B)	TOTAL INCENTIVE (A X B)
2666	Ton	60	\$ 3.00	\$ 180.00
3664	Setback Hours	12	\$ 60.00	\$ 720.00
3665	Setback Hours	12	\$ 15.00	\$ 180.00
3666	Setback Hours	24	\$ 24.00	\$ 576.00
3667	Setback Hours	24	\$ 6.00	\$ 144.00
			\$	\$
			\$	\$
			\$	\$
<b>Itemized invoice(s) Attached</b>	Yes <input type="checkbox"/>	<b>RESERVATION CODE(S)</b> (if applicable):	Subtotal from Incentive Product Information Sheet (if applicable) \$ 1,620.00	
<b>Manufacturer Specifications Attached</b> (if applicable):	Yes <input type="checkbox"/>	<b>INSTALLATION DATE:</b> 10 / 27 / 17	<b>INCENTIVE TOTAL</b>	\$ 1,620.00



### CUSTOMER SIGNATURE

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:

- The number shown on this form is the correct taxpayer identification number.
- 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.
- I am a U.S. citizen (includes a U.S. resident alien).

I agree that the stated energy-efficient measure(s) was (were) installed at the job site address listed above as part of the Focus on Energy Program. I have read and agree to the provisions set forth herein and to the Terms and Conditions posted at [focusonenergy.com/terms](http://focusonenergy.com/terms). I understand that Focus on Energy may revise these Terms and Conditions at any time and I will not be notified in the event changes are made. To the best of my knowledge, the statements made on this application are complete, true and correct, and I have submitted the appropriate supporting documentation to receive an incentive.

(Please use blue or black ink in the signature box below.)

CUSTOMER SIGNATURE: Brent Southerland  
NAME (PRINT): 11/27/2017  
DATE



Please select the program for which you are applying (check one):

- |   |   |
|---|---|
| <input type="checkbox"/> Business Incentive Program<br>BIPapps@focusonenergy.com                              | <input type="checkbox"/> Chain Stores and Franchises Program<br>CSFapps@focusonenergy.com |
| <input checked="" type="checkbox"/> Agriculture, Schools and Government Program<br>AgSGapps@focusonenergy.com |   |



Please see the Program Descriptions and Submittal Information on Page 5 for mailing addresses and fax numbers.

\*Incentive total may be adjusted based on project caps. See measure requirements and Terms and Conditions for more information.

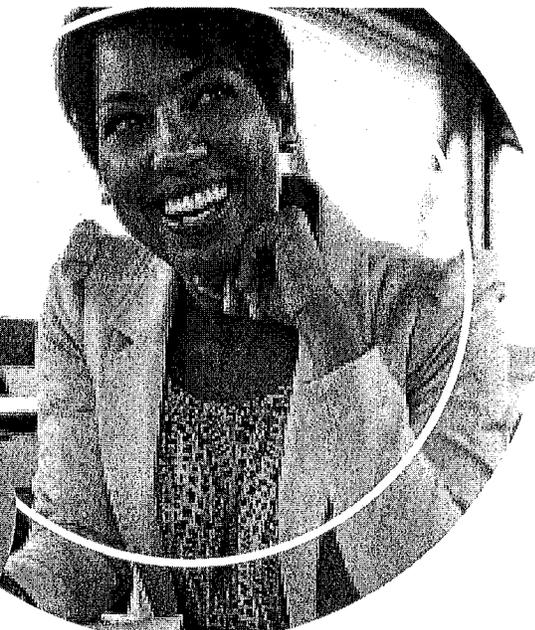
# PROGRAM DESCRIPTIONS AND SUBMITTAL INFORMATION

Submit your completed application to the program that best describes your customer's organization or business type.

**NEED HELP?**

CALL

800.762.7077



## AGRICULTURE, SCHOOLS AND GOVERNMENT (AgSG) PROGRAM

Customers include agricultural producers such as dairy, livestock, crops, greenhouse and nursery; tribes, federal, state, county and municipal entities including wastewater facilities; and K-12 schools, colleges, and universities. Large colleges and universities including four-year UW campuses and identified large municipal wastewater facilities should continue to apply to the Large Energy Users (LEU) Program.

**MAIL:** Focus on Energy AgSG  
725 W. Park Avenue  
Chippewa Falls, WI 54729

**FAX:** 608.663.0267

**E-MAIL:** AgSGapps@focusonenergy.com

## BUSINESS INCENTIVE PROGRAM (BIP)

Customers include but are not limited to commercial and industrial businesses, small to midsize healthcare facilities and hospitality businesses. Businesses that do not fall under AgSG or CSF programs should apply to BIP.

**MAIL:** Focus on Energy BIP  
12075 Corporate Parkway, Suite 100  
Mequon, WI 53092

**FAX:** 262.240.0825

**E-MAIL:** BIPapps@focusonenergy.com

## CHAIN STORES AND FRANCHISES (CSF) PROGRAM

Qualifying customers include chain and franchise retail, restaurant, grocery, and convenience stores with five or more branded locations in the state of Wisconsin.

**MAIL:** Focus on Energy CSF  
12075 Corporate Parkway, Suite 100  
Mequon, WI 53092

**FAX:** 262.240.0825

**E-MAIL:** CSFapps@focusonenergy.com

## GENERAL TERMS AND CONDITIONS

Visit [focusonenergy.com/terms](http://focusonenergy.com/terms) or call to request a copy be provided to you. **Contact us:** 800.762.7077 or [focusinfo@focusonenergy.com](mailto:focusinfo@focusonenergy.com)

# EXPRESS BUILDING TUNE-UP SUPPLEMENTAL DATA SHEET

THIS FORM MUST BE ATTACHED TO COMPLETED INCENTIVE APPLICATION AND SUBMITTED TOGETHER. NEED HELP? CALL 800.762.7077

## HOW TO FILL OUT THIS FORM

Please refer to:

- The Express Building Tune-Up (EBTU) Measure Descriptions section on Page 11 measure requirements and information.
- Complete the tables for all implemented measures.

## DEFINITIONS

- AHU** = Air Handling Unit
- CFM** = Cubic Feet Per Minute
- EER** = Energy Efficiency Ratio
- EBTU** = Express Building Tune Up
- GPM** = Gallons Per Minute
- IAT** = Indoor Air Temperature
- OA** = Outside Air
- OAT** = Outside Air Temperature
- SA** = Supply Air
- SAT** = Supply Air Temperature
- VFD** = Variable Frequency Drive

## CUSTOMER INFORMATION

14,000 Sq Ft

---

SIZE OF FACILITY (FT<sup>2</sup>)

100

---

PERCENTAGE OF BUILDING THAT IS HEATED

100

---

PERCENTAGE OF BUILDING THAT IS COOLED

Office/Conference

---

TYPE OF BUILDING SPACE  
(OFFICE, LIBRARY, RETAIL, RESTAURANT ETC.)

---

TYPE OF COOLING SYSTEM  
(DX, AIR-COOLED CHILLER, WATER-COOLED CHILLER)

A CHILLER PLANT SETPOINT ADJUSTMENT - INCENTIVE CODE: 3659, 3660							PAGE 11
EQUIP #	CHILLER COOLING CAPACITY (Tons AHRI rating if known)	EXISTING CHILLED SUPPLY WATER SETPOINT TEMP (°F)	PROPOSED CHILLED SUPPLY WATER SETPOINT TEMP (°F)	TOTAL INCENTIVE \$2.25/# TONS* (Proposed Chilled Water Temp Existing Chilled Water Temp)	EXISTING CONDENSER SUPPLY WATER SETPOINT TEMP (°F)	PROPOSED CONDENSER SUPPLY WATER SETPOINT TEMP (°F)	TOTAL INCENTIVE \$1.75/# TONS* (Existing Condenser Water Temp Proposed Condenser Water Temp)
Example	150	42	47	\$1687.5	85	83	\$525

B HOT WATER SUPPLY RESET - INCENTIVE CODE: 3662					PAGE 11
EQUIP #	AVG HEATING WATER SUPPLY LOOP FLOW RATE (Use GPM at delta-T of 20°F if not known)	EXISTING OAT HOT WATER RESET RANGE (°F) (If existing reset, If no existing reset)	EXISTING CORRESPONDING MAX AND MIN SETPOINTS (°F) (If existing reset, If no existing reset)	PROPOSED OAT HOT WATER RESET RANGE (°F)	PROPOSED CORRESPONDING MAX AND MIN SETPOINTS (°F)
Example	20	40-60 / Blank	180-160 / 180	20-60	170-150

**Instructions:** If a prior existing hot water reset strategy will be optimized, enter reset ranges as shown. If existing setup does **NOT** include an existing reset strategy, simply enter the hot water supply temperature setpoint.

C OUTSIDE AIR INTAKE OPTIMIZATION - INCENTIVE CODE: 3663						PAGE 11
EQUIP #	EXISTING OA INTAKE CFM	PROPOSED OA INTAKE CFM	SUPPLY FAN SIZE (hp)	ANNUAL HOURS OF SUPPLY FAN OPERATION	FAN MOTOR NAMEPLATE EFFICIENCY	% BUILDING SQ FT SUPPLIED BY OA INTAKE SUPPLY FAN
Example	1000	900	5	8760	90%	50%



**D ECONOMIZER OPTIMIZATION - INCENTIVE CODE: 3661 PAGE 11**

EQUIP #	EXISTING ECONOMIZER IN PLACE IS FULLY OPERATIONAL (Yes/No)	EXISTING ECONOMIZER OAT OPERATING RANGE (°F)	PROPOSED ECONOMIZER OAT OPERATING RANGE (°F)	CURRENT COOLING SYSTEM CAPACITY (Tons)	CURRENT COOLING SYSTEM EFFICIENCY (EER, if known)
<i>Example</i>	Yes	55-65	55-70	25	10.5

**E1 VFD FAN MOTOR CONTROL RESTORATION - INCENTIVE CODE: 3677 PAGE 12**

VFD #	ANNUAL HOURS OF VFD/FAN OPERATION	MOTOR HORSEPOWER CONTROLLED BY VFD	FAN VFD APPLICATION (Cooling Tower Fan, HVAC Fan, Boiler Draft Fan)	EXISTING VFD CONTROL STATE (Auto, Hand-On, Bypass/Off)	MEASURED SPEED AT SETPOINT IF VFD IS STUCK IN 'HAND' MODE (Hz)	FAN MOTOR NAMEPLATE EFFICIENCY (%; if known)	VFD PROGRAMMED FAN LOADING MIN & MAX (%)
<i>Example</i>	8760	5	Cooling Tower Fan	Hand	50	90%	50-80%

**E2 VFD PUMP MOTOR CONTROL RESTORATION - INCENTIVE CODE: 3678 PAGE 12**

VFD #	ANNUAL HOURS OF VFD/PUMP OPERATION	PUMP MOTOR HORSEPOWER CONTROLLED BY VFD (hp)	PUMP VFD APPLICATION (Chilled Water Pump, HVAC Heating Pump)	EXISTING VFD CONTROL STATE (Auto, Hand-On, Bypass/Off)	MEASURED SPEED AT SETPOINT IF VFD IS STUCK IN 'HAND' MODE (Hz)	PUMP MOTOR NAMEPLATE EFFICIENCY (%; if known)	VFD PROGRAMMED PUMP LOADING MIN & MAX (%)
<i>Example</i>	8760	20	Chilled Water Pump	Hand	50	90%	50-80%

**F VALVE REPAIR - INCENTIVE CODE: 3675, 3676 PAGE 12**

VALVE #	VALVE SYSTEM TYPE (HEATING OR COOLING WATER)	CAPACITY OF HEATING/COOLING BOIL SERVED (MMBtu/hrs)	FAILED VALVE POSITION (IN % OPEN (100% = Fully Open))
<i>Example</i>	Heating	100 MBh	95%

**G TEMPERATURE SENSOR CALIBRATION - INCENTIVE CODE: 3674 PAGE 12**

SENSOR #	TYPE OF TEMP SENSOR CALIBRATED (SAT, IAT)	EXISTING TEMP SENSOR READING (°F)	CALIBRATED TEMP SENSOR READING (°F)	% OF BUILDING AFFECTED BY CALIBRATED TEMP SENSOR
<i>Example</i>	SAT	55	58	50%

**H SUPPLY AIR TEMPERATURE (SAT) RESET - INCENTIVE CODE: 3672, 3673 PAGE 12**

LOCATION #	OAT RESET RANGE - HEATING (°F)	EXISTING FACILITY SA HEATING TEMP SETPOINT (°F)	PROPOSED SA RESET HEATING TEMP RANGE: MAX-MIN (°F)	% OF BUILDING AFFECTED BY HEATING RESET	OAT RESET RANGE - COOLING (°F)	EXISTING FACILITY SA COOLING TEMP SETPOINT (°F)	PROPOSED SA RESET COOLING TEMP RANGE: MAX-MIN (°F)	# OF BUILDING AFFECTED BY COOLING RESET
<i>Example</i>	0-60	90	90-75	50%	60-90	55	65-55	50%



EQUIPMENT	% OF HEATING OR COOLING AFFECTED BY THE ADJUSTED SCHEDULE <i>(Do not include energy efficiency measures implemented under other incentive programs or applicable codes)</i>		% OF DEGREES OF TEMPERATURE SETBACK COMPARED TO OCCURRING OPERATION
	HEATING	COOLING	
<i>Example</i> AHU-1	50%	100	5°F

\*If a second schedule optimization measure is implemented, a second set of existing and proposed schedules must be completed and attached.

EXISTING SCHEDULES (Hours)	NORMAL WEEKDAY SCHEDULE		NORMAL WEEKEND SCHEDULE	
	HEATING SCHEDULE	COOLING SCHEDULE	HEATING SCHEDULE	COOLING SCHEDULE

**Instructions:** Leave cell blank if hour is a part of normal HVAC system operating hours. Mark an 'X' if hour is on a setback schedule.

<i>Example</i>	<i>Blank = Normal</i>	<i>Blank</i>	<i>X = Setback</i>	<i>X</i>
0				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				

274	275	276	277
ADD UP # OF 'X' FROM WEEKDAY HEATING SCHEDULE	ADD UP # OF 'X' FROM WEEKDAY COOLING SCHEDULE	ADD UP # OF 'X' FROM WEEKEND HEATING SCHEDULE	ADD UP # OF 'X' FROM WEEKEND COOLING SCHEDULE
0	0	0	0



WEEKDAY HEATING SCHEDULE HOURS (12:00-12:00)	NORMAL WEEKDAY SCHEDULE		NORMAL WEEKEND SCHEDULE	
	HEATING SCHEDULE	COOLING SCHEDULE	HEATING SCHEDULE	COOLING SCHEDULE

Instructions: Leave cell blank if hour is a part of normal HVAC system operating hours. Mark an 'X' if hour is on a setback schedule.

<i>Example</i>	<i>Blank</i>	<i>X</i>	<i>X</i>	<i>X</i>
0	X	X	X	X
1	X	X	X	X
2	X	X	X	X
3	X	X	X	X
4	X	X	X	X
5	X	X	X	X
6			X	X
7			X	X
8			X	X
9			X	X
10			X	X
11			X	X
12			X	X
13			X	X
14			X	X
15			X	X
16			X	X
17			X	X
18	X	X	X	X
19	X	X	X	X
20	X	X	X	X
21	X	X	X	X
22	X	X	X	X
23	X	X	X	X
	13.A ADD UP # OF 'X'S FROM WEEKDAY HEATING SCHEDULE	13.B ADD UP # OF 'X'S FROM WEEKDAY COOLING SCHEDULE	13.C ADD UP # OF 'X'S FROM WEEKEND HEATING SCHEDULE	13.D ADD UP # OF 'X'S FROM WEEKEND COOLING SCHEDULE
	12	12	24	24

	BASE WEEKDAY HEATING INCENTIVE	BASE WEEKDAY COOLING INCENTIVE	BASE WEEKEND HEATING INCENTIVE	BASE WEEKEND COOLING INCENTIVE
<i>Example</i>	\$60	\$20	\$24	\$8
3664, 3665, 3666, 3667	720	180	576	144

	14.A TOTAL WEEKDAY HEATING INCENTIVE = (13.A * \$60) + (BASE WEEKDAY HEATING INCENTIVE)	14.B TOTAL WEEKDAY COOLING INCENTIVE = (13.B * \$20) + (BASE WEEKDAY COOLING INCENTIVE)	14.C TOTAL WEEKEND HEATING INCENTIVE = (13.C * \$24) + (BASE WEEKEND HEATING INCENTIVE)	14.D TOTAL WEEKEND COOLING INCENTIVE = (13.D * \$8) + (BASE WEEKEND COOLING INCENTIVE)
	12	12	24	24

EQUIP #	BOILER INPUT (MBH)
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**NOTE:** When performing the Boiler Tune-Up measure, ensure that the before and after condition combustion efficiency test reports are submitted in addition to the EBTU application.

<i>Example</i>	100
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CHECKLIST	CLEAN BURNER UNITS & NOZZLES	CLEAN COMBUSTION CHAMBER	CLEAN BOILER TUBES	SEAL/RESEAL COMBUSTION CHAMBER	RECALIBRATE BOILER CONTROLS	COMBUSTION AIR INTAKE
<i>Example</i>	✓	✓	✓	✓	✓	✓

**Notes:**

EQUIP #	CHILLER UNIT CAPACITY (Tons)
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<i>Example</i>	80
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CHECKLIST	SYSTEM PRESSURE CHECK/ADJUSTMENT	FILTER INSPECTION/REPLACEMENT	BELT INSPECTION/REPLACEMENT	ECONOMIZER CONDITION CHECK AND REPAIR
<i>Example</i>	✓	✓	✓	✓

CONTACTOR CONDITIONS	EVAPORATOR CONDITIONS	COMPRESSOR AMP DRAW	SUPPLY MOTOR AMP DRAW	CONDENSER FAN AMP DRAW
✓	✓	✓	✓	✓

LIQUID LINE TEMPERATURE	SUB-COOLING AND SUPERHEAT TEMPERATURES	SUCTION PRESSURE AND TEMPERATURE	OIL LEVEL AND PRESSURE	LOW PRESSURE CONTROLS
✓	✓	✓	✓	✓

HIGH PRESSURE CONTROLS	CRANKCASE HEATER OPERATION	CONDENSER COIL CLEANING	CONDENSER TUBE CLEANING	EVAPORATOR TUBE CLEANING
✓	✓	✓	✓	✓

**Notes:**



# EXPRESS BUILDING TUNE-UP MEASURE DESCRIPTIONS

This section highlights all of the current EBTU offered measures, including detailed eligibility criteria for customers and EBTU Service Providers to review before deciding on which measures to implement in the customer's facility.

## A. CHILLER PLANT SETPOINT ADJUSTMENT

### Requirements:

- Not applicable for DX cooling systems.
- Not eligible if chiller systems already utilizes a chilled water reset control strategy **OR** chilled water setpoints are regularly adjusted.
- New Chiller Water Setpoint must be higher than existing.
- New Condenser Water Setpoint must be lower than existing.
- \*Incentive is for the efficient adjustment of chiller plant temperature setpoints. The base incentive rates are listed below.  
Total Incentive = Base Incentive Rate \* # of Tons \* Total number of degrees adjusted from existing setpoint
- Complete **Table A** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Chiller Plant, Chiller Water Setpoint Adjustment	3659	\$2.25+*	Ton/°F
Chiller Plant, Condenser Water Setpoint Adjustment	3660	\$1.75+*	Ton/°F

## B. HOT WATER SUPPLY RESET

### Requirements:

- Only eligible for non-condensing boilers.
- Boiler system must already have reset control capability in place but is either: Not using a reset strategy **OR** a new wider reset strategy can be applied which is deemed to make the boiler's operation more efficient.
- Boiler return water should be no more than 10°F above the manufacturers recommended minimum return temperature.
- The OAT sensor used to control the hot water reset strategy needs to be placed in an outdoor shaded location.
- Complete **Table B** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Hot Water Supply Reset	3662	\$75	Control

## C. OUTSIDE AIR INTAKE OPTIMIZATION

### Requirements:

- Outside Air intake levels cannot be set below code minimums for ventilation rates.
- This measure does not apply to buildings with normally varying OA intake levels.
- OA intake CFM levels must have the ability to be reduced from existing condition to be eligible.
- Incentive is based on the amount of reduced CFM.
- Complete **Table C** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Outside Air Intake Optimization	3663	\$0.20	CFM

## D. ECONOMIZER OPTIMIZATION

### Requirements:

- Economizer capability must already be present in an AHU but is either not currently operational **OR** can be expanded to include a wider range of OA temperatures.
- Complete **Table D** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Economizer Optimization	3661	\$8	Ton



## E1. VFD FAN MOTOR CONTROL RESTORATION

### Requirements:

- Not eligible if controlling VFD was originally incentivized through Focus on Energy.
- VFD must currently be operating in a 'bypass' mode or 'hand-on' mode and be able to switch back to 'automatic' control mode to be eligible.
- VFD must be left in 'automatic' mode after measure is performed and facility/maintenance staff should be informed accordingly.
- Process fan applications are not eligible.
- Complete **Table E1** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
VFD Fan Motor Control Restoration	3677	\$20	Motor HP

## E2. VFD PUMP MOTOR CONTROL RESTORATION

### Requirements:

- Not eligible if controlling VFD was originally incentivized through Focus on Energy.
- VFD must currently be operating in a 'bypass' mode or 'hand-on' mode and be able to switch back to 'automatic' control mode to be eligible.
- VFD must be left in 'automatic' mode after measure is performed and facility/maintenance staff should be informed accordingly.
- Process pump applications are not eligible.
- Complete **Table E2** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
VFD Pump Motor Control Restoration	3678	\$20	Motor HP

## F. VALVE REPAIR

### Requirements:

- Valve must be found to have failed/stuck open at 70% or more to be eligible.
- Valve can be used for hot or chilled water service.
- Valves supplying chilled water must have their supplied cooling coil capacities listed in Tons.
- Valves supplying heating water must have their supplied heating coil capacities listed in MBh.
- Complete **Table F** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Valve Repair, Chilled Water	3675	\$0.50	Ton
Valve Repair, Hot Water	3676	\$0.50	MBh

## G. TEMPERATURE SENSOR CALIBRATION

### Requirements:

- The measure applies to calibration of Supply Air Temperature or Indoor Air Temperature sensors only.
- Measure incentive does not apply to replacing completely broken sensors.
- Calibration must be performed with an external calibrated instrument by taking the average of three separate calibrated temperature readings within close proximity of the un-calibrated temperature sensor.
- Output signal of the sensor being calibrated must be directly linked as an input driving the buildings heating or cooling systems.
- Complete **Table G** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Temperature Sensor Calibration	3674	\$35	Sensor

## H. SUPPLY AIR TEMPERATURE RESET

### Requirements:

- Measure applies only to constant air volume (CAV) systems.
- Measure can be applied to both heating and cooling SAT reset control strategies.
- Measure applies to facilities with either no existing SAT reset control strategy in place **OR** optimization of an existing SAT control strategy to widen the operating OAT or heat/cool temperature ranges to operate more efficiently than existing case.
- OAT reset range must be  $\geq 20^{\circ}\text{F}$  for both heating and cooling.
- Incentive is based on  $^{\circ}\text{F}$  reduction or increase of existing temperature Setpoint for Heating and Cooling SAT reset measures respectively.
- Only fill out the **EBTU Supplemental Data Sheet** for the SAT schedule type being implemented (cooling, heating, or both).
- Incentive is based on the difference in the degrees of the implemented supply air temperature reset range.  
(Ex: Heating Supply Air Reset Range Max: Min is  $85^{\circ}\text{F}$ ;  $75^{\circ}\text{F}$ ; Incentive is  $\$35/^{\circ}\text{F} \times 10^{\circ}\text{F} = \$350$ .)
- Complete **Table H** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Heating SAT Reset	3672	\$35	Per $^{\circ}\text{F}$
Cooling SAT Reset	3673	\$40	Per $^{\circ}\text{F}$



**II. 14. SCHEDULE OPTIMIZATION**

**Requirements:**

- This is a simple temperature setback measure for scheduled unoccupied building times and **NOT** a reset or complete HVAC system shutdown measure.
- Facility must have a control system capable of hourly scheduled HVAC control already in place.
- User should enter existing and proposed weekly schedules highlighting the building's normal occupied times when the HVAC system will be operating normally. During noted unoccupied times the HVAC system will implement a simple temperature setback to save energy.
- Eligible for both heating and cooling schedules.
- If a second schedule optimization measure is implemented, a second set of existing and proposed schedules must be completed and attached.
- Square footage range for measure selection should be based on the amount of facility area that will be affected by this setback measure.
- Incentive is calculated based on the difference of hours of proposed weekly scheduled setback time as compared to existing schedule as indicated in the **EBTU Supplemental Data Sheet** fillable schedule forms. (Ex. Incentive for a 0-50,000 ft<sup>2</sup> space and a one hour addition of setback time as shown on the **EBTU Supplemental Data Sheet** for proposed weekday heating schedule vs the existing schedule = \$60)
- Facility weekly operational schedules must be consistent throughout the year to be eligible.
- Complete **Tables 11-14** of the **EBTU Supplemental Data Sheet** for this measure.

Measure Description	Code	Incentive	Unit
Weekday Heating Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3664	\$60	Setback Hr
Weekday Cooling Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3665	\$20	Setback Hr
Weekend Heating Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3666	\$24	Setback Hr
Weekend Cooling Schedule Optimization (0 - 50,000 ft <sup>2</sup> )	3667	\$8	Setback Hr
Weekday Heating Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3668	\$145	Setback Hr
Weekday Cooling Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3669	\$50	Setback Hr
Weekend Heating Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3670	\$58	Setback Hr
Weekend Cooling Schedule Optimization (50,000 - 100,000 ft <sup>2</sup> )	3671	\$20	Setback Hr

**J. BOILER TUNE-UP**

**Requirements:**

- The EBTU service provider must perform before and after combustion efficiency tests and submit copies of the reports which clearly show the before and after efficiencies along with the application.
- Complete **Table J** of the **EBTU Supplemental Data Sheet** for this measure.

**The following items must be checked/corrected as part of Boiler Tune-Up measure:**

- Clean burner units & nozzles
- Clean combustion chamber
- Clean boiler tubes
- Seal/reseal combustion chamber
- Recalibrate boiler controls
- Check combustion air intake to verify correct air-to-fuel ratio is being met during operation to achieve optimal combustion efficiency, correct if needed.

Measure Description	Code	Incentive	Unit
Boiler Tune-Up	2211	\$0.10	MBh

**K. CHILLER SYSTEM TUNE-UP**

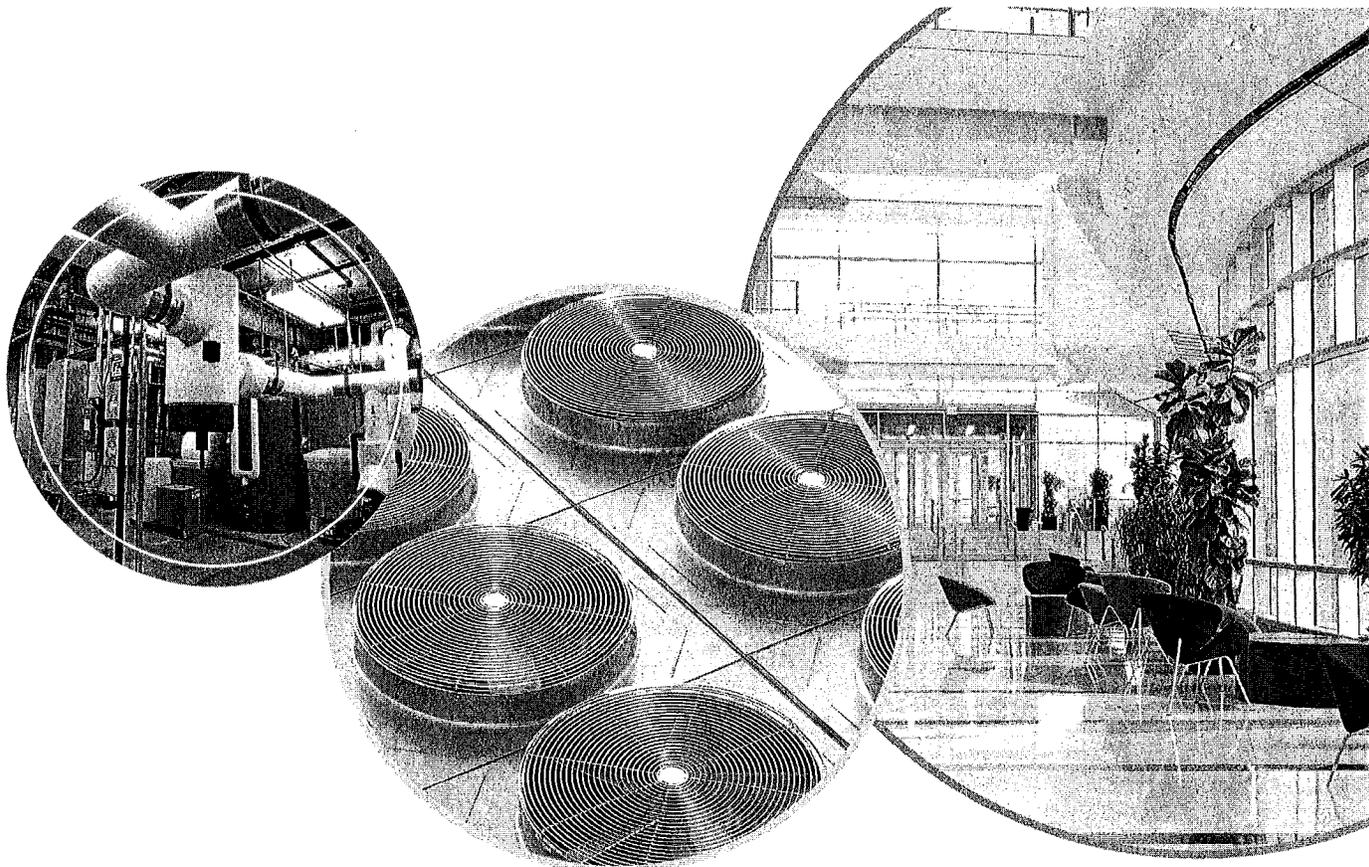
**Requirements:**

- Measure applies to air or water cooled chillers only. DX cooling systems are not eligible.
- Complete **Table K** of the **EBTU Supplemental Data Sheet** for this measure.

**The following items must be checked/corrected as part of Chiller System Tune-Up measure:**

- System pressure check/adjustment
- Filter inspection/replacement
- Belt inspection/replacement
- Economizer condition check and repair
- Contactor conditions
- Evaporator conditions
- Compressor amp draw
- Supply motor amp draw
- Condenser fan amp draw
- Liquid line temperature
- Sub-cooling and superheat temperatures
- Suction pressure and temperature
- Oil level and pressure
- Low pressure controls
- High pressure controls
- Crankcase heater operation
- Condenser coil cleaning
- Condenser tube cleaning
- Evaporator tube cleaning

Measure Description	Code	Incentive	Unit
Chiller System Tune-Up, Air Cooled, ≤500 Tons	2666	\$3	Ton
Chiller System Tune-Up, Air Cooled, >500 Tons	2667	\$3	Ton
Chiller System Tune-Up, Water Cooled, ≤500 Tons	2668	\$1.50	Ton
Chiller System Tune-Up, Water Cooled, >500 Tons	2669	\$1.50	Ton



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