

Thank you for participating in the CenterPoint Energy Building Optimization Program! Refer to the information below to ensure you are eligible and your application is complete. Please retain a copy of your completed application and all invoices for your records.

Important: Projects must be pre-approved by CenterPoint prior to building optimization study initiation. Allow up to four weeks to receive the pre-approval notice. Projects may not be initiated prior to pre-approval by CenterPoint.

Need help?

For assistance completing this application email BuildingOptimizationIN@CenterPointEnergy.com

What you will need

- Your CenterPoint natural gas and electric account number
- Total annual kWh, savings estimate, study provider information and study cost

How to participate

Step 1: Eligibility

Applicant

The applicant must be a current CenterPoint Energy of Indiana ("CenterPoint Energy") electric business customer.

- For electric-saving project(s), applicant must be non-residential electric customer.
- CenterPoint customers who have elected to opt out of participating in CenterPoint's energy efficiency programs are not eligible.

Step 2: Application and approval

Complete application. Unless noted otherwise, all required information must be provided.

Attach utility analysis. The study provider is encouraged to utilize the best tools at their disposal. A utility analysis spreadsheet is available upon request to aid in the calculation of the items in the application. All calculations must be submitted with the application.

Submit application. Submit your completed application and a copy of all project documentation.

- Use the submit button on the last page of this application or
- Email to BuildingOptimizationIN@CenterPointEnergy.com

(Note: be sure to include all documents as email attachments.)

Allow four weeks to receive the pre-approval notice.

Receive pre-approval. You will receive a pre-approval notice from CenterPoint once your building optimization application has been pre-approved.

Begin work. Initiate the study for your project once you receive your pre-approval notice.

Step 3: Study

Work with your approved study provider to complete the site visit and measure identification. Your study provider will analyze your BAS trend data and assemble a study report for your review, inclusive of controls and whole building recommendations. After the report is approved by CenterPoint, you'll meet with your study provider and CenterPoint program administrator to review the recommendations and select the ones you would like to move forward with. Please note, all measures under a 24-month payback must be implemented.

Step 4: Implementation

Work with your desired controls vendor to implement measures identified from the study.

Step 5: Measurement and verification

- Share itemized invoices with CenterPoint
- Share trending data with CenterPoint
- Your admin staff will compile a final measurement and verification report to quantify final savings for your project.

Step 6: Incentive payment

You'll receive your implementation check from CenterPoint. This will be \$0.04/kWh based on the final verified savings from the measurement and verification report, capped at your implementation cost or \$300,000, whichever is less.



Building Optimization Program Application

for Indiana businesses

Customer and contact information

Who should CenterPoint Energy contact with questions? Customer Study provider

Customer information

Name of business (as shown on your CenterPoint bill)

Contact name Contact title

Contact phone Contact email address

Contact address City State ZIP Code

Customer tax information

Customer name (as shown on your income tax return) Customer business name (if different from above)

Contact address City State ZIP Code

Federal tax classification (check one) If 'LLC' is checked in the previous box, please select the tax classification

- Individual / Sole Proprietor
- C-Corporation
- S-Corporation
- Partnership
- Trust/Estate
- Limited Liability Company (LLC)
- C-Corporation
- S-Corporation
- P-Partnership
- Tax Exempt

Federal (9-digit) Taxpayer Identification Number (TIN) (XX-XXXXXXX)

Study provider information

Company name

Contact name

Contact title

Contact phone

Contact email address

Contact address

City

State

ZIP Code

Facility information

Project name

Customer business name (if different from above)

Project address (May be different than customer address)

City

State

ZIP Code

Predominant Facility Use:

Inpatient healthcare

Retail

Other

Outpatient healthcare

Higher education

Medical office

K-12 education

General office

Laboratory

Mixed use

Other



Building Optimization Program Application

for Indiana businesses

Project information

All information must be complete for the project to be considered for the program. A utility analysis spreadsheet is available upon request to aid in the calculation of the items below. However, the study provider is encouraged to utilize the best tools at their disposal. All calculations must be submitted with this application for review.

Please submit all requests to BuildingOptimizationIN@CenterPointEnergy.com

Utility information

Primary CenterPoint account number

Primary natural gas utility account number

CenterPoint service / meter number(s)

Additional natural gas utility account number

Customer name as it appears on the bill

Customer name as it appears on the bill

Aggregate annual electric consumption (kWh)

Aggregate annual natural gas consumption (Therms)

Peak demand (kW)

Benchmarking

Energy usage intensity (kBtu/SF)

ENERGY STAR® score (if applicable)

Median energy usage intensity (kBtu/SF) (for properties in same category with ENERGY STAR® score of 50) (as determined by ENERGY STAR® Score or CBECS for the predominant building use)

Utility analysis

Balance point, cooling

Balance point, heating

Percent annual weather-dependent electricity consumption (%)

Percent annual weather-dependent natural gas consumption (%)

Facility information

Facility area (SF)

HVAC system description

(major equipment, water-side equipment, air-side equipment, unique features, variable vs. constant speed, etc.)

Type of HVAC system

(systems or equipment controlled by system, digital vs. pneumatic vs. unitary controls, trending capabilities, major sequences currently incorporated, etc.)

Upcoming building systems capital projects

(major equipment replacements or upgrades, controls systems upgrades, envelope or lighting improvements, etc.)

Project savings goals

Annual electric savings (kWh)

Annual total energy savings (kBtu)

Anticipated incentive: (annual electric savings (kWh) x \$0.04/kWh).



Building Optimization Program Application

for Indiana businesses

Sign application

By signing below, I certify that:

1. As the customer representative, I have the authority to bind the customer to the program agreement;
2. I have read, understand and agree to be bound by and comply with the terms set forth, herein and such other terms as set forth in the CenterPoint Energy program terms and conditions;
3. The information provided to CenterPoint or administrative staff in and as part of this application is accurate and complete and I will notify CenterPoint immediately of any changes to the information.
4. The number shown on this form is my correct federal taxpayer identification number (or I am waiting for a number to be issued to me) and
5. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding;
6. I am a U.S. citizen or other U.S. person.

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Customer representative signature

Printed name

Title

Date

Study provider signature

Printed name

Title

Date

Don't forget to attach your documentation

Ensure you have attached copies of all project documentation, including a project description and an itemized cost estimate and all calculations, assumptions and formulas used to determine savings. Once finished, either submit your application electronically by selecting the submit application button below or email directly to BuildingOptimizationIN@CenterPointEnergy.com

Submit application

Program agreement

The terms and conditions set forth herein, including all attachments and incorporated references, constitute a complete statement of the terms and conditions applicable to the program and supersede all prior representations or understandings, whether written or oral. CenterPoint Energy and administrative staff shall not be bound by or be liable for any statement, representation, promise, inducement or understanding of any kind that is not set forth herein.

Program rebate. Payment of a final incentive amount will be based on CenterPoint's review of the completed project and satisfaction of all eligibility and Program requirements, including without limitation, verified energy savings and project cost-effectiveness and may differ from the pre-approved incentive amount. Any amount in excess of the pre-approved incentive amount will be subject to availability of program funds. The study provider incentive is up to 75% of the study cost. The customer incentive is \$0.04 per kilowatt-hour (kWh) verified on opportunities identified and implemented as a result of the study, capped at 100% of the implementation cost or \$300,000, whichever is less.

Environmental attributes

Customer agrees to transfer to CenterPoint all "environmental attributes" attributable to the energy efficiency projects or its operation. Environmental attributes include any and all credits, benefits, emissions reductions, offsets and allowances, howsoever entitled, resulting from the avoidance of the emission of any substance into the air, soil or water at or by CenterPoint generating facilities through reduced generation of energy or other savings or offsets on account of the energy efficiency project(s). Customer will not claim ownership of any environmental attributes. As long as customer at the same time states the energy efficiency project(s) was made possible with funding from CenterPoint, customer may claim that it is facilitating the production of the environmental attributes attributable to the energy efficiency project(s).

Overview

Customer agrees to participate in collaboration with CenterPoint and the building optimization administrator (collectively, "admin staff"). Customer agrees to select a building optimization study provider who is approved by admin staff ("study provider"), to perform the building optimization study ("study"). The CenterPoint building optimization offering is intended to incentivize a study aimed at identifying potential low-cost or no-cost energy savings measures with rapid return on investment that can be implemented in a time frame as further described herein. Capital intensive energy projects such as major equipment replacement, lighting, process or plug loads, will also be investigated as part of the study. The project must have the ability to manage systems operation relative to energy efficiency via a direct digital controls system or equivalent with a computerized interface and must have a quantifiable opportunity to reduce energy consumption. Facilities shown to have limited controls capabilities (e.g. programmable thermostats or simple unit-mounted controls) and/or facilities shown to be high-performers relative to peer buildings are unlikely to be good candidates for this program. Energy savings measures shall not consist of preventative maintenance repairs, including but not limited to coil cleaning, filter changes or other repairs required to ensure proper equipment operation or prevent equipment damage.

Program agreement and customer commitment

The program offers the study provider incentive of up to 75% of the study cost. The customer incentive is \$0.04 per kilowatt-hour (kWh) verified on opportunities identified and implemented as a result of the study, capped at 100% of the implementation cost or \$300,000, whichever is less.

Application

As part of the incentive application, the study provider will identify a fixed-fee for the building optimization study, thereby establishing the final and full cost of study provider's services to perform the study ("study cost"). The application must also identify an electricity savings goal for the project ("application savings"), based upon a preliminary building assessment and detailed utility analysis. The study cost divided by the application savings will establish the per-kWh savings ratio ("project cost ratio") that will be used, in conjunction with other factors, to evaluate the project's viability.

The utility analysis should follow the program utility analysis guideline, as provided by admin staff and must be submitted to CenterPoint in conjunction with the incentive application. Admin staff will review incentive applications in comparison to a cost/benefit model related to study cost versus target electricity savings. Admin staff will approve or deny incentive applications according to whether the stated project details and energy savings goal align with the cost/benefit model. In no case will a study conducted without prior approval be eligible for an incentive.

Program agreement

RCx study phase

Study provider will complete a study for the purpose of identifying potential measures within project. The results of the study will be compiled by study provider into a formal written report ("study report") and provided to admin staff.

The study report must follow the building optimization study report template, as provided by admin staff upon incentive application approval and the study report shall be completed within 60 days of the date of incentive application approval. The study provider incentive will be calculated based on the estimated savings associated with measures selected for implementation by the customer ("study savings"). In conjunction with submitting the study report, study provider is required to submit all supporting calculations and pre-implementation data used in calculating proposed measures described in the study report. There shall be at minimum two weeks of pre-implementation data to support all calculations and recommendations. A completed study shall consist of a study report developed from a site visit and investigation of the facility as well as an equipment review, energy saving measures and cost/payback of measures.

Upon study report approval by admin staff, study provider will present the study report to customer. Study provider, customer and admin staff shall meet to mutually agree upon measures to be implemented by customer.

Customer is expected to implement measures with a simple payback less than or equal to 24-months and any measures with a payback greater than 24-months mutually deemed viable by customer, study provider and admin staff ("energy conservation measures"). For the purposes of determining which measures customer must implement, simple payback period shall be calculated by dividing the implementation cost by the first-year natural gas and electricity savings, both of which must be identified in the study report. Energy conservation measures will be identified in the prioritization matrix within the study report and signed-off by all three parties within five business days of the study report presentation meeting.

In the event the study uncovers significant operational or other deficiencies related to health, life safety or code requirements, admin staff reserves the right to adjust savings estimates to reflect baseline conditions that represent operation and maintenance of project at a level consistent with industry standards.

Measure implementation phase

Customer must fully implement energy conservation measures within a period of up to 12-weeks as agreed upon during the study report presentation meeting, unless otherwise approved by admin staff. The implementation period shall begin on the day of the study report presentation meeting regardless of when customer signs a prioritization matrix. Study provider is required to assist customer and additional third parties, including but not limited to contractors or installers, in the implementation of energy conservation measures. In the event customer elects to not implement selected energy conservation measures, customer may be required to reimburse CenterPoint for all or part of the study provider incentive paid to study provider by CenterPoint.

Post-implementation phase

Admin staff will facilitate measurement and verification ("M&V") to confirm energy conservation measure savings. Where deemed necessary by admin staff, temporary electrical sub-metering will be installed on certain building equipment to aid in the measurement of the realized savings. Admin staff will determine the amount of time required for M&V based upon project complexity and timing of incentive application submission. Notwithstanding the foregoing, M&V will commence upon conclusion of the measure implementation period and the duration of M&V shall be a minimum of 30-days. Customer and study provider are required to assist admin staff in performing M&V including, but not limited to, obtaining facility access, gathering controls trend data, confirming installation of equipment or sensors and assisting in manipulation of the controls system to demonstrate proper implementation of energy conservation measures. Admin staff will prepare and provide to customer and study provider a formal written report of measurement and verification findings ("M&V report").