

# Retrofit Program



The Retrofit Program is designed for commercial and industrial customers to help replace aging, inefficient equipment and systems with energy efficient technologies. The Retrofit Program provides a customer with incentives and technical services that will facilitate the installation of premium efficient equipment. Call your Program Administrator ("PA") to arrange a convenient time to perform an inspection of the existing equipment or systems.

## Prescriptive Retrofit Application & Instructions

### For Replacement of Operating Equipment

#### 1. Is your project eligible?

- Equipment shall be new and shall be installed in a commercial, industrial, institutional, educational, or municipal building within an electric Program Administrator's (PA's) service territory

#### 2. Is the equipment you intend to buy eligible?

- Product types listed in this form are eligible for prescriptive incentives. However, other measures not listed here may be eligible for custom incentives using the Custom Retrofit Application

#### 3. Pre-Approval requirements:

- Contact your Program Administrator before purchasing and installing the equipment
- To see if the energy efficient measure (EEM) qualifies for an incentive:
  - i. Review the Terms and Conditions governing the program, then submit a completed application form with an authorized signature
  - ii. Submit a copy of the Manufacturer's technical specification sheets ("cut sheets") for each type of eligible equipment to be purchased
  - iii. Once pre-approved, a "pre-approved incentive letter" will be issued

#### 4. Installation and incentive requirements:

- Once pre-approved, purchase and install the qualifying equipment within twelve (12) months of PA's pre-approval
- Return the required information to your Program Administrator within 30 days of the installation:
  - i. A copy of the completed and signed pre-approval application
  - ii. If there is a change in equipment, please submit a new manufacturer's technical specification sheets ("cut sheets") for each type of eligible equipment purchased
  - iii. A copy of your invoice indicating Proof of Purchase must indicate type, size, make, and model number of the equipment and date of purchase and installation
  - iv. At the post-installation verification, the customer is required to sign the post-installation customer acknowledgement section of the original application

#### Program details:

This incentive program covers applications created on or after January 1, 2011. Details of this Program, including incentive levels, are subject to change without prior notice. Contact your Program Administrator or sponsor for the latest program details.

Send application to address indicated below for customer's Electric Energy Efficiency Program Administrator.

### Electric Program Administrators



Cape Light Compact  
P.O. Box 427 SCH.  
Barnstable, MA 02630  
Tel: 1-800-797-6699  
[www.capelightcompact.org](http://www.capelightcompact.org)  
[efficiency@capelightcompact.org](mailto:efficiency@capelightcompact.org)



National Grid  
40 Sylvan Road  
Waltham, MA 02451-1120  
Tel: 1-800-787-1706  
[www.powerofaction.com/efficiency](http://www.powerofaction.com/efficiency)  
[efficiency@us.ngrid.com](mailto:efficiency@us.ngrid.com)



NSTAR  
One NSTAR Way, SW360  
Westwood, MA 02090  
Tel: 1-781-441-8592  
[www.nstar.com](http://www.nstar.com)  
[efficiency@nstar.com](mailto:efficiency@nstar.com)



Unitil  
285 John Fitch Highway  
Fitchburg, MA 01420  
Tel: 1-888-301-7700  
[www.unitil.com](http://www.unitil.com)  
[efficiency@unitil.com](mailto:efficiency@unitil.com)



Western Massachusetts  
Electric  
The Northeast Utilities System

Western Massachusetts Electric Company  
P.O. Box 2010  
West Springfield, MA 01090-2010  
Tel: 1-800-835-2707  
[www.wmeco.com](http://www.wmeco.com)  
[efficiency@wmeco.com](mailto:efficiency@wmeco.com)

### GAS Program Administrators



Columbia Gas of Massachusetts  
Tel: 1-800-232-0120  
[www.ColumbiaGasMA.com](http://www.ColumbiaGasMA.com)  
[efficiency@columbiagasma.com](mailto:efficiency@columbiagasma.com)



Berkshire Gas  
Tel: 1-800-944-3212  
[www.berkshireregas.com](http://www.berkshireregas.com)  
[efficiency@berkshireregas.com](mailto:efficiency@berkshireregas.com)



New England Gas Company  
Tel: 1-508-324-7811  
[www.negasco.com](http://www.negasco.com)  
[efficiency@sug.com](mailto:efficiency@sug.com)



National Grid  
Tel: 1-800-843-3636  
[www.powerofaction.com/efficiency](http://www.powerofaction.com/efficiency)  
[efficiency@us.ngrid.com](mailto:efficiency@us.ngrid.com)



NSTAR  
Tel: 1-781-441-8592  
[www.nstar.com](http://www.nstar.com)  
[efficiency@nstar.com](mailto:efficiency@nstar.com)



Unitil  
Tel: 1-888-301-7700  
[www.unitil.com](http://www.unitil.com)  
[efficiency@unitil.com](mailto:efficiency@unitil.com)

# 2011 Lighting – Systems & Controls

**Choose Program Administrator for Application**

- Cape Light Compact     National Grid     NSTAR  
 Unitil     Western Massachusetts Electric Company

**Customer Information**

**COMPANY NAME** \_\_\_\_\_ **APPLICATION DATE** \_\_\_\_\_  
**INSTALLATION SITE** \_\_\_\_\_ **PHONE NUMBER** \_\_\_\_\_  
**CONTACT PERSON** \_\_\_\_\_ **FAX NUMBER** \_\_\_\_\_  
**E-MAIL ADDRESS** \_\_\_\_\_ **SQ. FT.** (covered by this application) \_\_\_\_\_  
**STREET ADDRESS** \_\_\_\_\_ **CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **ZIP** \_\_\_\_\_  
**MAILING ADDRESS** (if different) \_\_\_\_\_ **CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **ZIP** \_\_\_\_\_  
**ELECTRIC COMPANY NAME** \_\_\_\_\_ **ELECTRIC ACCOUNT #** (or copy of electric bill) \_\_\_\_\_  
**GAS COMPANY NAME** \_\_\_\_\_ **GAS ACCOUNT #** (or copy of gas bill) \_\_\_\_\_  
**BUILDING TYPE:** (select one)    **TOTAL FACILITY SQ. FT.** \_\_\_\_\_  
 Assembly     Fast Food     Hotel     Multi Story Retail     Religious     Small Retail  
 Automobile     Full Service Restaurant     Large Refrigerated Space     Multifamily high-rise     K-12 Schools     University  
 Big Box     Grocery     Large Office     Multifamily low-rise     Small Office     Warehouse  
 Community College     Heavy Industrial     Light Industrial     Other \_\_\_\_\_  
 Dormitory     Hospital     Motel

**Payment Method**

**CHECK PAYABLE TO:**     Customer  
 Fill in data below     Vendor/Installer  
**TAX ID#** \_\_\_\_\_    **COMPANY TYPE:** Check one:     Incorporated,     Not Incorporated,     Exempt

**Vendor Information**

**VENDOR/INSTALLER** \_\_\_\_\_ **STREET ADDRESS** \_\_\_\_\_  
**CONTACT PERSON** \_\_\_\_\_ **CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **ZIP** \_\_\_\_\_  
**PHONE NUMBER** \_\_\_\_\_ **E-MAIL** \_\_\_\_\_

**Customer Acknowledgement**

**Pre-Installation** — I certify that all statements made in this application are correct to the best of my knowledge and that I have read and agree to the Terms and Conditions on the back of this form.    **ANTICIPATED COMPLETION DATE:** \_\_\_\_\_  
**AUTHORIZED SIGNATURE** \_\_\_\_\_ **NAME** (print) \_\_\_\_\_ **DATE** \_\_\_\_\_  
**Post-Installation** — I certify that I have seen the Energy Efficiency Measures that have been installed and I am satisfied with their installation.  
**AUTHORIZED SIGNATURE** \_\_\_\_\_ **NAME** (print) \_\_\_\_\_ **DATE** \_\_\_\_\_

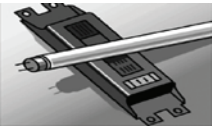
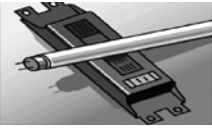

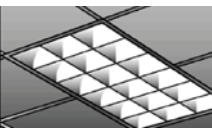

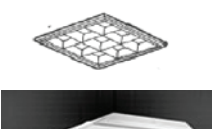

**For Program Administrators Only**

Required Inspections	Date	Inspector	Project Costs:	
Pre-Inspection:				
Post Inspection:			Labor \$:	
Approval	Date	Program Manager	Material \$:	
Pre-approved Incentive:				
Final Incentive:				

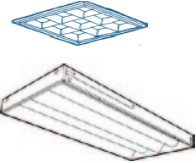
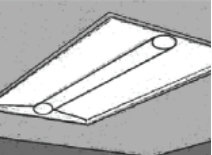
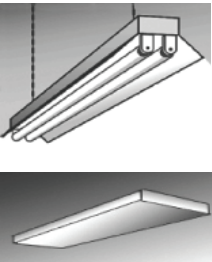

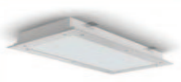

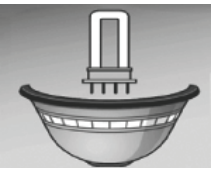
## Lighting Systems and Controls – Eligibility Requirements and Incentive Details

Please refer to the LIGHTING REFERENCE GUIDE for additional details on technical requirements. Facility lighting must average a minimum of 2,000 hours per year, except for Municipal Facilities who must contact their Program Administrator for more information on eligibility requirements. All Fluorescent Fixtures must have new T-8 or T5 lamps and new electronic ballasts. All Fluorescent Fixtures with High Performance (HP) T-8 lamps and ballasts must meet or exceed the Consortium for Energy Efficiency's (CEE) High Performance T-8 or Reduced Wattage T-8 specification. For detailed eligibility requirements and a list of qualifying lamps and ballasts, please log onto CEE's web site at [www.cee1.org](http://www.cee1.org).




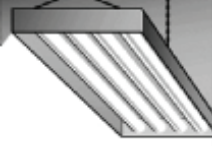
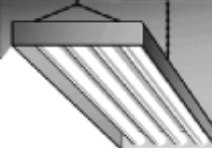
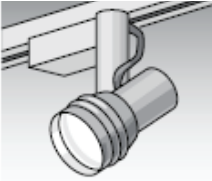

*If equipment has received an incentive through a residential offering, it is not eligible for commercial incentives.*

Table 1A: Lighting Systems Eligibility and Incentives					
Product Code	Measure Description	Per Fixture Incentive	Eligibility Criteria	Min Watts Saved	Image
<b>10 *</b>	Re-lamp/re-ballast of existing fixtures with new High Performance /Reduced Wattage (HP/RW) T-8 or T-5 lamps and HP/RW T-8 Electronic Ballasts	<b>\$15</b>	Re-lamp/re-ballast of existing fixtures with T-8 or T-5 lamps, each fixture is composed of a ballast and 1, 2, 3 or 4 lamps. Only one incentive may be counted per fixture. Multiple fixtures served by a single ballast are only eligible for one incentive. Consider using reduced wattage 25 and 28 T-8 CEE qualified lamps/ballasts.	<b>11</b>	
<b>12 *</b>	Re-lamp/re-ballast of existing fixtures with new High Performance /Reduced Wattage (HP/RW) T-8 or T-5 lamps and HP/RW T-8 Electronic Ballasts	<b>\$25</b>	Re-lamp/re-ballast of existing fixtures with <b>opportunity for increased savings for Measure Code 12 with increased watts saved of more than 23 watts.</b> Consider using reduced wattage 25 & 28 T-8 CEE qualified lamps/ballasts.	<b>23</b>	
<b>30A *</b>	High Efficiency 2 lamp Prismatic Lensed Fluorescent Fixtures – 2x2 or 2x4	<b>\$40</b>	Overall fixture efficiency must be $\geq$ : – 83% for 2x4 prismatic lensed fixture with two T-8 or T-5 lamps; – 75% for 2x2 prismatic lensed fixture with two T-8 or T-5 lamps (reduced wattage biax lamps are eligible- 28 watts).	<b>27</b>	
<b>30B *</b>	High Efficiency 2 lamp Parabolic Fluorescent Fixtures – 2x2 or 2x4	<b>\$45</b>	Overall fixture efficiency must be $\geq$ : – 80% for 2x4 fixture with parabolic louver (2" to 3" deep cells) with two T-8 or T5 lamps; – 80% for 2x2 fixture with parabolic louver (2" to 3" deep cells) with two T-8 or T5 lamps (reduced wattage biax lamps are eligible- 28 watts).	<b>27</b>	
<b>30C *</b>	High Efficiency up to 2 lamp Recessed Indirect/Direct Fluorescent Fixtures – 2x2 or 2x4	<b>\$45</b>	Overall fixture efficiency must be $\geq$ : – 75% for 2x4 recessed indirect/direct fixture with two T-8 or T-5 lamps; – 70% for 2x2 recessed indirect/direct fixture with two T-8, T-5, or T5HO lamps (reduced wattage biax lamps are eligible- 28 watts).	<b>27</b>	
<b>31 *</b>	High Efficiency 3 lamp Fluorescent Fixtures – 2x4	<b>\$35</b>	Overall fixture efficiency must be $\geq$ : – 83% for 2x4 prismatic lensed fixture with three T-8 or T-5 lamps; – 75% for 2x4 fixture with parabolic louver (2" to 3" deep cells) with three T-8 or T5 lamps; – 70% for 2x4 recessed indirect fixture with three T-8 or T-5 lamps; <b>Eligible fixtures are limited to 3 lamps with a low power ballast factor &lt; 0.80.</b>	<b>31</b>	 









**Table 1A: Lighting Systems Eligibility and Incentives**

Product Code	Measure Description	Per Fixture Incentive	Eligibility Criteria	Min Watts Saved	Image
32 *	High Efficiency Recessed Fluorescent 2 lamp Retrofit Kits – 2x2 and 2x4	\$45	Overall fixture efficiency must be $\geq$ : – 80% for 2x4 parabolic retrofit kit and advanced glare reducing diffuser retrofit kit with two T-8 or T-5 lamps; – 80% for 2x2 parabolic retrofit kit and advanced glare reducing diffuser retrofit kit with two T-8, T-5, or T5HO lamps (reduced wattage biax lamps are eligible- 28 watts).	27	
34 *	Advanced Recessed Fluorescent Fixtures 2x2, 1x4 or 2x4	\$50	Overall fixture efficiency must be $\geq$ : – 85% for 2x4 advanced glare reducing diffuser fixture with one or two T-8 or T-5 lamps, or one T5HO lamp; – 80% for 1x4 advanced glare reducing diffuser fixture with one or two T-8 or T-5 lamps, or one T5HO lamp. – 80% for 2x2 advanced glare reducing diffuser fixture with one or two T-8, T-5, T5HO lamps (reduced wattage biax lamps are eligible- 28 watts)	33	
41 *	Industrial/Commercial Fluorescent Fixtures – 4 ft. and 8 ft. Fixtures	\$45	Overall fixture efficiency must be $\geq$ : – 85% for Industrial Reflector fixture with T-8 or T-5 lamps (up to 20% up-light); – 83% for Commercial Grade Wraparound fixture with one or two T-8 or T-5 lamps. – 85% for reflector kits with specular or semi-specular reflectors Reflector Kits for Existing Fixtures includes 2'x2', and 2'x4' reflector troffer kits, 4' and 8' strip channel, and industrial reflector kits. Applies to fixtures installed at or less than 16 feet above the floor. Only one incentive may be counted per fixture. Eight foot and multiple fixtures served by a single ballast are only eligible for one incentive.	23	
43 *	Vapor Tight. Fluorescent Fixtures– 4 ft. and 8 ft. Fixtures	\$75	Overall fixture efficiency must be $\geq$ : – 70% for Vapor Tight fluorescent fixture with one or two T-8, T-5, T8HO, T5HO or 3-T-8 lamps. Typically installed in garage, warehouse, food prep and other industrial applications.	45	
44 *	Clean Room Rated Fluorescent Fixtures – 1x4 or 2x4	\$60	Overall fixture efficiency must be $\geq$ : – 75% for Clean Room fluorescent fixture with up to three T-8 or T-5 lamps. To be eligible for incentives, fixtures must be installed in a clean room rated environment.	27	
21	Compact Fluorescent Fixture	\$20	To be eligible for incentives, all fixtures must be hard-wired and have electronic ballasts with <33% THD. (Retrofit kits and screw-in adapters not eligible)	35	
23	Dimmable Compact Fluorescent Fixture	\$40	To be eligible for incentives, all fixtures must be hard-wired and have electronic ballasts with <33% THD. (Retrofit kits and screw-in adapters are not eligible)	35	

**Table 1A: Lighting Systems Eligibility and Incentives**

Product Code	Measure Description	Per Fixture Incentive	Eligibility Criteria	Min Watts Saved	Image
25	LED or LEC (Electroluminescence) Exit Fixtures	\$20	All materials and assembled units shall comply with all applicable codes and standards including (but not limited to) Federal/State/Local building, fire, and electrical codes, and may require designated egress lighting to comply with such codes. Exit sign retrofit kits are not eligible.	15	
51	Pulse Start Metal Halide Lamp and Electronic Ballast Kits	\$70	All kits must include a new matched Pulse Start Metal Halide Lamp and Electronic Ballast installed per manufacturer's specifications and applicable codes. Indoor and Outdoor fixtures are eligible.	50	
52	Pulse Start Metal Halide Fixture with Electronic Ballast	\$85	Only New Metal Halide Pulse Start fixtures with Electronic Ballasts are eligible. Retrofit of existing metal halide fixture of less than 200 watts with new fixture is not eligible. Indoor and Outdoor fixtures are eligible.	64	
56 *	High Intensity Fluorescent Fixtures (HIF) for High and Low Bay Applications (less than or equal to 207W)	\$90	Minimum wattage is 104 Watts and Maximum wattage is 207 Watts. Minimum fixture efficiency must exceed 80%. Recommended mounting height > 16 feet above the floor. High Intensity Fluorescent fixtures incorporate a number of lamp technologies that include T-8, T-5, T5HO and compact fluorescent. <b>Low power ballasts are not eligible.</b>	70	
57 *	High Intensity Fluorescent Fixtures (HIF) for High and Low Bay Applications (greater than 207W)	\$150	Minimum wattage is greater than 207 Watts. Minimum fixture efficiency must exceed 80%. Recommended mounting height > 20 feet above the floor. High Intensity Fluorescent Fixtures incorporate a number of lamp technologies that include T-8, T-5, T5HO and compact fluorescent. <b>Low power ballasts are not eligible.</b>	95	
70	Metal Halide Specialty Lighting Hard Wired Fixtures with Electronic Ballast	\$75	Metal Halide Specialty Fixtures maybe track, recessed or surface mounted and used for high quality display type lighting. Must be approved by UL or similar agency.	55	
71	Integral Metal Halide PAR Replacement Lamp	\$20	Install an Integral Metal Halide PAR replacement lamps, not to exceed 25W PAR38 lamp or similar.	27	


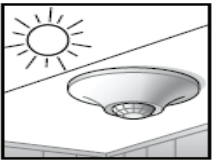
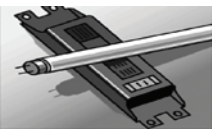




**Table 1A: Lighting Systems Eligibility and Incentives**

Product Code	Measure Description	Per Fixture Incentive	Eligibility Criteria	Min Watts Saved	Image
80	LED Downlight Fixtures – Hard Wired or GU-24 base	\$60	This incentive only applies to hardwired or GU-24 base LED fixtures rated as a Commercial LED product by Energy Star. (for more information see <a href="http://www.energystar.gov">www.energystar.gov</a> ).	25	
81A	Integral LED Directional Replacement Lamps – MR16, PAR16 and PAR20	\$20	Eligible LED Directional Integral replacement lamps for these reflector styles: MR16, PAR16 and PAR20. Eligible lamps are required to be listed by Energy Star or Mass Save Interim LED Pre-Qualified list (for more information see <a href="http://www.energystar.gov">www.energystar.gov</a> or <a href="http://www.masssave.com/business">www.masssave.com/business</a> ).	12	 
81B	Integral LED Directional Replacement Lamps – PAR30, PAR38 & Screw Base LED Down Light Retrofit Kits.	\$40	Eligible LED Directional Integral replacement lamps for these reflector styles: PAR30S, PAR30L and PAR38. <b>Also Eligible Screw Base LED Down Light Retrofit Kits.</b> Eligible lamps are required to be listed by Energy Star or Mass Save Interim LED Pre-Qualified list (for more information see <a href="http://www.energystar.gov">www.energystar.gov</a> or <a href="http://www.masssave.com/business">www.masssave.com/business</a> ).	25	 
82A	LED Cooler , Freezer Case or Refrigerated Shelving Fixtures – 3’ & 4’ Fixture	\$40	Eligible LED Cooler and Freezer Case fixtures are required to be listed by Mass Save Interim LED Pre-Qualified list or Design Lights Consortium (for more information see <a href="http://www.masssave.com/business">www.masssave.com/business</a> or <a href="http://www.designlights.org">www.designlights.org</a> ). <b>Please specify quantity of end and/or center mount fixtures.</b>	14	
82B	LED Cooler , Freezer Case or Refrigerated Shelving Fixtures – 5’ & 6’ Fixture	\$60	Eligible LED Cooler and Freezer Case fixtures are required to be listed by Mass Save Interim LED Pre-Qualified list or Design Lights Consortium (for more information see <a href="http://www.masssave.com/business">www.masssave.com/business</a> or <a href="http://www.designlights.org">www.designlights.org</a> ). <b>Please specify quantity of end and/or center mount fixtures.</b>	23	
83	LED Low Bay Fixtures – Garage and Canopy Fixtures	\$200	Eligible LED Low Bay fixtures are required to be installed in <b>8,760 hour</b> applications and be listed by Mass Save Interim LED Pre-Qualified list or Design Lights Consortium (for more information see <a href="http://www.masssave.com/business">www.masssave.com/business</a> or <a href="http://www.designlights.org">www.designlights.org</a> ).	60	

**\* Note: 4ft straight tube T-8 lamps and ballasts must meet the Consortium for Energy Efficiency’s High Performance / Reduced Wattage (HP/RW) T-8 specifications. For eligibility requirements and a list of eligible lamps and ballasts, log onto CEE’s web site at [www.cee1.org](http://www.cee1.org).**

**Note:** 2ft and 3ft, T-8 lamps must have a minimum efficacy of 75 mean lumens per watt, a CRI greater than 80 and an average rated life of 24,000 hours at 3 hours per start.  
 4ft – 30 watt U-bent T-8 lamps must have a minimum efficacy of 79 mean lumens per watt, a CRI greater than 80 and an average rated life of 18,000 hours at 3 hours per start.  
 2ft, 3ft and 4ft 30 watt U-bent T-8 ballasts must meet the CEE’s High Performance T-8 Ballast Specifications.  
 2ft – reduced wattage biax lamps must have a minimum efficacy of 94 mean lumens per watt, a CRI greater than 80 and an average rated life of 20,000 hours at 3 hours per start.  
 Ballasts must meet the CEE’s High Performance T-8 Ballast Specifications.

**Table 1B: Lighting Controls Eligibility and Incentives**

Measure Code	Measure Description	Per Control Incentive	Eligibility Criteria	Min Controlled Wattage	Image
61	Remote Mounted Occupancy Sensor	\$85	Comply with manufacturer's coverage recommendations. Ceiling mounted control. No manual "ON" overrides	110	
62	Daylight Dimming System (DDS-FL)	\$30 (per fixture)	Must have continuous dimming or adjust to a minimum of 4 levels. Typical lamping is either a 30 watt or 32 watt T-8 lamp.	53 (per fixture)	
63	Occupancy Controlled Step-Dimming System	\$30 (per fixture)	Ballast must be automatically controlled based on occupancy. Power consumption in low mode must not exceed 60%.	53 (per fixture)	
64A	Wall Mounted Occupancy Sensors	\$35	Occupancy Sensors must operate as <b>Automatic ON and OFF</b> . Sensors are wall mounted devices only. Not eligible if installed in restrooms, locker rooms, stairwells or rooms of greater than 250 square feet	51	
64B	Wall Mounted Vacancy Occupancy Sensors	\$40	Vacancy Sensors must operate as <b>Manual ON, Automatic OFF</b> . Sensors are wall mounted devices only. Not eligible if installed in restrooms, locker rooms, stairwells or rooms of greater than 250 square feet	51	
65	Photocell Sensors (lighting systems on 24/7)	\$70	Photocell control for lighting systems that operate on 24 hours a day, 7 days a week (8,760 hours annually)	70	
68	High Bay Fluorescent (HIF) Occupancy Control Systems	\$40 (per fixture)	Ballasts must be automatically controlled based on occupancy. Systems with manual "ON" or override switches are not eligible. Sensors may be remote mounted or mounted on individual fixtures	110 (per fixture)	

**Table 1C: Retrofit Lighting Systems Inventory Worksheet**

**Building and Room Identification (Installation Site):** \_\_\_\_\_

Line Item	Location	Existing/Proposed	Measure Code (Table 1A)	Device Code	Watts per Fixture (Watts per Device)*	Annual Hours of Operation*	Minimum Watts Saved	kWh Savings	Device Quantity (a)	Unit Incentive \$ (b)	Total Incentive \$ (a) x (b)
Ex	Room 202, first floor	Existing	—	3F40SEE	90	—	—		8		
		Proposed	12	2F32EEE	53	3100	37		8	\$25	\$200
		Existing	—								
		Proposed									
		Existing	—								
		Proposed									
		Existing	—								
		Proposed									
		Existing	—								
		Proposed									
		Existing	—								
		Proposed									
		Existing	—								
		Proposed									
		Existing	—								
		Proposed									
<b>Total Requested Incentive (this page) \$</b>											

\* Facility lighting must average a minimum of 2,000 hours per year, except for Municipal Facilities who must contact their Program Administrator for more information on eligibility requirements.

**Table 1D: Retrofit Lighting Control Inventory Worksheet**

**Building and Room Identification (Installation Site):** \_\_\_\_\_

Line Item	Measure Code (Table 1B)	Device Description/Location	Quantity of Controls (or ballast for Codes 62, 63 & 68) (A)	Minimum Required Connected Watts per Control (B)	Device Code	Quantity of Devices Controlled (C)	Watts Per Device (D)	Annual Hours of Reduction	Minimum Connected Watts Verification		Wattage Test (Actual > Required, Y or N)	Unit Incentive \$ (E)	Total Incentive \$ (A) x (E)
									Required (A x B)	Actual (C x D)			
Ex.	61	Remote-Mounted Occ Sens. (OS) Building 5, Room 202	2	110	2F32EEE	10	53	1200	220	530	Y	\$85	\$170
<b>Total Requested Incentive (this page) \$</b>													

## 1. Incentives

Subject to these Terms & Conditions, the Program Administrator will pay Incentives to Customer for the installation of EEMs.

## 2. Definitions

- (a) "Customer" means the customer maintaining an account for service with the Program Administrator, or in the case of a Program Administrator which is a municipal aggregator, maintains an account for service with the distribution company serving the territory of such Program Administrator, and who satisfies the Program eligibility requirements established by the Program Administrator.
- (b) "EEMs" are those energy efficiency measures described in the Program Materials or other Custom Measures that may be approved by the Program Administrator.
- (c) "Facility" means the Customer location served by the Program Administrator where EEMs are to be installed.
- (d) "Incentives" means those payments made by the Program Administrator to Customers pursuant to the Program and these Terms and Conditions.
- (e) "Program" means the energy efficiency program offered by the Program Administrator to Customers.
- (f) "Program Administrator" means Berkshire Gas Company, or Cape Light Compact, or Columbia Gas of Massachusetts, or National Grid, or New England Gas Company, or NSTAR Electric & Gas Corporation, or Unitil, or Western Massachusetts Electric Company, as applicable.
- (g) "Program Materials" means the documents and information provided by the Program Administrator specifying the qualifying EEMs, technology requirements, costs and other Program requirements, which include, without limitation, program guidelines and requirements, application forms and approval letters.

## 3. Application Process and Requirement For Program Administrator Approval

- (a) The Customer shall submit a completed application in the form specified by the Program Administrator. In addition, at the Program Administrator's discretion, the Customer may be required to provide the Program Administrator with a copy of the detailed specifications and scope of work, as well as an analysis of the savings and/or demand reduction, for the EEMs proposed for approval. Customer will upon request by the Program Administrator provide a copy of the as-built drawings and equipment submittals for the Facility after EEMs are installed. This analysis shall be prepared by a Professional Engineer licensed in the state where the Facility is located to the extent required by the Program Administrator or by applicable law, regulation or code.
- (b) The Program Administrator will review the Customer's application and supporting documentation to determine the energy savings and demand reduction potential. The Program Administrator reserves the right to reject or modify any calculations, based on the Program Administrator's own analysis.
- (c) The Program Administrator is not obligated to pay any Incentives unless the authorized representative of the Program Administrator issues an approval letter regarding the EEMs proposed by the Customer, and any necessary pre- and post- installation verification activity is successfully completed by the Program Administrator. The Program Administrator's approval letter shall state the maximum approved Incentive amount and the date by which the EEMs must be fully installed and operational to qualify for Incentive payments. The Program Administrator may also require the Customer to execute additional agreements, or provide other documentation regarding the proposed EEM installation and Incentive payment(s).
- (d) The Customer will have no right to receive, and the Program Administrator will have no obligation to pay, Incentives for any EEMs that have not been approved in writing in advance by the Program Administrator, unless the Program Materials state that such prior approval is not required. Further, the Program Administrator is not obligated to pay Incentives for projects which were pre-approved but are determined to not comply with Program requirements after installation is complete.
- (e) The Program Administrator reserves the right to approve or disapprove of any application or proposed EEMs.

## 4. Pre- and Post-Installation Verification

The Program Administrator is not obligated to pay any Incentives until the Program Administrator has performed a satisfactory pre-installation inspection (unless the Program Materials state such pre-inspection is not required) and post-installation verification of the installation. If the Program Administrator determines that any EEMs were not installed in accordance with these Terms and Conditions, the Program Materials and the Program Administrator's approval, the Program Administrator shall have the right to require modifications before having the obligation to make any Incentive payments. At its discretion the Program Administrator may also withhold payment of Incentives until it has been verified that the Customer has received, as appropriate, final drawings, operation and maintenance manuals, and operator training, and the Program Administrator has received documentation detailing the installation of the EEMs in accordance with these Terms and Conditions, the Program Materials and the Program Administrator's approval.

## 5. Monitoring and Inspection

The Program Administrator reserves the right to perform monitoring and inspection of the EEMs for a three year period following completion of the installation in order to determine the actual demand reduction and energy savings.

As a condition of receiving an Incentive, the Customer agrees to provide access and information to the Program Administrator and cooperate with the Program Administrator regarding such activity. By participating in the Program, the Customer acknowledges and agrees that no activity by the Program Administrator includes any kind of safety, code or other compliance review.

## 6. Site-Specific Custom Measures

The Program Administrator will only approve of those site-specific custom EEMs that the Program Administrator believes have cost-effective energy savings potential. In any case, the Program Administrator reserves the right to approve or disapprove of any such EEMs proposed by Customer.

## 7. Incentive Amounts

- (a) The Program Administrator reserves the right to adjust and/or negotiate the Incentive amount.
- (b) Once an Incentive amount is pre-approved, the Program Administrator will pay no more than the cost to the Customer of purchasing and installing the EEM, or the pre-approved Incentive amount, whichever is less.
- (c) The Program Administrator reserves the right to reduce or eliminate the Incentive amount if (1) the quantity and/or qualifying costs of EEMs actually installed differs from the pre-approved amounts, or (2) the EEMs were not installed in accordance with these Terms and Conditions, the Program Materials or the Program Administrator's approval, or which have not been properly maintained, have been altered or disconnected, or in the event of a shutdown or significant reduction of operations at facility where the EEMs are located. In addition, Customer shall be obligated to refund such Incentive amounts paid by the Program Administrator where the projected energy savings have not been achieved as a result of the foregoing circumstances.

## 8. Equipment and Installation

Customer shall be responsible for ensuring that the EEMs are installed and operated in accordance with applicable laws, regulations and codes and that all applicable permits and inspections are obtained. Customer shall provide the Program Administrator with copies of all invoices and related documents (including all materials, labor, and equipment discounts) relating to the purchase and installation of the EEMs. The itemized invoices shall include detail of all EEMs including the model, quantity and cost for each EEM, and shall identify any applicable discounts or Incentives. The Customer shall provide detail on the installation location of the EEMs in the format specified by the Program Administrator, and such other documentation and information as the Program Administrator may request, including, without limitation, copies of permits and contractor and supplier invoices, orders and records. The Program Administrator reserves the right to determine in its reasonable discretion the appropriate costs of EEMs in order to calculate the Incentive amount.

## 9. Installation Schedule Requirements

If the Customer does not complete installation of the approved EEMs within the earlier of the completion date specified in the Program Administrator's approval letter or twelve (12) months from the date the Program Administrator issues pre-approval of the EEM project, the Program Administrator may terminate any obligation to make Incentive payments.

## 10. Incentive Payment Conditions

Provided that the Customer has satisfied its obligations, the Program Administrator shall use commercially reasonable efforts to pay each Incentive amount to the Customer within forty-five (45) days after all of the following conditions are met: (1) Program Administrator's approval of the EEM project has been provided; (2) all applicable permits, licenses and inspections have been obtained by the Customer; (3) installation of the EEMs has been completed in accordance with the requirements hereof; and (4) the Program Administrator has verified all product and installation costs and the satisfactory installation of the EEMs, all in accordance with the terms hereof. Customer shall not assign any of its rights or obligations referenced in these Terms and Conditions or in the Program Materials (including, without limitation, the right to receive Incentive payments) without first obtaining the written consent of the Program Administrator.

## 11. Contractor Shared Savings Arrangements

If EEMs are being installed by a contractor under a shared savings arrangement, the Program Administrator reserves the right to determine the cost of purchasing and installing the EEMs.

**12. Maintenance of EEMs**

Customer acknowledges and agrees that Customer shall operate and maintain the EEMs in accordance with the manufacturer's recommendations and the terms hereof, and shall replace consumable parts and other components with comparable or superior efficient products at the Customer's expense.

**13. Program/Terms and Conditions Changes**

Program expenditures, requirements and eligibility, and these Terms & Conditions, may be changed by the Program Administrator at any time without notice. The Program Administrator reserves the right, for any reason, to withhold approval of projects and any EEMs, and to cancel or alter the Program, at any time without notice. Approved applications will be processed under the Terms and Conditions and Program Materials in effect at the time of the pre-approval by the Program Administrator.

**14. Publicity of Customer Participation**

The Customer grants to the Program Administrator the right to use and reference for promotional and regulatory purposes the Customer's participation in the Program, the details of the EEM project and the energy savings, the amount of Incentives paid to the Customer, and any other information relating to the Customer's participation in the Program.

**15. Indemnification and Limitation of the Program Administrator's Liability**

Customer shall indemnify, defend and hold harmless Program Administrator, its affiliates and their respective contractors, officers, directors, employees, agents, representatives from and against any and all claims, damages, losses and expenses, including reasonable attorneys' fees and costs incurred to enforce this indemnity, arising out of, resulting from, or related to the Program or the performance of any services or other work in connection with the Program ("Damages"), caused or alleged to be caused in whole or in part by any actual or alleged act or omission of the Customer, any subcontractor, agent, or third party, or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.

To the fullest extent allowed by law, the Program Administrator's aggregate liability, regardless of the number of claims, shall be limited to paying approved Incentives in accordance with these Terms and Conditions and the Program Materials, and the Program Administrator and its affiliates and their respective contractors, officers, directors, employees, agents, representatives shall not be liable to the Customer or any other party for any other obligation. To the fullest extent allowed by law and as part of the consideration for participation in the Program, the Customer waives and releases the Program Administrator and its affiliates from all obligations (other than payment of an Incentive), and for any liability or claim associated with the EEMs, the performance of the EEMs, the Program, or these Terms and Conditions.

**16. No Warranties or Representations by the Program Administrator**

- (a) THE Program Administrator DOES NOT ENDORSE, GUARANTEE, OR WARRANT ANY CONTRACTOR, MANUFACTURER OR PRODUCT, AND THE Program Administrator MAKES NO WARRANTIES OR GUARANTEES IN CONNECTION WITH ANY PROJECT, OR ANY SERVICES PERFORMED IN CONNECTION HEREWIT OR THEREWITH, WHETHER STATUTORY, ORAL, WRITTEN, EXPRESS, OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THIS DISCLAIMER SHALL SURVIVE ANY CANCELLATION, COMPLETION, TERMINATION OR EXPIRATION OF THE CUSTOMER'S PARTICIPATION IN THE PROGRAM. CUSTOMER ACKNOWLEDGES AND AGREES THAT ANY WARRANTIES PROVIDED BY ORIGINAL MANUFACTURERS', LICENSORS', OR PROVIDERS' OF MATERIAL, EQUIPMENT, OR OTHER ITEMS PROVIDED OR USED IN CONNECTION WITH THE PROGRAM UNDER THESE TERMS AND CONDITIONS, INCLUDING ITEMS INCORPORATED IN THE PROGRAM, ("THIRD PARTY WARRANTIES") ARE NOT TO BE CONSIDERED WARRANTIES OF THE Program Administrator AND THE Program Administrator MAKES NO REPRESENTATIONS, GUARANTEES, OR WARRANTIES AS TO THE APPLICABILITY OR ENFORCEABILITY OF ANY SUCH THIRD PARTY WARRANTIES. THE TERMS OF THIS SECTION SHALL GOVERN OVER ANY CONTRARY VERBAL STATEMENTS OR LANGUAGE APPEARING IN ANY Program Administrator's OTHER DOCUMENTS.
- (b) Neither the Program Administrator nor any of its employees or contractors is responsible for determining that the design, engineering or installation of the EEMs is proper or complies with any particular laws, codes, or industry standards. The Program Administrator does not make any representations of any kind regarding the benefits or energy savings to be achieved by the EEMs or the adequacy or safety of the EEMs.
- (c) Customer acknowledges and agrees that it is solely responsible (directly-based on its own judgment or indirectly-based on the advice of an independent expert (not the Program Administrator) for all aspects of the EEMs and related work including, but not limited to: selecting the equipment; selecting contractors to perform the work; inspecting the work and the equipment; ensuring that the equipment is in good working order and condition; ensuring that the equipment is of the manufacture, design specifications, size and capacity selected by the Customer and that the same is properly installed and suitable for Customer's purposes; and determining if work was properly performed.
- (d) Customer agrees and acknowledges that Program Administrator is not a manufacturer of, or regularly engaged in the sale or distribution of, or an expert with regard to, any equipment or work.
- (e) The provisions of this Section 16 shall survive the termination, cancellation or completion of the Customer's participation in the Program.

**17. Equipment and Contractor Selection and Contracting**

Customer is responsible for selecting and purchasing the EEMs and selecting and contracting with the design and installation contractor(s). The Customer shall be responsible for enforcing all such contracts and for assuring that the EEMs meet Program requirements and applicable laws, regulations and codes, and that the contractor(s) are properly qualified, licensed and insured. Notwithstanding the foregoing, the Customer acknowledges that the Program Administrator reserves the right to deny a vendor or contractor to participate in this Program or provide equipment or services. The Program Administrator also has the right to exclude certain equipment from the Program.

**18. Removal of Equipment**

The Customer agrees, as a condition of participation in the Program to properly remove and dispose of or recycle the equipment, lamps and components in accordance with all applicable laws, and regulations and codes. The Customer agrees not to re-install any of removed equipment in the Commonwealth of Massachusetts or the service territory of any affiliate of the Program Administrator, and assumes all risk and liability associated with the reuse and disposal thereof.

**19. Energy Benefits**

Other than the energy cost savings realized by Customer, the Program Administrator is entitled to 100% of the benefits and rights associated with the EEMs, including without limitation ISO-NE products and all other attributes, credits or products associated therewith under any regional initiative or federal, state or local law, program or regulation or program, and Customer waives, and agrees not to seek, any right to the same.

**20. Customer Must Declare and Pay All Taxes**

The benefits conferred upon the Customer through participation in this Program may be taxable by the federal, state, and local government. The Customer is responsible for declaring and paying all such taxes. The Program Administrator is not responsible for the payment of any such taxes.

**21. Counterpart Execution; Scanned Copy.**

Any and all agreements and documents requiring signature related hereto may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument. A scanned or electronically reproduced copy or image of such agreements and documents bearing the signatures of the parties shall be deemed an original and may be introduced or submitted in any action or proceeding as competent evidence of the execution, terms and existence of such agreements and documents notwithstanding the failure or inability to produce or tender an original, executed counterpart of the same and without the requirement that the unavailability of such original, executed counterpart of the same first be proven.

**22. Miscellaneous**

- (a) Paragraph headings are for the convenience of the parties only and are not to be construed as part of these Terms and Conditions.
- (b) If any provision of these Terms and Conditions is deemed invalid by any court or administrative body having jurisdiction, such ruling shall not invalidate any other provision, and the remaining provisions shall remain in full force and effect in accordance with their terms.
- (c) These Terms and Conditions shall be interpreted and enforced according to the laws of the Commonwealth of Massachusetts.
- (d) In the event of any conflict or inconsistency between these Terms and Conditions and any Program Materials, these Terms and Conditions shall be controlling.
- (e) Except as expressly provided herein, there shall be no modification or amendment to these Terms and Conditions or the Program Materials unless such modification or amendment is in writing and signed by a duly authorized officer of the Program Administrator.
- (f) The provisions of Sections 5, 7, 8, 9, 11, 13, 15, 16, 18, 19, 20, and 21 (including any other sections herein that specifies by its terms that it survives termination) shall survive the termination or expiration of the Customer's participation in the Program.