



Final Application



HOLLAND BOARD OF PUBLIC WORKS

Commercial & Industrial Energy Efficiency Program

LIGHTING 2024 Rebate Application Checklist

Pre-Approval Application

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Required Attachments	Required Attachments
Pre-Approval Agreement (Page 3) Itemized quote (labor & material) Manufacturers' specification(s) Latest electric utility bill W9 of company receiving check Incentive Worksheets Lighting (Pages 5-11)	Payment Request Agreement (Page 4 Itemized invoice (labor & material) Incentive Worksheets Lighting (Pages 5-11)
Expected Completion Date:	Actual Completion Date:

Your completed application and the required materials listed above must be received by December 31, 2024.

Limited funds are available. Please allow 6-8 weeks to receive your Energy Smart incentive check from the time your completed application is received.

Please submit your documents one of two ways:



Email EnergySmart@hollandbpw.com

Mail Energy Smart - Holland BPW 625 Hastings Ave Holland MI 49423

1







HOLLAND BOARD OF PUBLIC WORKS

Commercial & Industrial Program Program

2024 Rebate Application Checklist

Ready to start your project? Follow these 3 simple steps.

Step #1: Request Pre-approval

To ensure that your project is eligible and to reserve funds, please complete, sign and submit all of the following:

- 1. The Pre-approval Agreement (page 3), completed and signed.
- 2. The worksheet(s) (pages 5-12) that are applicable to your project, completed.
- 3. Itemized quote/proposal with model numbers from your contractor.

Step #2: Complete Your Project

If your project meets the pre-approval criteria, you will receive a letter indicating funds have been reserved. Following the specifications listed in this application, install your equipment within 90 days. All equipment must be installed and operational by December 31, 2024 To recieve your rebate check, a copy of your W9 form must be sent to the email or mailing address below before the project is completed.

Step #3: Request Payment

Once your project is complete, please request your rebate payment. Within 30 days of project completion, you must submit the following:

- 1. Payment Approval Agreement (page 4 of this application), completed and signed
- 2. Itemized invoice(s) for materials and any applicable external labor costs, including the following:
 - Contractor's name and contact information
 - Customer's name and contact information
 - Date of invoice
 - Line item cost for each product
 - Quantities of each product
 - Complete product model numbers
 - Labor (and other) expenses listed separately from product costs
 - Total invoice amount

Please submit your documents one of two ways:

Email EnergySmart@hollandbpw.com

Energy Smart - Holland BPW Mail 625 Hastings Ave Holland MI 49423





Pre-approval Agreement

Pre-approval Agreement - Step #1

Please complete and submit this page, along with the appropriate worksheet(s) and quotes with model numbers from your contractor, before you begin your project. If your project meets the pre-approval criteria, you will receive a letter indicating the funds have been reserved. You can then proceed with completing your project as described in Step #2 on page 2 of this application. Note: Maximum incentive is 100% of customer cost or \$150,000, whichever is less.

Name of Business		Phone	Email (Required)	
Mailing Address		City	State	ZIP Code
Installation Address		City	State	ZIP Code
Annual Hours of Operation	Holland BPW Ele	ctric Account Number	Taxpayer ID # (SSN/FEI	N or Payee)
		estaurant Grocery Store/S shool (College) Healthcare Facil	H	/Miscellaneous
How did you learn about the program? My Uti	lity Utility Web	osite Online Ad Mail/Bill Inse	rt Event Contrac	ctor Newspaper Radio
Name of Supplier/Distributor		Contact Person		
Name of Installing Contractor		Contact Person		
Address		City	State	ZIP Code
Contractor Phone	Contractor Email			
Certifications and Signature				
I hereby certify that the information contained in this application is accurate and complete; all rules of this rebate application have been followed; I have read and understand the Terms and Conditions included with this document. I agree to verification of equipment installation which may include a site inspection by a program or utility representative. I understand that I am not allowed to receive more than one rebate from this program on any piece of equipment. I hereby agree to idemnify, hold harmless, and release the utility from any actions or claims in regard to the installation, operation, and disposal of equipment (and related materials) covered herein, including liability from any incidental or consequential damages.				
Print Name of Authorized Representative				
Signature of Authorized Representative				Date Submitted

Submit your documents one of two ways:

EMAIL

EnergySmart@hollandbpw.com

MAIL

Energy Smart – Holland BPW 625 Hastings Ave Holland MI 49423



Payment Approval Agreement

Payment Request Form - Step #3

Complete and submit this page and your itemized invoice(s) within 30 days of project completion. Maximum incentive is 100% of customer cost or \$150,000, whichever is less.

Name of Business					HBPW-issued I	Project ID) #
Project Cost Re	bate Amount Requ	ested (cannot exce	ed project cost OR \$1	50,000 whiche	ver is less)		
		Notes:					
Mailing Address (to which the o	check will be mailed)	City		State		ZIP Code
Installation Address			City		State M I		ZIP Code
Print Name		Date			Installation Co	mpletion	Date
further understand that this inform	e Terms and Condition esentative. I understant ase the utility from an tall or consequential d ation will be treated as	ns included with this nd that I am not allow y actions or claims in amages. I understan s confidential to the e	s document. I agree to wed to receive more than a regard to the installation of the than the permitted by law.	erification of equ one rebate from t n, operation, and	ipment installatio his program for a disposal of equip	n which m ny one pied ment (and	nay include a site inspection by a ce of equipment. I hereby agree to
Customer Signature (must be s			,				
METHOD OF PAYMENT	· I	MAKE REBAT	TE CHECK PAYA	BLE TO	Account Hold	er \square	Contractor*
☐ Check							ner signature is required as
Credit posted to my account acknowledgment that the contractor will receive the rebate check. Contractor must also submit a W9 form with this application.							
f account is past due, the rebate will be credited to the account.							
OPTIONAL: Complete	section below	w only if reba	te is to be paid	to an entit	y other tha	n the	customer.
Make Payable To			Contact Person			Contact ⁴	s Phone Number
Addition of Addition on			O:t-		0+-+-		710.0-1-
Mailing Address			City		State		ZIP Code
Taxpayer ID # (SSN/FEIN or Page	/ee)		Tax Status (Please C	neck One): Tax Exempt	: Individu	ual	Other:
Print Name Date							
Certifications and Signature I am authorizing the payment of understand that my release to		' '				. ,	
Customer Signature (must be s	same person who si	gned Pre-Approval	Agreement)				
Please submit your d	ocuments or	e of two way	//S:				

EMAIL

EnergySmart@hollandbpw.com

MAIL **Energy Smart** Holland BPW 625 Hastings Ave Holland MI 49423



LED Downlights, Exit Signs, Occupancy Sensors, and Controls (page 6)







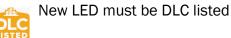
LED Fixtures and Custom Lighting (page 8)



New LED must be DLC listed



LED Tubes (page 9)





LED Exterior Fixtures (page 10)



New LED must be DLC listed





LED Interior High Bays (page 11)



New LED must be DLC listed



HID to LED Screw-In (page 12)



New LED must be DLC listed





Lighting Worksheet

Lighting Worksheet (one-for-one unit replacement)

All lighting projects are required to comply with the Illuminating Engineering Society of North America (IESNA) recommended lighting levels or local code. Prescriptive lighting projects must have a minimum of 1,800 hours of usage per year. Lighting incentive cannot exceed 100% of customer cost or \$150,000, whichever is less.

NEW Downlights, Exit Signs and Controls

Measure	Specs	Quantity per Unit	\$/Unit	Total
Interior Fixtures				
& LED Downlight Fixture	Replace incandescent lamped fixture with fixture designed for pin-based CFLs or LED		\$15/Fixture	
LED Exit Signs	Replace or retrofit an incandescent or fluorescent exit sign with LED.		\$35/Fixture	
Lighting Controls				
Occupancy Sensors which control <500 Square Ft	Sensors which automatically turn lights on when occupancy is detected and automatically turn		\$20/Sensor	
Occupancy Sensors which control > 500Square Ft	lights off when no movement is detected after a set length of time; cannot be used in conjunction with instant start ballast		\$50/Sensor	
Daylight Harvesting Sensor*	The controls can be on/off, stepped or dimming and must vary the light output based on the level of sunlight received; the floor plan and control schedule must be submitted; cannot be used with occupancy sensor.		\$ 0.15/sq ft	
Central Lighting Control*	For systems that utilize building automation to control the lights based on a set schedule; incentive for occupancy sensors or daylight sensor controls cannot be received on the same fixtures. Control schedule and floor plans must be submitted also.		\$0.15/sq ft	
Network Lighting Control-Prescriptive*	Must be automated and use sensor feedback for		\$0.08/10,000 Sq Ft	
Network Lighting Control-Performance Custom*,**	dimming and fixture selection.		\$0.15/kWh Saved	

^{*}Pre-approval Required for lighting controls

Lighting Worksheet Rebate Subtotal, page 6:



^{**} Performance Custom requires before and after data to verify savings





Lighting Worksheet (continued)

All projects are required to comply with IESNA recommended lighting levels or local code.

Use the following wattages for existing fixtures:

Existing 4 Foot Linear Fluorescent Fixtures (8 foot Ceiling)					
	T8 F32 T12 F40 34W Mag T12 F48 40W Mag				
1 Lamp	30	43	51		
2 Lamp	59	72	82		
3 Lamp	88	115	133		
4 Lamp	115	144	164		

Existing 8 Foot Linear Fluorescent Fixtures						
	T12 Mag T12 Mag STD T12 Mag T12 H0 MagSTD (60W lamp) (75W lamp) (95W lamp) (110W lamp)					
1 Lamp	75	-	112	-		
2 Lamp	128	173	227	257		

High Intensity Discharge (HID)- High Pressure Sodium, Low Pressure Sodium, Mercury Vapor, or Metal Halide

Fixture	Wattage
HID50W	61
HID75W	95
HID 100W	120
HID 150W	174
HID 175W	194
HID 200W	230
HID 250W	290
HID 400W	455
HID 750W	850
HID 1000W	1080

Fluorescent Wattages for High-bays

Fixture	Wattage
F32T84-lamp	142
F32T86-lamp	224
F32T88-lamp	299
F32T810-lamp	366
F32T812-lamp	448
T5H0 4-lamp	243
T5H0 6-lamp	365
T5H0 8-lamp	486
T5H0 10-lamp	608
T5H0 12-lamp	730



Lighting Worksheet (continued)

All lighting projects are required to comply with the IESNA lighting levels or local code.

NEW LED FIXTURES - Fluorescent to LED or Custom (for LED tubes, go to page 9)

Fluorescent to LED Fixtures OR Custom Lighting			
Rebates are available for replacement of interio fixtures and retrofits must be ENERGY STAR or D done on this page.	or fluorescent fixtures DesignLights Consortiu	to LED, i.e., T12 or T8) to LED. Rebate is <u>\$0</u> Im [®] listed. Custom lighting, which would incl	0.12 kWh saved. All new lude CFL to LED, may be
Existing Fixture:		Watts/Fixture:	Quantity:
Proposed Fixture:		Watts/Fixture:	Quantity:
	Annual Operating Hou	irs:	
	Total:	kWh Saved:	Rebate:
Existing Fixture:		Watts/Fixture:	Quantity:
Proposed Fixture:		Watts/Fixture:	Quantity:
	Annual Operating Hou	irs:	
	Total:	kWh Saved:	Rebate:
Existing Fixture:		Watts/Fixture:	Quantity:
Proposed Fixture:		Watts/Fixture:	Quantity:
	Annual Operating Hou	irs:	
	Total:	kWh Saved:	Rebate:
Existing Fixture:		Watts/Fixture:	Quantity:
Proposed Fixture:		Watts/Fixture:	Quantity:
	Annual Operating Hou	irs:	
	Total:	kWh Saved:	Rebate:
Existing Fixture:		Watts/Fixture:	Quantity:
Proposed Fixture:		Watts/Fixture:	Quantity:
	Annual Operating Hou	irs:	
	Total:	kWh Saved:	Rebate:

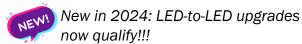
Lighting Worksheet Savings, page8:	
Lighting Worksheet Rebate Subtotal, page 8:	



Lighting Worksheet (continued)

Lighting Worksheet (continued)All lighting projects are required to comply with IESNA-recommended lighting levels or local code.

NEW LED LINEAR TUBES



Fluorescent Replacement to LED Linear Tubes				
Rebates are available for replacement of interio and retrofits must be ENERGY STAR or DesignLig			09/kWh saved. All new fixtures	
Existing Fixture:		Watts/Fixture:	Quantity:	
Proposed Fixture:		Watts/Fixture:	Quantity:	
	Annual Operating Hou	irs:		
	Total:	kWh Saved:	Rebate:	
Existing Fixture:		Watts/Fixture:	Quantity:	
Proposed Fixture:		Watts/Fixture:	Quantity:	
	Annual Operating Hou	rs:		
Total: kWh Saved: Rebate:				
Existing Fixture:		Watts/Fixture:	Quantity:	
Proposed Fixture:		Watts/Fixture:	Quantity:	
Annual Operating Hours:				
Total: kWh Saved: Rebate:				
Existing Fixture:		Watts/Fixture:	Quantity:	
Proposed Fixture:		Watts/Fixture:	Quantity:	
	Annual Operating Hou	rs:		
	Total:	kWh Saved:	Rebate:	
Existing Fixture:		Watts/Fixture:	Quantity:	
Proposed Fixture:		Watts/Fixture:	Quantity:	
	Annual Operating Hou	rs:		
	Total:	kWh Saved:	Rebate:	
·				

Lighting Worksheet Savings Subtotal, page 9:	
Lighting Worksheet Rebate Subtotal, page 9:	



Lighting Worksheet (continued)

All projects are required to comply with IESNA-recommended lighting levels or local code.

NEW EXTERIOR LED FIXTURES – HID to LED

Exterior lighting must be connected to a functional device (e.g. time clock or light sensor) to prevent it from being on during the day.

Exterior Lighting — High-Intensity Discharge (HID) Lighting Replacement**			
Incentives are eligible for the replacement or retrofit of an exterior HID fixture (metal halide, mercury vapor, or low pressure sodium) with an induction or LED fixture which has a reduced input wattageof at least 40%. Incentives are per watt per fixture and are based on the original fixture. Incentive is for fixtures that operate less than 24 hours perday. Existing wattagesmustcome from the Standard Wattage Table shown below. Incentive is \$0.60 per watt reduced. LED fixtures must be DLC listed.			
Existing Fixture:	Watts/Fixture:	Quantity:	
Proposed Fixture:	Watts/Fixture:	Quantity:	
IDA Approved, add 10% Total:	Watts Saved:	Rebate:	
Existing Fixture:	Watts/Fixture:	Quantity:	
Proposed Fixture:	Watts/Fixture:	Quantity:	
IDA Approved, add 10% Total:	Watts Saved:	Rebate:	
Existing Fixture:	Watts/Fixture:	Quantity:	
Proposed Fixture:	Watts/Fixture:	Quantity:	
IDA Approved, add 10% Total:	Watts Saved:	Rebate:	
Existing Fixture:	Watts/Fixture:	Quantity:	
Proposed Fixture:	Watts/Fixture:	Quantity:	
IDA Approved, add 10% Total:	Watts Saved:	Rebate:	
Existing Fixture:	Watts/Fixture:	Quantity:	
Proposed Fixture:	Watts/Fixture:	Quantity:	
IDA Approved, add 10% Total:	Watts Saved:	Rebate:	
Existing Fixture:	Watts/Fixture:	Quantity:	
Proposed Fixture:	Watts/Fixture:	Quantity:	
IDA Approved, add 10% Total:	Watts Saved:	Rebate:	
Existing Fixture:	Watts/Fixture:	Quantity:	
Proposed Fixture:	Watts/Fixture:	Quantity:	
IDA Approved, add 10% Total:	Watts Saved:	Rebate:	



**Fixtures approved by the International Dark-Sky Association will recieve an additional 10% rebate.

Lighting Worksheet Savings Subtotal, page 10	:
Lighting Worksheet Rebate Subtotal, page 10	1



Lighting Worksheet (continued)

Lighting Worksheet (continued)

All projects are required to comply with IESNA-recommended lighting levels or local code.

NEW INTERIOR LED FIXTURES - HID to LED

<u>Interior</u> Lighting — High-Intensity Discharge (HID) Lighting Replacement		
Incentives are eligible for replacing HID fixtures (metal halide, mercury vaused must come from the Standard Wattage Table shown below. Incentiv		
Existing Fixture:	Watts/Fixture:	Quantity:
Proposed Fixture:	Watts/Fixture:	Quantity:
Total:	Watts Saved:	Rebate:
Existing Fixture:	Watts/Fixture:	Quantity:
Proposed Fixture:	Watts/Fixture:	Quantity:
Total:	Watts Saved:	Rebate:
Parking Garage— High-Intensity Discharge (HID) Lighting Replacement		
Incentives are eligible for the <u>replacement or retrofit of a garage HID fixture value.</u> Incentives are per watt per fixture and are based on the nominal operate 24 hours per day. Existing wattages must come from the Standar be DLC qualified.	lamp wattage of the original fixture. Incenti	ves are available for fixtures that
Existing Fixture:	Watts/Fixture:	Quantity:
Proposed Fixture:	Watts/Fixture:	Quantity:
Total:	Watts Saved:	Rebate:
Existing Fixture:	Watts/Fixture:	Quantity:
Proposed Fixture:	Watts/Fixture:	Quantity:
Total:	Watts Saved:	Rebate:

Interior Lighting Savings Total:	
24 Hour Lighting Savings Total:	

Lighting Worksheet	
Rebate Subtotal, page 11 :	



Lighting Worksheet (continued)

All projects are required to comply with IESNA-recommended lighting levels or local code.

EXTERIOR RETROFIT - REPLACE HID BULB WITH LED SCREW-IN

Exterior lighting must be connected to a functional device (e.g. time clock or light sensor) to prevent it from being on during the day.

Exterior Lighting — High-Intensity Discharge (HID) Lighting Replacement**		
Incentives are eligible for the replacement or retrofit of an exterior HID fixture (metal halide, mercury vapor, or low pressure sodium) with an induction or LED fixture which has a reduced input wattageof at least 40%. Incentives are per watt per fixture and are based on the original fixture. Incentive is for fixtures that operate less than 24 hours perday. Existing wattagesmustcome from the Standard Wattage Table shown below. Incentive is \$0.20 per watt reduced. LED fixtures must be DLC listed.		
Existing Fixture:	Watts/Fixture:	Quantity:
Proposed Fixture:	Watts/Fixture:	Quantity:
Total:	Watts Saved:	Rebate:
Existing Fixture:	Watts/Fixture:	Quantity:
Proposed Fixture:	Watts/Fixture:	Quantity:
Total:	Watts Saved:	Rebate:
Existing Fixture:	Watts/Fixture:	Quantity:
Proposed Fixture:	Watts/Fixture:	Quantity:
Total:	Watts Saved:	Rebate:

kWh Savings	
Lighting Worksheet	
Rebate Subtotal, page 6 :	
Lighting Worksheet	
Rebate Subtotal, page 8 :	
Lighting Worksheet	
Rebate Subtotal, page 9 :	
Lighting Worksheet	
Rebate Subtotal, page 10 :	
Lighting Worksheet	
Rebate Subtotal, page 11 :	
Lighting Worksheet	
Rebate Subtotal, page 12 :	



2024 Energy Smart Commercial & Industrial Program

Terms and Conditions

Terms and Conditions

- 1. Eligibility: These incentives are offered by Energy Smart Holland BPW to commercial and industrial electric customers installing energy-efficient equipment only. For questions regarding eligibility, call 616-355-1662.
- 2. Incentive Offer: Energy-efficient equipment subject to incentive from Energy Smart Holland BPW must be installed and operational by December 31, 2024. Additionally, invoice(s) related to the equipment upgrade must be submitted to Holland BPW within 30 calendar days of installation (completion) and no later than December 31, 2024. Please keep a copy for your records. Incentives are calculated based on prescriptive incentive rates and shall not exceed 100% of the total cost of equipment, labor, and other associated project costs. Custom projects are not to exceed 100% of costs.
- 3. **Project Documentation Requirements:** Customer will have to provide Energy Smart Holland BPW with the documentation as listed in the instructions (page 1). If Customer does not provide the required project documents to Holland BPW at pre-approval and payment stages, the project may be disqualified from the program. The project may also be disqualified if pre-approval is not received, unless otherwise noted on the application.
- 4. Energy-Efficiency Improvement Qualifications: Increased energy efficiency resulting from peak shaving, programming, demand limiting, or operating schedule changes does not qualify. To qualify, lighting equipment must have a planned minimum usage of 1,800 hours per year. Non-lighting equipment must have a planned minimum usage of 1,500 hours per year. If Customer's equipment does not meet required usage hours per year, an incentive cannot be offered. If Customer has questions or concerns about above qualifications, Customer may contact Energy Smart Holland BPW to discuss.
- 5. Incentive Limit: Incentive applications may receive a maximum of \$150,000, but will not exceed 100% of the customers cost to install the project (enternal labor cost cannot be counted. Projects anticipated to save more than 1,000,000 kWh should contact EnergySmart@hollandbpw.com to determine their applicable incentive limit.

6. Compliance:

- a. All projects must comply with applicable federal, state and local laws.
- b. All equipment must be new.
- c. The purchase and installation of used equipment is not eligible for incentives. Existing equipment must be removed and/or permanently disconnected.
- d. Equipment must meet specification requirements as defined in application Worksheets and Equipment Guidelines.
- e. All projects must be retrofit/replacement installation in an existing building (not available for new construction unless noted otherwise).
- 7. Payment: Approved Final Applications will receive payment within 45 calendar days of signed payment approval. Incomplete applications will either delay payments or result in denial of application approval. Energy Smart Holland BPW reserves the right to refuse payment and disqualify Customer from participating in the program if the customer or their contractor violates any program Terms and Conditions. The qualified equipment must be installed and operating for the rated life of the product(s) or for a period of three (3) years from receipt of rebate, whichever is more. If the qualified equipment is removed or replaced with less efficient equipment, or if Customer ceases to be a customer of Holland BPW during the three (3) years, Customer shall refund a prorated amount of rebate dollars, based on the time installed, within thirty (30) days of receipt of notice from Energy Smart Holland BPW.
- 8. Inspection: Holland BPW staff may conduct inspection(s) of the project site to survey existing conditions and/or newly installed equipment.
- 9. Publicity: Energy Smart Holland BPW reserves the right to publicize Customer's participation in this program unless Customer specifically requests otherwise in writing.
- 10. Program Discretion: Incentives are available on a first-come, first-served basis. Incentive amounts and offerings are subject to change and/or termination without notice and at the discretion of Energy Smart Holland BPW.
- 11. Disclaimers: Energy Smart Holland BPW:
 - a. does not endorse any particular manufacturer, product, labor or system design by offering this program;
 - b. is not responsible for any tax liability imposed on the customer as a result of the payment of incentives. Energy Smart Holland BPW is tax exempt;
 - c. does not expressly or implicitly warrant the performance of installed equipment or contractor's quality of work (contact your contractor for detailed warranties);
 - d. is not responsible for the proper disposal/recycling of any waste generated as a result of this project;
 - e. is not liable for any damage caused by the installation of the equipment and/or for any damage caused by the malfunction of the installation of the equipment.
- 12. Indemnification: Customer shall, to the fullest extent permitted by law, indemnify and hold harmless Energy Smart Holland BPW, their officers, agents and employees from and against all losses and litigation expenses arising out of or resulting from the performance of work hereunder and caused, in whole or in part, by any act or omission of Contractor. Energy Smart Holland BPW shall further be entitled to all costs (which include both internal and external) incurred in the process of enforcing this or any other provision under this Agreement. This provision is not intended and is not to be construed as a waiver of the defense of governmental immunity otherwise available nor is it intended to grant third party beneficiary status to any person or entity.
- 13. Governing Law: This agreement is construed in accordance with Michigan law, without regard to conflict of laws, provisions, and venue and is in Ottawa County and Allegan County, Michigan.
- 14. Intellectual Property: No rights in copyright, patents, trademarks, trade secrets, or other intellectual property are granted to contractor and/or subcontractor except as expressly provided under these Terms. Contractor and/or subcontractor will not register or use any mark and/or internet domain name that contains any Holland BPW intellectual property.