GUIDELINES & REQUEST FOR APPLICATIONS

PROGRAM YEAR 2015-2016: DOUBLE-UP NATURAL GAS

PUBLIC SECTOR NATURAL GAS

BOILER SYSTEM EFFICIENCY PROGRAM

FOR

LOCAL GOVERNMENTS, MUNICIPAL CORPORATIONS,
PUBLIC SCHOOL DISTRICTS, COMMUNITY COLLEGES,
PUBLIC UNIVERSITIES, STATE/FEDERAL FACILITIES

START DATE: JUNE 15, 2015

END DATE: MAY 6, 2016
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SECTION 1. GENERAL INFORMATION

1.1 Purpose. The Illinois Department of Commerce and Economic Opportunity (the “Department of Commerce”) administers the Illinois Energy Now (“IEN”) portfolio of programs to implement cost-effective energy efficiency measures that help meet annual energy savings targets. Implementing such measures will also enhance economic development in the state of Illinois through job creation and business development.

The Public Sector Natural Gas Boiler System Efficiency Program (“Boiler Program”) will provide natural gas savings through improvement in boiler efficiency and, when needed, through mechanical (pipe) insulation and steam trap repair or replacement, boiler reset controls and Parallel Positioning Control (PPC) system (also called “Linkage Less” or “Fuel Air Ratio”). Applications under the Boiler program will be accepted from June 15, 2015 through May 6, 2016.

The Boiler Program will, to the extent funds are available, provide incentives for projects that increase the energy efficiency of local governments, municipal corporations, public school districts, community college districts, public universities, and state/federal facilities located in the service territories of Ameren Illinois (“Ameren”), Nicor Gas (“Nicor”), Peoples Gas (“Peoples”), and/or North Shore Gas (“North Shore”).

The Boiler Program provides cash incentive to encourage the owners of Natural Gas Boilers to invest in a Boiler Tune-Up conducted by a qualified contractor. The Tune-Up should result on average, in a 6 to 10% efficiency gain in the operation of the boiler resulting in payback periods in most cases of less than 6 months. While conducting the Boiler Tune-Up, the program encourages the contractors to look for further energy savings opportunities within the boiler system. Mechanical (pipe) insulation repair/installment, steam trap repair/replacements, boiler reset controls and Parallel Positioning Control (PPC) system (also called “Linkage Less” or “Fuel Air Ratio”) qualify for incentives under this program offering. Other energy saving measures (not covered under this program offering), can also be identified by the contractors and incentives for these measures can be applied for separately through the Department of Commerce and Economic Opportunity’s Standard or Custom programs.

1.2 Authority and Funding. The Department of Commerce is authorized by the Energy Efficiency Section of the Public Utilities Act (220 ILCS 5/8-103) and (220 ILCS 5/8-104) to administer a portion of the Illinois Energy Efficiency Portfolio (“EEP”). The statute provides funding for the EEP and sets certain statutory requirements to meet incremental annual energy savings goals; procure a minimum percent of the portfolio from local governments, municipal corporations, public school districts, and community college districts; and target low income households proportionate to their share of annual utility revenues. The Public Sector Program is one component of the Department of Commerce’s total portfolio of measures to meet its obligations under the Act. Funding levels are determined each year by the Department of Commerce under a plan submitted to the Illinois Commerce Commission. The Department of
Commerce reserves the right to limit the total amount of funding for program incentives in any given fiscal year.

The Department of Commerce is authorized by the Energy Conservation and Coal Development Act (20 ILCS 1105/3) to administer for the State any energy program and activities under federal law, regulations or guidelines, and to coordinate such programs and activities with other State agencies, units of local government, and educational institutions; and to cooperate with state colleges and universities and their governing boards in energy programs and activities.

1.3 **Definitions.** The terms used in this document have the meanings set forth below. Words and terms not defined here, if defined in the Environmental Protection Act (415 ILCS 5), will have the meanings as defined therein.

“Act” means the Public Utilities Act.

“Applicant” means one of the following public entities, (i) a unit of local government, (ii) a municipal corporation, (iii) public school district, (iv) public community college district, (v) public universities, or (vi) state/federal facilities:

- Proposing a natural gas energy efficiency project under this Boiler Program in Illinois that receives natural gas delivery service from Ameren, Nicor, Peoples, or North Shore distribution regardless of the retail natural gas supplier, or a private entity proposing an energy efficiency project in which one of the public entities above leases the facility where the project is installed and is responsible for paying for the natural gas delivery service from Ameren, Nicor, Peoples, or North Shore regardless of the retail gas supplier.

“Application” means a request for program funds by submitting the required information on the Department of Commerce’s approved forms and attachments as prescribed in these guidelines.

“Boiler Reset Controls” means an automatic control capable of resetting the boiler supply water temperature in an inverse linear fashion with outdoor air temperature. Boiler lockout temperatures should be set to 55°F at this time as well, to turn the boiler off when the temperature goes above a certain set-point.

“Boiler Tune-Up” means maintenance work performed by a professional contractor to enhance performance, safety and efficiency of a Natural Gas Boiler.

“Energy Efficiency” means measures that reduce the amount of electricity (kilowatt-hours) and/or natural gas (therms) required to achieve a given end use.

“Entity” means any applicant submitting an application to the Department of Commerce.
“Final Application” means an application that is submitted after project completion that reflects the actual measures and equipment installed. It is used to determine the incentives paid.

“Incentive” means a rebate issued under this program. The maximum incentive/rebate allowed for any single project/application under this program is $125,000.

“Instant Discount” means that the applicant authorizes the contractor to receive the incentive rebate directly in exchange for the same rebate amount being deducted from the initial cost of the contracted work.

“Mechanical (pipe) Insulation” means thermal insulation installed on boiler piping systems to achieve energy savings, personnel protection, condensation control, and reduction of greenhouse gas emissions.

“Natural Gas Boiler” means a closed vessel in which water or other fluid is heated. The heated or vaporized fluid exits the boiler for use in industrial process and/or space heating applications. The source of heat for a Natural Gas Boiler is the combustion of Natural Gas.

“Parallel Positioning Control System” means a device or a set of devices capable of controlling fuel and air independently, removing the mechanical “jackshaft” system in favor of a “linkage-less” system.

“Performance Period” means the length of time the Grantee is required to operate the project and submit information/data to the Department of Commerce.

“Pre-Approval application” means an application for incentives that reflects the estimated number of various measures to be installed, given the best information at the time of the application. It is used to reserve funds for projects and to assure that the calculations and methodology used to estimate the energy impacts meet the program requirements.

“Program” means the Public Sector Natural Gas Boiler Program described within these guidelines.

“Project” means an eligible energy project that the Department of Commerce agrees to fund through this program.

“Project Completion Date” means the date that all necessary procurement is complete, equipment is installed and operational.

“Shut-Off Air Damper” means an automatic device capable of preventing air from being drawn up the still-warm vent through the draft hood or dilution air inlet when the boiler is shut off.
“Steam Trap” means a device used to discharge condensate and non-condensable gases with a negligible consumption or loss of live steam. Most steam traps are nothing more than automatic valves. Steam traps open, close, or modulate automatically.

“Steam Trap Survey” means an inspection and detailed review of a facility’s steam traps, typically conducted by a licensed contractor.

"Total Project Cost" means the cost to purchase and install the qualifying measures including labor costs.

SECTION 2. ELIGIBILITY AND FUNDING CRITERIA

2.1 Project Location. Eligibility is limited to projects physically located in the State of Illinois.

2.2 Customer of Participating Utility Requirement. Project locations for those requesting incentives for natural gas measures must receive natural gas delivery service from Ameren, Nicor, Peoples, or North Shore. Applicants will be required to submit documentation that the project is located in the Ameren Illinois, Nicor, Peoples or North Shore gas service territories, in the form of a current utility bill or letter from their utility.

2.3 Eligible Projects/Equipment. Eligibility is limited to facilities that operate natural gas boilers that meet the following requirements:

Boiler Tune-Up Requirements
- Boiler output greater than 200,000 Btuh.
- Boiler in question has not received a rebate for a Boiler Tune-Up in the past 36 months
- Work must be performed by a professional contractor.
- Contractor or staff must provide the data requested in Appendix B Section 1 (Contractor Boiler Tune-Up Reporting Requirements), including copies of the pre- and post-high-fire combustion reports. Rebates will not be given without both combustion reports.

Pipe Insulation Requirements
- Current pipe insulation must be absent or ineffective. Contractor can use the minimum recommended sizes listed in Appendix B Section 3 Table 3 as a reference (actual insulation may vary).
- The free software 3E plus v4.1 (http://www.pipeinsulation.org/) shall be used to determine savings and a report from the software shall be provided with the application (by clicking “file” and then “export report” in .rtf format on the software main menu)
- The contractor must provide the data requested in Appendix B Section 3 (Technician Pipe Insulation Reporting Requirements).
Pre-scheduled insulation replacements are not eligible for incentive. Insulation around new pipes is not eligible for incentives. Proof of purchase of equipment must be provided with the application.

Pipes must carry fluid either heated or cooled from a natural gas source.

Boiler Reset Controls Requirements

- Boiler output greater than 200,000 Btuh.
- Control must be installed on an existing boiler as a retrofit, or a new boiler that is not required to have reset controls installed. Incentive is NOT available for boilers with over 90% efficiency. Control must automatically control boiler output water temperature setpoint based on outdoor air temperature – manual controls not eligible.
- Use of a professional contractor is strongly encouraged, but is not required.

Shut Off Air Damper Requirements

- Boiler output greater than 200,000 Btuh.
- Damper must be a new unit that is electrically or thermally activated.
- Damper must be installed on either the exhaust flue or combustion air intake.
- Should be interlocked with firing controls.
- Barometric Dampers do not qualify.

Parallel Positioning Control (PPC) System

- Boiler output greater than 1,500,000 Btuh.
- Control must be installed on an existing boiler as a retrofit, or a new boiler that is not required to have PPC controls installed.
- Work must be performed by a professional contractor.
- Control must be able to control fuel and air independently by individual positioners.

Steam Trap Requirements

- Steam Trap incentive is available for malfunctioning traps that are leaking steam. Not available for traps that have failed closed or are plugged. Orifice traps are not eligible for incentive.
- Steam Trap replacement must not occur under a scheduled maintenance program.
- New Steam Traps must replace existing Steam Traps, one for one.
- Rebates cannot exceed the cost of the Steam Trap replacement.
- Use of a professional contractor is strongly encouraged, but is not required.
- Malfunctioning steam traps must be identified through ultrasounds, infrared temperature measurement (pyrometer) or visual inspection (a professional contractor is required for the latter). An infrared thermometer along with ultrasounds is preferred. Contractor must provide the data requested in Appendix B Section 2 (Technician Steam Trap Reporting Requirements).
- If the applicant is replacing all the steam traps (mass replacement), the failure rate of traps failing in the open position can be determined by either individually testing and
recording each failed trap (or a random sample of the system), or assuming a 30% failure rate.

Steam Trap Survey Requirements
- Incentive is available once in a 12 month period per building.

2.4 Ineligible Projects/Equipment

The following projects are not eligible for funding under these guidelines:
- Projects receiving funding for the same equipment through any other Energy Efficiency Portfolio (EEP) programs offered by the Department of Commerce or Utilities (Ameren, ComEd, Nicor, Peoples, North Shore).
- Used equipment or equipment purchased more than a year before project start-date

2.5 Incentive Awards

2.5.1 Boiler Tune-up
- $0.50/kBtuh (up to $1,500). 1 kBtuh = 1,000 Btuh.

2.5.2 Pipe Insulation (incentives based on Fiberglass insulation material): Incentives are detailed in Table 1.

<table>
<thead>
<tr>
<th>Nominal Pipe Size</th>
<th>Insulation Rebate</th>
<th>Removable Insulation Rebate</th>
</tr>
</thead>
<tbody>
<tr>
<td>≤ 1&quot;</td>
<td>$8/ft.</td>
<td>$40 per sq. ft. installation</td>
</tr>
<tr>
<td>&gt; 1&quot; - 2&quot;</td>
<td>$10/ft.</td>
<td>$60 per sq. ft. installation</td>
</tr>
<tr>
<td>&gt; 2&quot; - 5&quot;</td>
<td>$16/ft.</td>
<td>$80 per sq. ft. installation</td>
</tr>
<tr>
<td>Over 5’</td>
<td>$20/ft.</td>
<td>$100 per sq. ft. installation</td>
</tr>
</tbody>
</table>

2.5.3 Steam Traps: Incentives are detailed in Table 2.

<table>
<thead>
<tr>
<th>Line Pressure¹</th>
<th>Incentive</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>≤ 14 psig</td>
<td>$200</td>
<td></td>
</tr>
<tr>
<td>&gt;14 - 50 psig</td>
<td>$250</td>
<td></td>
</tr>
<tr>
<td>&gt; 50 - 125 psig</td>
<td>$400</td>
<td></td>
</tr>
<tr>
<td>Over 125 psig</td>
<td>$600</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Steam Trap Survey</th>
<th>Incentive</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per Trap</td>
<td>$30</td>
</tr>
<tr>
<td>Max Incentive Per Facility</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

¹ PSIG measured at the trap inlet
2.5.4  Boiler Reset Controls and Shut Off Air Dampers
   • $0.75/kBtuh (up to a maximum $1,200 per boiler) for each measure. 1 kBtuh = 1,000 Btuh. Equipment specifications must be provided.

2.5.5  Parallel Positioning Control System
   • $3.00/Therm saved per year (up to 75% of project cost). Calculations must be provided.

SECTION 3.  PROGRAM INFORMATION

3.1  Payment Schedule. Rebates under this program will either be issued within 45 days after Department of Commerce approval of the Final Application, or according to a payment schedule set by the Department of Commerce or its designee the University of Illinois at Chicago.

3.2  Freedom of Information Act/Confidential Information. Applications are subject to disclosure, in response to requests received under provisions of the Freedom of Information Act (5 ILCS 140/1 et seq.). Information that could reasonably be considered to be proprietary, privileged or confidential commercial or financial information should be identified as such in the application. The Department of Commerce will maintain the confidentiality of that information only to the extent permitted by law.

3.3  Legal Compliance. The applicant must certify on the application that the project complies with all applicable state, federal, and local environmental and zoning laws, ordinances, and regulations and that all permits, licenses, etc., required to perform the project have either been obtained or will be obtained no later than 90 days following the rebate application date or grant beginning date.

3.4  Dissemination of Information/Technology Transfer. Grantees will be contractually required to allow the Department of Commerce or its designee the University of Illinois at Chicago Energy Resources Center access to the project site and the ability to obtain, publish, disseminate or distribute any and all information obtained from the project (except any data or information that has been negotiated as being confidential or proprietary), without restriction and without payment or compensation by the Department of Commerce.

3.5  Ownership/Use of Equipment. The grant agreement will specifically prohibit the sale, lease, transfer, assignment, or encumbrance of any equipment or material purchased with grant funds, without the express written approval of the Department of Commerce for the duration of 5 years or end of product life, whichever is less. In the event of a Grantee's failure to comply with this requirement, the grant agreement will provide that the Department of Commerce may, at its discretion, require the Grantee to return all grant funds provided by the Department of Commerce, require the Grantee to transfer to the state ownership of equipment and material purchased with grant funds and bar the Grantee from consideration for future funding. The Department of Commerce
reserves the right to require the Grantee to give it a purchase money security interest in equipment purchased with grant funds for the duration of the grant term.

### 3.6 Prevailing Wage Requirements
Grantees are responsible for determining if their projects will trigger compliance with the Illinois Prevailing Wage Act (820 ILCS 130/0.01). The Department of Commerce will not render a legal opinion as to the applicability of the Prevailing Wage Act to any project. Questions regarding the applicability of Prevailing Wage requirements may be referred to the Illinois Department of Labor at (312) 793-2800 or (217) 782-6206. Attorney General Opinion No. 00-018, which addresses applicability of Prevailing Wage requirements, may be accessed on the Attorney General’s Web site at [http://www.ag.state.il.us/opinions/2000/00-018.pdf](http://www.ag.state.il.us/opinions/2000/00-018.pdf).

### 3.7 State Not Liable
Grantee shall hold the State and/or its designee the University of Illinois at Chicago Energy Resources Center harmless from any and all claims, demands, and actions based upon or arising out of any services performed by Grantee or by their agents or employees under a grant agreement. The Department of Commerce, by entering into a grant agreement, does not pledge or promise to pledge the assets of the state nor does it promise to pay any compensation to the Grantee from any moneys of the treasury or the state except such moneys as shall be appropriated and paid to the Grantee by the Department of Commerce.

### 3.8 Indemnity
The Grantee agrees to assume all risks of loss and to indemnify and hold the Department of Commerce and its designee the University of Illinois at Chicago Energy Resources Center its officers, agents and employees, harmless from and against any and all liabilities, demands, claims, damages, suits, costs, fees, and expenses, incidents thereto, for injuries or death to persons and for loss of, damage to, or destruction of property because of the Grantee’s negligence, intentional acts or omissions. In the event of any demand or claim, the Department of Commerce may elect to defend any such demand or claim against the Department of Commerce and will be entitled to be paid by the Grantee for all damages.

### 3.9 Insurance
The Grantee shall provide Workers' Compensation Insurance or the same, as required, and shall accept full responsibility for the payment of Unemployment Insurance, premiums for Workers' Compensation, Social Security, and retirement and health insurance benefits, as well as all income tax deductions required by law for its employees who are performing services specified by the grant agreement.

### 3.10 Return of Funds
The Grantee shall return to the Department of Commerce any and all funds that are determined by the Department of Commerce to have been spent in violation of the grant agreement.
3.11 **Instant Discount.** By fulfilling the paperwork for the Instant Discount, the applicant grants the designated contractor the right to receive the incentive rebate issued under this program. The contractor, in turn, will discount the price of the work and material before the start of the contracted work by the same amount that is to be issued through this program.

3.11.1 All awards listed under this program are eligible for the Instant Discount.

3.11.2 The Instant Discount provided to the customer by the contractor must equal the rebate amount granted by the Final Application. Any deviation of such must be corrected by the applicant and the contractor before the incentive rebate will be released.

SECTION 4. APPLICATION PROCESS

4.1 **Term and Application.** Applications shall be printed or typed on the Department of Commerce's current approved forms included in this document.

4.1.1 **Pre-Approval Application:** Pre-Approval is only required under certain conditions. Applicants who must submit a Pre-Approval Application include:

- Total incentive request will exceed $10,000.
- And/or those applicants who expect to request incentives for more than 30 steam traps.
- And/or those applicants who expect to request incentives for more than 300 linear feet of mechanical (pipe) insulation.
- And/or those applicants who expect to request any level of incentives for Parallel Positioning Control Systems.
- And/or those applicants who wish to receive the Instant Discount.

The Pre-Approval Application will confirm the customer’s eligibility prior to implementing the project and will ensure that incentive funds are reserved pending the approval of the Final Application. **Please note that incentive payments will only be made after submission and approval of the Final Application.**

The checklist of required information for the Pre-Approval Application is similar to the information required on the Final Application, with the exception that some of the information is estimated in the Pre-Approval Application since the work has not yet been undertaken. The checklist of required information is provided.

The Pre-Approval Application, if submitted will be reviewed and acted upon within 10 working days of receipt of the Application and the results of the evaluation will be provided to the applicant in the form of an e-mail.
4.1.2 **Final Application:** In order to simplify the application process for this Boiler Program, an applicant can opt to bypass the Pre-Approval Application (provided the total incentive request is below $10,000 and/or the project involves incentives for less than 30 steam traps and/or the project involves incentives for less than 300 linear feet of mechanical (pipe) insulation and/or the project involves Parallel Positioning Control Systems and/or Boiler Reset controls). In these cases, the applicant would opt to verify their eligibility, install the equipment, and then submit just the Final Application for review by the Department of Commerce and/or its designee the University of Illinois at Chicago Energy Resources Center.

All applicants must submit a Final Application for review and approval by the Department of Commerce and/or its designee in order to receive the incentives. The Final Application should be submitted within 45 days of the project completion. All information required on the Final Application checklist must be submitted.

4.1.3 **Applications (Pre-Approval and/or Final)** under this program will be accepted on an ongoing basis, beginning on June 15, 2015, subject to funding availability. No new applications will be accepted after May 6, 2016.

4.1.4 Incentive applications will be accepted at the following address:

Energy Resources Center  
Boiler System Efficiency Program  
1309 South Halsted Street, Suite 221  
Chicago, Illinois 60607-5021

or electronically at the following email address: boiler@uic.edu

Inquiries can be made to Mr. Brian Katamay at 312/355-2019 or boiler@uic.edu

4.2 **General Review and Evaluation.** The Department of Commerce (through its designee the University of Illinois at Chicago Energy Resources Center) will review and evaluate applications in the order in which they are received and grants and rebates will be awarded as funding is available. Applications will first be reviewed to determine eligibility and completeness as specified under Section 2 and Section 4.1 and for compliance with the EEP statutory requirements. Ineligible or otherwise incomplete applications will be immediately rejected and returned to the applicant.

4.3 **Incentives.** The applicant must submit final completion certification to the Department of Commerce through its designee the University of Illinois at Chicago
Energy Resources Center within 45 days of the project completion. This certification must include the project completion and system operation dates. Applicants are also required to provide any information that may be required by the Independent Evaluator to assure Department of Commerce compliance. Applications that satisfy the general review of Section 4.2 and provide certification of completion will be processed subject to Department of Commerce approval.

4.4 Evaluation Criteria. Final Applications satisfying the general review of Section 4.2 will be evaluated on the basis of the following criteria. The evaluation criteria have been developed to allow the Department of Commerce through its designee the University of Illinois at Chicago Energy Resources Center to identify those projects that best achieve the goals and objectives of the Department of Commerce’s PSEE Program.

4.4.1 Overall quality of the application including completeness of the requirements under the checklist.

4.4.2 Other criteria as determined by the Department of Commerce to be in the best interest of the State of Illinois.

4.5 Rejection of Applications. The Department of Commerce reserves the right to reject any application. The submission of an application under these guidelines confers no right upon any applicant. The Department of Commerce and its designee the University of Illinois at Chicago Energy Resources Center are not obligated to award any rebates under this program or to pay any costs incurred by the applicant in the preparation and submission of an application.

4.6 Instant Discount. The applicant and the contractor must both sign the Rebate Release form which is to be turned in with the Pre-Approval Application. In addition, the applicant must sign the work invoice, the receipt from the contractor, and the work order form which are to be turned in with the Final Application to ensure the applicant has full knowledge of their waived right to receive the incentive funding.

4.6.1 The Department of Commerce reserves the right to decline any intent to participate in the Instant Discount prior to the acceptance of the intent.
APPENDIX A
APPLICATION FORMS AND WORKSHEETS

PROGRAM CONTACT INFORMATION

Check for availability of funds at www.ilenergynow.org before submitting an application to the Department of Commerce. Funds availability is listed by participating utility and their delivered energy type (electric or gas). You may only apply for incentives in those participating utility service territories that show “funds available” on the website.

For additional information on the Illinois Department of Commerce and Economic Opportunity’s Illinois Energy Now Public Sector Natural Gas Boiler System Efficiency Program

Visit our website at www.ilenergynow.org

Applications will be accepted at the following address:

Energy Resources Center
Boiler System Efficiency Program
1309 South Halsted Street, Suite 221
Chicago, Illinois 60607-5021

or

Electronically at the following email address: boiler@uic.edu

Inquiries can be made to Brian Katamay at 312/355-2019 or boiler@uic.edu
BEFORE APPLYING

Pre-Approval is needed only if one or more of the following occurrences apply:

1. Total Project Incentive request is greater than $10,000.

2. Total number of failed Steam Traps for which Incentives are requested is greater than 30.

3. Total Pipe Insulation for which Incentives are requested exceeds 300 feet.

4. Incentives are requested for Parallel Positioning Control Systems.

5. Applicant submits Instant Discount Signature Form to authorize incentive payment to third-party.
PRE-APPROVAL APPLICATION CHECKLIST

The maximum incentive/rebate level allowed for any single project/single application is $125,000. The Pre-Approval Application will confirm the customer’s eligibility prior to implementing the project and will ensure that incentive funds are reserved pending the approval of the Final Application. Please note that incentive payments will only be made after submission and approval of the Final Application.

Please utilize the following application checklist when submitting a Pre-Approval Application:

Pre-Approval Application Checklist:

- Copy of natural gas bill (includes pages that list taxes and fees applied).
- Completed Sections 1, 2, and 3 of the Application (Appendix A – check “Pre-Approval” box).
- Page 1 information of Appendix B Section 1 (Contractor Boiler Tune-Up Reporting Requirements) including: Equipment Location, Equipment Information and Date of Last Boiler Tune-Up for each Boiler.
- Page 1 information of Appendix B Section 2 (Technician Steam Traps Reporting Requirements) if steam trap incentives are being applied for, including: number of steam traps in system, estimated number of failed traps (open position), date of last steam trap repair/replacement, method to be utilized in testing traps (infrared, ultrasound, visual), and steam trap survey information.
- Page 1 information of Appendix B Section 3 (Technician Pipe Insulation Reporting Requirements) if pipe insulation incentives are being applied for, including: pictures of pipe in need of insulation repair / replacement, size of pipe, estimated length of pipe needing new insulation, and number of removable insulation products being purchased.
- Page 1 information of Appendix B Section 4 (Specified Boiler Controls and Retrofit Equipment Reporting Requirements) if Boiler Reset Controls, Shut Off Air Dampers, and/or Parallel Positioning Control System are being applied for, including Boiler size in each case and calculations showing savings of Parallel Positioning Control System.
- If participating in Instant Discount: Completed and signed Instant Discount Signature Form (See Appendix A, A-8).

Pre-Approval Application is only required under one of the following conditions:
- Applicants whose total incentive request exceeds $10,000.
- Steam Trap Projects with greater than 30 steam traps.
- Pipe Insulation Projects with greater than 300 linear feet of mechanical (pipe) insulation.
- Parallel Positioning Controls (PPC) Projects.
- Applicants who choose to Authorize Incentive Payment to Third-Party.
Final Application Checklist:

☐ Copy of natural gas bill (includes pages that list taxes and fees applied).

☐ Completed Sections 1, 2, and 3 of the application (Appendix A – check “Final Application” box)

☐ Completed and signed Contractor Boiler Tune-Up Reporting Requirements (Appendix B Section 1). Please note that High-Fire Combustion Report (before AND after tune-up) for each boiler must be attached to the Application forms.

☐ Completed and signed Technician Steam Trap Reporting Requirements (Appendix B Section 2) if steam trap incentives are applied for.

☐ Completed and signed Technician Boiler Reset Controls / Shut-Off Air Damper Control / Parallel Positioning Control System Reporting Requirements (Appendix B Section 4) if Boiler Reset Controls and/or Parallel Positioning Control System are being applied for.

☐ Completed and signed Technician Pipe Insulation Reporting Requirements (Appendix B Section 3) and an insulation report utilizing www.pipeinsulation.org if pipe insulation incentives are applied for.

☐ Pictures of before and after pipe insulation projects showing the existing/missing insulation.

☐ Invoices and receipts for work performed and material purchased.

☐ If participating in Instant Discount: Customer signature on the receipt, work order, and project invoice (See Appendix A, A-8).
Complete this form along with the appropriate forms and worksheets in Appendix B. Applying for electric and/or natural gas incentives from both the Illinois Department of Commerce and Economic Opportunity and participating utilities for the same energy efficiency measure(s) is prohibited.

**Pre-Approval Application □**  **Final Application □**

### Name of Public Entity:

### Public Sector Class:

| Local Government □ | K-12 School □ | Community College □ |

### Project Manager:

| Name: | Title: |

### Address:

| City: | Zip: |

### Telephone:

| Fax: | Email Address: |

### FEIN (Federal Employment Identification Number)

### Contractor Information

| Contact Name: | Company: |

### Address:

| City: | Zip: |

### Telephone:

| Fax: | Email Address: |

### Natural Gas Utility:

| □ Ameren Illinois | □ Nicor |
| □ Peoples Gas | □ North Shore |

**Total Gas Incentive Requested:**

$__________________

**Total Project Cost:**

$__________________

**Other Public Incentive Funds:**

$__________________  Specify:__________________

* Incentive cannot exceed $125,000 or 75 percent of total project cost whichever is less. The combined Department of Commerce and Economic Opportunity incentives and other public source incentives cannot exceed 100 percent of total project costs.

** Total Project Cost = Equipment + Labor

*** Such as State Energy Program (SEP), Illinois Clean Energy Community Foundation (ICECF).
Applicant hereby certifies that:

- The project received natural gas delivery service from Ameren Illinois, Nicor, Peoples, or North Shore. A copy of the gas utility bill or other documentation must be submitted with this Application.
- Each Boiler for which Incentives are requested has not received a rebated Tune-Up within the past 36 months.
- Each Steam Trap for which Incentives are requested must be failed and leaking steam.
- Pipe Insulation is installed on existing bare pipes or is replacing damaged existing Insulation.
- The project complies with all applicable state, federal, and local environmental and zoning laws, ordinances, and regulations and that all required licenses, permits, etc., have either been obtained or will be obtained no later than 90 days following an award by the Department of Commerce. It is not in violation of the prohibitions against bribery of any officer or employee of the State of Illinois as set forth in 30 ILCS 505/10.1.
- It has not been barred from contracting with a unit of state or local government as a result of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961 (720 ILCS 5/33 E-3 and 5/33 E-4).
- It is not in violation of the Educational Loan Default Act (5 ILCS 385/3).
- I understand that the State Finance Act, 30 ILCS 105/30 may apply and that payments under this incentive program are contingent upon the existence of a valid appropriation, and that no officer, institution, department, board or commission shall contract any indebtedness on behalf of the State, or assume to bind the State in an amount in excess of the money appropriated, unless expressly authorized by law.
- I understand that the Illinois Prevailing Wage Act (820 ILCS 130/0.01) may apply and that Grantees are responsible for determining if their projects will trigger compliance.
- As of the submittal date, the information provided in its application is accurate, and the individuals signing below are authorized to submit this application.
- I agree and authorize the release of all electric and natural gas utility usage and billing information to the Illinois Department of Commerce and Economic Opportunity and its agents for purposes of performing an Evaluation, Measurement, and Verification (EM&V) of Department of Commerce’s energy efficiency programs.

______________________________________________
Authorized Official (signature)*

______________________________________________
Typed/Printed Name

______________________________________________
Title

______________________________________________
Telephone

______________________________________________
Fax

______________________________________________
Date

______________________________________________
Authorized Signature E-mail Address
Payment Information Below

Name of Entity to be Paid

Street Address for Incentive Payment to be Mailed


* Electronic Signatures not acceptable. Please supply Certifications (this page) with original signature via e-mail, fax, or electronically (scanned document).
SECTION 3  INSTANT DISCOUNT SIGNATURE FORM

Complete this form only if Applicant Authorizes Payment to Contractor/Third Party

The completion of this form indicates that both the applicant and the contractor/third party understand and agree to the conditions of the Instant Discount. The Department of Commerce reserves the right to consider any agreement void if the conditions of the Instant Discount are not carried out in their entirety. By signing this form, the applicant and the contractor certify that the following conditions are met:

- The contractor will compensate the applicant in the form of a discount for the work to be completed by the contractor for the applicant.
- The discount granted by the contractor shall equal the incentive reserved for the applicant by the Boiler System Efficiency Program Pre-Approval Application completed prior to the start of the contracted work.
- Any discrepancies between the discount offered by the contractor and the total incentive reserved through the program will result in the withholding of the incentive funds. These funds shall be held until the parties involved correct the discrepancy.

I am authorizing the payment of the incentive to the third party named below and I understand that I will not be receiving the incentive payment from the Boiler System Efficiency Program. I also understand that my release of the payment to a third party does not exempt me from the program requirements outlined in the Boiler System Efficiency Program Guidelines.

Third-Party Payment Authorization - (Skip this Instant Discount Signature Form if incentive check will be made payable to applicant.)

Applicant

________________________________________________________________________
Authorized Official (signature)  Telephone

________________________________________________________________________
Typed/Printed Name  Fax

________________________________________________________________________
Title  Date

________________________________________________________________________
Authorized Signature E-mail Address
Contractor/Third Party to Receive Incentive Payment

Authorized Official (signature)  Telephone

Typed/Printed Name  Fax

Title  Date

Authorized Signature E-mail Address

*Submit this Instant Discount Signature Form with the Pre-Approval Application
**SECTION 4: BUILDING/FACILITY INFORMATION**

Complete this for each building included in this Application.

If your application includes more than one building/facility, a separate Appendix A, Section 2, Page A-4, plus all associated worksheets (Appendix B) must be filled out for each building/facility and submitted as part of this application.

<table>
<thead>
<tr>
<th>Location Name of Building/Facility:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Gas Utility Account Number</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Gas Meter Number*:</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

*If multiple meters, just list one meter number.

**Required:**  [ ] Attach Natural Gas Bill

Please include pages of bills that list Taxes and Fees applied

Check for availability of funds at [www.ilenergynow.org](http://www.ilenergynow.org) before submitting an application to the Illinois Department of Commerce and Economic Opportunity.

Subject to funding availability:

Where the public sector facility is located in Ameren Illinois, Nicor Gas, Peoples Gas or North Shore Gas natural gas service areas, facility is eligible for natural gas efficiency incentives for those measures that produce natural gas savings. Measures include: natural gas boiler tune-ups, pipe insulation on hot water/steam pipes where natural gas is the heat source, steam traps where natural gas is the source.
[add location duplicator here]
APPENDIX B: BOILER SYSTEM EFFICIENCY PROGRAM INCENTIVE WORKSHEETS

SECTION 1: CONTRACTOR BOILER TUNE-UP REPORTING REQUIREMENTS

Complete this for each boiler included in this Application.

If your application includes more than one boiler in the same building/facility, a separate Appendix B, Section 1, Page B-1 and Page B-2, must be filled out for each boiler and submitted as part of this application.

Documentation requested: please provide a copy of the High-Fire Combustion Reports along with this section.

Maintenance Information

<table>
<thead>
<tr>
<th>Date of last Tune-Up (if available)</th>
<th>Other Maintenance Information</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Boiler Maintenance Schedule (Y/N)</th>
<th>Frequency of Boiler Maintenance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Equipment Location

<table>
<thead>
<tr>
<th>Location</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Equipment Information

Boiler (or Burner if Boiler data is unavailable)

<table>
<thead>
<tr>
<th>Unit Make/Model</th>
<th>Serial number</th>
<th>Input kBtuh</th>
<th>Year Built</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Tune-Up Information (under High-Fire)

<table>
<thead>
<tr>
<th>Excess Oxygen (O₂) level</th>
<th>Pre service</th>
<th>Post service</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>%</td>
<td>%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Carbon Monoxide (CO) level</th>
<th>ppm</th>
<th>ppm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carbon Dioxide (CO₂) level</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td>Excess Air level</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td>Stack Temperature</td>
<td>°F</td>
<td>°F</td>
</tr>
<tr>
<td>Combustion Efficiency</td>
<td>%</td>
<td>%</td>
</tr>
</tbody>
</table>

3 Incentives for Tune-Ups are available once in a 36 month period.
The contractor performing the tune-up needs to check off the tasks performed, as applicable.

- Measure combustion efficiency using an electronic flue gas analyzer.
- Adjust airflow and reduce excessive stack temperatures.
- Adjust burner and gas input, manual or motorized draft control.
- Check for proper venting.
- Complete visual inspection of system piping and insulation.
- Check safety controls.
- Check adequacy of combustion air intake.
- Clean fireside surfaces.
- Inspect all refractory. Patch and wash coat as required.
- Inspect gaskets on front and rear doors and replace as necessary.
- Seal and close front and rear doors properly.
- Clean low and auxiliary low water cut-off controls, then re-install using new gaskets.
- Clean plugs in control piping.
- Remove all hand hole and man hole plates. Flush boiler with water to remove loose scale and sediment.
- Replace all hand hole and man hole plates with new gaskets.
- Open feedwater tank manway, inspect and clean as required. Replace manway plate with new gasket.
- Clean burner and burner pilot.
- Check pilot electrode and adjust or replace.
- Clean air damper and blower assembly.
- Clean motor starter contacts and check operation.
- Make necessary adjustments to burner for proper combustion.
- Perform all flame safeguard and safety trip checks.
- Check all hand hole plates and man hole plates for leaks at normal operating temperatures and pressures.
- Troubleshoot any boiler system problems as requested by on-site personnel.

Determine Project Cost and Incentive

<table>
<thead>
<tr>
<th>Total Estimated Project Cost</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Incentive ($0.50 * kBtuh)</td>
<td>$</td>
</tr>
</tbody>
</table>

Contractor must provide high-fire combustion reports before AND after performing the tune-up. If the efficiency after the tune-up is lower than the efficiency before the tune-up, contractor must either list below or submit the reason(s) why it was not possible to obtain any efficiency improvement.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Note: Failure to provide both Combustion reports will invalidate the application.
SECTION 2: TECHNICIAN STEAM TRAPS REPORTING REQUIREMENTS

* Total Incentive cannot exceed 75% of Total Project Cost

Steam Trap Survey: Submit all completed survey documentation along with the Lead Technician Information below to be eligible for the incentive.

Steam Trap Repair/Replacement: Fill out information below.

Lead Technician Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

Steam Traps Identification Method (check all that apply)

<table>
<thead>
<tr>
<th>Survey or Repair Date (MM/DD/YYYY)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infrared</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Lead Technician’s Signature

Sign here: ______________________________________

Steam Traps System Information

<table>
<thead>
<tr>
<th>Total Number of Traps Replaced</th>
<th>Mass Replacement?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>□ Yes □ No</td>
</tr>
</tbody>
</table>

Note: Mass Replacement refers to the change-out of multiple steam traps without having conducted a steam trap assessment/survey. The program will assume a 16% failure rate in such cases.

Table 3 - Steam Trap Incentives

<table>
<thead>
<tr>
<th>Line Pressure^4</th>
<th>Incentive</th>
<th>Steam Trap Survey</th>
<th>Incentive</th>
</tr>
</thead>
<tbody>
<tr>
<td>≤ 14 psig</td>
<td>$200</td>
<td>Per Trap</td>
<td>$30</td>
</tr>
<tr>
<td>&gt;14 - 50 psig</td>
<td>$250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>&gt;50 - 125 psig</td>
<td>$400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Over 125 psig</td>
<td>$600</td>
<td>Max Incentive Per Facility</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

^4 PSIG measured at the trap inlet
Steam Traps Information

Note: Steam Trap incentive is available for malfunctioning traps that are leaking steam. Not available for traps that have failed closed or are plugged. Orifice traps are not eligible for incentive. **Mode of Failure** is for failed traps only. If the trap is not failed, then leave blank.

Steam trap reporting may also be submitted online by using an Excel table or similar.

<table>
<thead>
<tr>
<th>ID TAG Number</th>
<th>Location</th>
<th>Line Pressure (psig)</th>
<th>Mode of Failure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
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<td>29</td>
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<tr>
<td>30</td>
<td></td>
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</tr>
</tbody>
</table>

**Note:** Pre-Approval Application required over 30 Steam Traps

**TOTAL INCENTIVE** $______________
Note: Pipe insulation rebates are available for adding insulation to existing bare pipe or replacing damaged existing insulation. Insulating new pipes is not eligible. If the information varies throughout the system, please provide requested information for each variation.

### Pipe Insulation Information

<table>
<thead>
<tr>
<th>PIPE VARIATION #1</th>
<th>PIPE VARIATION #2</th>
<th>PIPE VARIATION #3</th>
<th>PIPE VARIATION #4</th>
<th>PIPE VARIATION #5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Linear feet</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Indoor/Outdoor</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pipe Use</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nominal pipe size (inches)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Insulation thickness (inches)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Average fluid temperature ( °F )</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost estimate</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incentive (feet x Incentive/ft) see Table 4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Incentive (add all variations)</td>
<td>$ __________</td>
<td>$ __________</td>
<td>$ __________</td>
<td>$ __________</td>
</tr>
</tbody>
</table>

### Removable Insulation Information

<table>
<thead>
<tr>
<th>Removable #1</th>
<th>Removable #2</th>
<th>Removable #3</th>
<th>Removable #4</th>
<th>Removable #5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Length of pipe being covered (ft)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reason for Removable Install*</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Indoor/Outdoor</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pipe Use</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nominal pipe size (inches)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Insulation thickness (inches)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Average fluid temperature ( °F )</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost estimate</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incentive (see Table 4)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Incentive</td>
<td>$ __________</td>
<td>$ __________</td>
<td>$ __________</td>
<td>$ __________</td>
</tr>
</tbody>
</table>

* Please list the unit feature that the removable will be insulating (e.g. flange, valve, pump, etc.)
Table 4 – Pipe Insulation Incentives

<table>
<thead>
<tr>
<th>Nominal Pipe Size</th>
<th>Standard Pipe Insulation</th>
<th>Removable Insulation</th>
</tr>
</thead>
<tbody>
<tr>
<td>≤ 1&quot;</td>
<td>$8 per linear foot</td>
<td>$40 per sq. ft. installation</td>
</tr>
<tr>
<td>&gt;1&quot; - 2&quot;</td>
<td>$10 per linear foot</td>
<td>$60 per sq. ft. installation</td>
</tr>
<tr>
<td>&gt;2&quot; - 5&quot;</td>
<td>$16 per linear foot</td>
<td>$80 per sq. ft. installation</td>
</tr>
<tr>
<td>Over 5&quot;</td>
<td>$20 per linear foot</td>
<td>$100 per sq. ft. installation</td>
</tr>
</tbody>
</table>

Please attach 3E Plus Report version 4.1 (www.pipeinsulation.org) along with the application to expedite the rebate process. Go on the “Energy” tab, select “Heat Loss Per Year” in the Calculation Type and fill in the system details in the other fields. Specify Pipe and Insulation materials, select “Fix” in Lock Thickness and specify Insulation thickness. Then hit “Calculate”. On the new page, select “File” then “Export Report”. Name the report with facility name and variation #, and attach it to the incentive application.

Table 5 - Recommended Minimum Thickness of Insulation (inches)

<table>
<thead>
<tr>
<th>Nominal Pipe Size NPS (inches)</th>
<th>Temperature Range (°F)</th>
<th>Hot Water</th>
<th>Low Pressure Steam</th>
<th>Medium Pressure Steam</th>
<th>High Pressure Steam</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>120 – 200</td>
<td>201 - 250</td>
<td>251 - 305</td>
<td>306 - 450</td>
<td></td>
</tr>
<tr>
<td>≤ 1&quot;</td>
<td>1.0</td>
<td>1.5</td>
<td>2.0</td>
<td>2.5</td>
<td></td>
</tr>
<tr>
<td>-&gt;1&quot; - 2&quot;</td>
<td>1.0</td>
<td>1.5</td>
<td>2.5</td>
<td>2.5</td>
<td></td>
</tr>
<tr>
<td>½&gt;2&quot; - 5&quot;</td>
<td>1.5</td>
<td>2.0</td>
<td>2.5</td>
<td>3.0</td>
<td></td>
</tr>
<tr>
<td>5&quot;</td>
<td>1.5</td>
<td>2.0</td>
<td>3.0</td>
<td>3.5</td>
<td></td>
</tr>
</tbody>
</table>

Please provide pictures of piping system before AND after installing/repairing existing insulation. Failure to do so may cause rejection of incentive application.
## Boiler Reset Controls and Shut Off Air Damper Information

<table>
<thead>
<tr>
<th></th>
<th>Boiler Make</th>
<th>Boiler Model</th>
<th>Boiler Size (kBtuh)</th>
<th>Equipment Make</th>
<th>Equipment Model</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boiler Reset Control</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shut Off Air Damper</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Reset Control Incentive ($0.75/kBtuh)</strong></td>
<td>$</td>
<td></td>
<td>$</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td><strong>Air Damper Incentive ($0.75/kBtuh)</strong></td>
<td>$</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

### Parallel Positioning Control (PPC) System Information

<table>
<thead>
<tr>
<th></th>
<th>Boiler Make</th>
<th>Boiler Model</th>
<th>Boiler Size (kBtuh)</th>
<th>PPC Make</th>
<th>PPC Model</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Parallel Positioning Control (PPC)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Calculation:** Briefly describe the method used to calculate annual gas savings in therms (attach documentation if available – if a software provided by a manufacturer is used to estimate savings, please provide a report from the software)

<table>
<thead>
<tr>
<th>PPC Cost</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>PPC Estimated Savings</td>
<td>Therms</td>
</tr>
<tr>
<td><strong>Total Incentive ($3.00 * Therms)</strong></td>
<td>$</td>
</tr>
</tbody>
</table>

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5 Please Provide Technical Specifications