



Business Program



Rev07PY4AmerenIllinoisBusinessHVAC

Clarifications for this PDF (Hard Copy) version of this "Standard" project guide for the Ameren Illinois ActOnEnergy® business program

This project guide is valid through **May 31, 2012***

This application is also available in an Excel format from the ActOnEnergy.com web site. This PDF version must be printed and completed by hand (the Excel version can be completed electronically). Select the format that you are most comfortable using.

To determine if your facility and/or project are eligible, and for directions on how to fill out this application, see the next page.

The "TABS" referenced on the next page (Read Me Page) refer to pages in this document, as outlined below:

Read Me Tab (next page - includes directions)

Application for Pre-approval ("Green Tab") - must be submitted with pre-approval application

Customer and Ally Info ("Green Tab") - must be submitted with pre-approval application

Eligibility Criteria ("Green Tab") - lists measures that fall under the Standard HVAC program, and their eligibility criteria

Incentive Calculation ("Green Tab") - form to use to determine the incentive money for your project - must be submitted with your application

Required Documentation (for pre-approval) ("Green Tab") - must be submitted with pre-approval application

Incentive Payment Request ("Yellow Tab") - must be submitted with your final paperwork, when the project is complete

Terms and Conditions (last page)

The page/tab "name" is indicated in the bottom right-hand corner of the footer of the printed version of this document, and also in the blue bar just under the page header.

The "supplemental" documentation ("blue tabs") includes:

- Landlord Consent Form (required if you are a tenant)
- Payment Release Authorization (required if the incentive is to be paid to someone other than the Ameren customer listed on the application)
- Large Incentive Request Form (required if your incentive request is greater than \$25,000).

These "supplemental" documents can be found on the ActOnEnergy.com web page in the forms library. <http://www.actonenergy.com/for-contractors/act-on-energy-forms-library/>

*Newer versions posted to the web site supersede all previous versions. The revision number is listed just below the Ameren Illinois logo on each page ("Rev##....."). If you received pre-approval, the version of the application that was available at the time you submitted your pre-approval application will apply. If you did not obtain pre-approval, the version of the application that corresponds with the invoice dates of your equipment purchases will apply.

Mail/Fax/E-mail Incentive Application and Payment Request to:

Ameren Illinois, ActOnEnergy Business Program

300 Liberty Street, Peoria, IL 61602 • Fax: 1.309.677.7950 • ActOnEnergyProjects@Ameren.com

Questions: call toll free: 1.866.800.0747 • ActOnEnergyBusiness@Ameren.com • [ActOnEnergy.com](http://www.actonenergy.com)

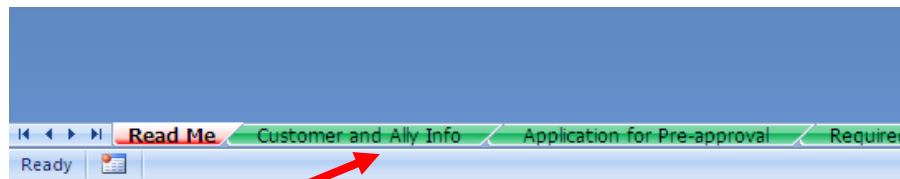
This workbook contains the **Standard HVAC/Water Heaters** project guide for the **Ameren Illinois** ActOnEnergy® business program

This project guide is valid through **May 31, 2012***

Green tabs must be completed when submitting an application for **pre-approval** (*Customer and Ally Info, Application, Incentive Calculation, Tune-up Certification, and Required Documentation*)

Yellow tab - contains the directions, and paperwork to submit when your **project is complete** (*Incentive Payment Request*)

Blue tabs may or may not be required with your application - check each tab for requirements (*Landlord Consent, Payment Release, Large Incentive Request Form*)



The colored tabs are located at the bottom of the page

There is also a PDF version of this project guide available on the web site - if you prefer not to use this Excel version

FOUR Easy Steps to receive your Ameren Illinois cash incentive:

1. Is your facility eligible?

- * Equipment must be new and installed at a business or commercial/industrial building – including Not-for-Profit organizations.
- * Public buildings such as units of local government, municipalities, public school districts, and community colleges are not eligible under this program but should contact the Illinois Department of Commerce and Economic Opportunity (DCEO) (illinoisenergy.org) to apply through their program.
- * You may apply for up to \$600,000 of incentive money for electric saving projects, and up to \$200,000 for gas saving projects per program year (June 1st through May 31st), per facility (see the Terms and Conditions).
- * Building tenants are eligible for incentive money, as long as the building owner signs the Landlord Consent form.
- * Applicants for **electric** incentives must be a non-residential electric customer of Ameren Illinois (electric delivery service rates DS-2, DS-3, DS-4, or DS-5) and have a Rider EDR surcharge on their Ameren Illinois bill (DS-5 customers are only eligible for exterior lighting measures, and only if their exterior lighting is not Ameren owned).
- * Applicants for **gas** incentives must be a non-residential gas customer of Ameren Illinois (gas delivery service rates GDS-2, GDS-3, GDS-4, or GDS-5) and have a Rider GER surcharge on their Ameren Illinois bill.

2. Is your project eligible?

- * The Incentives are intended to support projects that are energy-efficient designs or install new premium-efficiency, high-performance equipment.
- * Equipment must meet the eligibility criteria listed on the "Eligibility Criteria" tab
- * Project completion date must be on or after June 1, 2011, and before June 1, 2012.

3. Complete and submit this Application for PRE-APPROVAL (green tabs)

Approval from Ameren Illinois is **REQUIRED BEFORE** any commitment to project installation or purchase is made (including generating POs) for all projects with incentive requests greater than \$10,000. See the Terms and Conditions of this project guide for details.

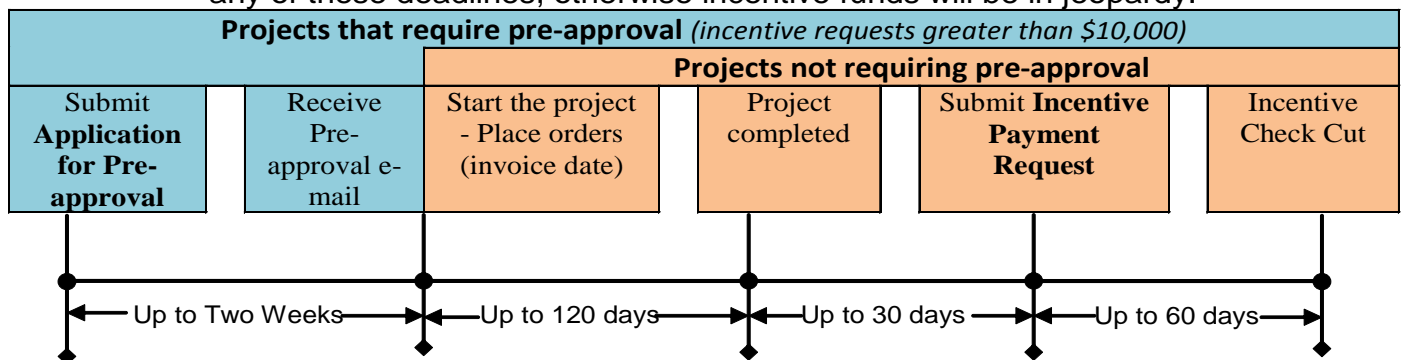
- * The information requested on the blue tabs of this workbook may or may-not be required with your application - please check each tab.
- * Anyone may fill out the application, but the signature of the Ameren Illinois customer is required on the "Application for Pre-approval" and the "Incentive Payment Request" tabs.
- * Submit this workbook (electronic or hard copy) with all the required information from the green tabs, and any of the blue tabs that are required by your project, via fax, e-mail or U.S. mail (addresses are at the bottom of each worksheet).
- * Include summary design documents and/or manufacturer's technical specification sheets ("cut sheets") for each type of eligible equipment purchased (see "Required Documentation" tab for listing of minimum requirements).
- * You will receive an e-mail confirming we received your application.
- * After your Pre-Approval application has been approved you will receive an e-mail to notify you may begin work.

4. Submit Incentive Payment Request documentation upon project completion (yellow tab)

- * After you have completed your project (installed and operational), return a copy of the "Incentive Payment Request" form (yellow tab), and the required documents, as indicated on that form, to ActOnEnergy.
- * Upon receipt of completion documentation (which is due within 30 days of your project Completion Date – as specified in your pre-approval letter), ActOnEnergy staff may conduct a post-installation inspection for verification purposes.

Typical Timeline for “Non-Custom” Projects

NOTE: It is up to the customer to notify ActOnEnergy if there is anticipation of missing any of these deadlines, otherwise incentive funds will be in jeopardy.



Standard (non-Custom) applications that have incentive requests under \$10,000 are not required to obtain pre-approval. However, if you are submitting to reserve funds (and your incentive request is less than \$10,000), the application **will not** undergo a technical review. Rather, your application will be reviewed at an administrative level and an acknowledgement e-mail with an Estimated Incentive Letter will be issued. It is up to you to confirm your project meets the eligibility criteria. If you have specific questions about eligibility, please call us and we will assist you.

*Newer versions posted to the web site supersede all previous versions. The revision number is listed just below the Ameren Illinois logo on each page ("Rev##....."). If you received pre-approval, the version of the project guide that was available at the time you submitted your pre-approval application will apply. If you did not obtain pre-approval, the version of the project guide that corresponds with the invoice dates of your equipment purchases will apply.

Mail/Fax/E-mail Incentive Application and Payment Request to:

Ameren Illinois, ActOnEnergy Business Program
 300 Liberty Street, Peoria, IL 61602 • Fax: 1.309.677.7950 • ActOnEnergyProjects@Ameren.com
Questions: call toll free: 1.866.800.0747 • ActOnEnergyBusiness@Ameren.com • ActOnEnergy.com



Business Program
Standard HVAC/Water Heater Application



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APPLICATION FOR PRE-APPROVAL

Pre-approval is required for Standard projects only if the request is greater than \$10,000. If your incentive request is less than \$10,000 you may submit a "pre-approval" application to reserve funds but the application will not undergo a technical review. Rather, your application will be reviewed at an administrative level and an acknowledgement e-mail with an Estimated Incentive Letter will be issued. It is up to you to confirm your project meets the eligibility criteria.

To submit your Standard application for pre-approval, complete and submit all the items in this checklist, complete the fields below, and "sign" the form. Submit your application via any of the options listed on the bottom of the page.

- Complete all fields in the Customer and Ally Information tab
Complete applicable fields in the Incentive Calculation tab
Required Project Documentation (as specified on the Requirement Documentation tab)
Manufacturer's cut sheets for the energy saving equipment you are installing (as required)

SUPPLEMENTAL DOCUMENTATION

- Landlord Consent Form (required, if you are a tenant)
Incentive Payment Release authorization (required if the incentive should be paid to someone other than you)
Large Incentive Request Form (required if your incentive request is greater than \$25,000).

It could take up to two weeks to process this pre-approval application. Do not make any purchases or commitments to purchase equipment until you receive your pre-approval e-mail.

If you are considering changes to your scope of work (after receiving pre-approval) it is imperative that you contact your Technical Reviewer. The ActOnEnergy representative will provide information on how these changes will impact your savings/incentive and the necessary steps required to request incentive changes.

Requested incentive amount
(per the incentive calculation tab)

Project estimated completion date (mm/dd/yy) - include "-" or "/"

Estimated lead time for major equipment weeks

Company Name (Ameren Illinois customer):

Contact Person (print/type):

Customer Contact Signature:
(checking the box below, and typing your name here constitutes a valid electronic signature)

By checking this box and signing above, I indicate that I have read, understand, and agree with the Terms and Conditions. (Applications will not be accepted as "complete" unless this box is checked.)

Date signed: (mm/dd/yy) - include "-" or "/"

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CUSTOMER AND PROJECT INFORMATION

AMEREN ILLINOIS CUSTOMER INFORMATION
(in the electronic version, complete all the yellow cells)

Company Name:	Tax Status: <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Exempt	Ameren Illinois Electric Acct #: -----	Ameren Illinois Gas Acct #: -----
Tax ID (SSN/FEIN):			
Mailing Address (check mailed to):	City:	State:	Zip Code:
Contact Name/Title:			
E-mail Address:	Telephone:	Extension:	Fax:
Physical Installation Address (if different from above):	City:	Zip Code:	
Check one: <input type="checkbox"/> Owner <input type="checkbox"/> Tenant (If tenant, complete the Landlord Consent Form (Landlord Consent tab))			
Name of the person(s) who referred you to the ActOnEnergy incentive application for this energy-efficient project:		Name of Referring Contractor/Program Ally:	
Name of Referring Ameren Illinois or ActOnEnergy employee:			

CONTRACTOR/PROGRAM ALLY INFORMATION - if you are using one

Company Name:	Contact Name/Title:		
Mailing Address:	City:	State:	Zip Code:
E-mail Address:	Telephone:	Extension:	Fax:

FACILITY/PROJECT DESCRIPTION

Facility Type (check ONE, where the work is to be done.): <input type="checkbox"/> Office <input type="checkbox"/> Warehouse/Distribution <input type="checkbox"/> Medical <input type="checkbox"/> Retail/Service <input type="checkbox"/> Restaurant <input type="checkbox"/> Manufacturing/Industrial <input type="checkbox"/> Grocery <input type="checkbox"/> Hotel/Motel <input type="checkbox"/> School/College <input type="checkbox"/> Multiple <input type="checkbox"/> Other (Specify, below) Specify: _____	If Manufacturing/Industrial, specify type: <input type="checkbox"/> Food Processing <input type="checkbox"/> Automotive/Transportation/Infrastructure <input type="checkbox"/> Other (specify below) (Specify "other" - in box to the right)
Facility Size (interior square feet of the whole facility under this account number)	Project Description (check one): <input type="checkbox"/> Replacement of Failed Equipment <input type="checkbox"/> Replacement of Operating Equipment (retrofit) <input type="checkbox"/> Process Improvement

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PROJECT ELIGIBILITY AND INCENTIVES (incentives are based on the new fixtures being installed, not the fixtures removed)				
Seasonal Tune-Ups				
Measure	Code	Eligibility Criteria for Equipment to be Replaced	Eligibility Criteria for Tune-ups	Unit Incentive
Air Conditioner Tune-Up	BPC21	<ul style="list-style-type: none"> Cannot have standing maintenance contract or tune-up within the past 12 months 	<ul style="list-style-type: none"> Minimum 3-ton unit Unitary, rooftop, and split systems only Complete tune-up, as specified in "Tune-up Certification" tab 	\$25 per ton cooling <i>(Up to 50% of the tune-up cost, excluding replacement parts)</i>
Air-cooled Chiller Tune-Up	BPC22	<ul style="list-style-type: none"> Cannot have standing maintenance contract or tune-up within the past 12 months 	<ul style="list-style-type: none"> Complete tune-up, as specified in "Tune-up Certification" tab 	\$8.00 per ton <i>(Up to 50% of the tune-up cost, excluding replacement parts)</i>
Water-cooled Chiller Tune-Up	BPC23	<ul style="list-style-type: none"> Cannot have standing maintenance contract or tune-up within the past 12 months 	<ul style="list-style-type: none"> Complete tune-up, as specified in "Tune-up Certification" tab 	\$4.00 per ton <i>(Up to 50% of the tune-up cost, excluding replacement parts)</i>
Gas Boiler Tune-Up	BPH1	<ul style="list-style-type: none"> Cannot have standing maintenance contract or tune-up within the past 12 months 	<ul style="list-style-type: none"> Complete tune-up, as specified in "Tune-up Certification" tab 	\$150-\$1,200 <i>(Up to 100% of the tune-up cost, excluding replacement parts)</i>
Gas Forced-Air Furnace Tune-Up	BPH2	<ul style="list-style-type: none"> Cannot have standing maintenance contract or tune-up within the past 12 months 	<ul style="list-style-type: none"> Complete tune-up, as specified in "Tune-up Certification" tab 	\$50-125 <i>(Up to 100% of the tune-up cost, excluding replacement parts)</i>
New Heating Equipment				
Gas Boiler Replacement	BPH3	<ul style="list-style-type: none"> Must replace an existing natural gas fueled boiler Existing equipment may be steam 	<ul style="list-style-type: none"> Hot water only (no steam) less than 300 kbtuh input - AFUE 85% minimum 300+ kbtuh input - minimum 85% thermal efficiency must be listed on the AHRI web site* 	\$400-\$3,000 per unit
	BPH4	<ul style="list-style-type: none"> Must replace an existing natural gas fueled boiler Existing equipment may be steam 	<ul style="list-style-type: none"> Hot water only (no steam) less than 300 kbtuh input - AFUE 90% minimum 300+ kbtuh input - minimum 90% thermal efficiency must be listed on the AHRI web site* 	\$800-\$6,000 per unit
Gas Furnace Replacement	BPH5	<ul style="list-style-type: none"> Must replace an existing natural gas fueled furnace 	<ul style="list-style-type: none"> minimum 90% AFUE must be listed on the AHRI web site* 	\$200-\$400 per unit
	BPH6	<ul style="list-style-type: none"> Must replace an existing natural gas fueled furnace 	<ul style="list-style-type: none"> minimum 92% AFUE must be listed on the AHRI web site* 	\$300-\$600 per unit
	BPH7	<ul style="list-style-type: none"> Must replace an existing natural gas fueled furnace 	<ul style="list-style-type: none"> minimum 94% AFUE must be listed on the AHRI web site* 	\$400-\$800 per unit
HVAC Controls				
Variable Frequency Drive on HVAC Motor	BPC20	<ul style="list-style-type: none"> New installations only 	<ul style="list-style-type: none"> Used in conjunction with pumping or air handling applications Minimum 2,000 hours annual operation May not control motor over 500 hp Must be installed on an AC motor (DC motors are not eligible) Redundant/Backup units do not qualify 	\$90 per hp Controlled <i>(Incentive may not exceed 75% of the project cost)</i>
Water Heaters				
High Efficiency Tanked Water Heater (electric)	BPWH1	<ul style="list-style-type: none"> Replace ELECTRIC commercial-grade tanked water heater with 50 or more gallon storage capacity and input wattage between 12 and 54kW Energy factor less than or equal to 0.90, or water heater is five or more years old 	<ul style="list-style-type: none"> New Equipment must be electric powered Energy factor greater than or equal to 0.95 Minimum Thermal Efficiency of 0.98 Less than 3% standby loss (standby loss is calculated as a percentage of annual energy usage) Equivalent storage capacity to unit being replaced must be listed on the AHRI web site* 	\$150/heater

High Efficiency Tankless Water Heater (gas or electric)	BPWH2	<ul style="list-style-type: none"> Replace ELECTRIC commercial-grade tanked water heater 50 or more gallon storage capacity Energy factor less than or equal to 0.90, or water heater is five or more years old 	<ul style="list-style-type: none"> New equipment must be electric powered Multiple new units may be installed to meet the demands supplied by the existing tanked unit. Energy factor greater than or equal to 0.98 must be listed on the AHRI web site (tankless models can be found in the residential section of the web site)* Instantaneous water heater with greater than or equal to 5 GPM output at 70° F temperature rise To apply for incentives for units over 200 kbtuh input, you must use the Custom application 	\$300/heater
	BPWH3	<ul style="list-style-type: none"> Replace GAS commercial-grade tanked water heater 50 or more gallon storage capacity Energy factor less than or equal to 0.60, or water heater is five or more years old 	<ul style="list-style-type: none"> New equipment must be gas powered Multiple new units may be installed to meet the demands supplied by the existing tanked unit. Must be listed on the AHRI web site (tankless models can be found in the residential section of the web site)* OR be ENERGY STAR certified. Instantaneous water heater with 5 or more GPM output at 70° F temperature rise To apply for incentives for units over 200 kbtuh input, you must use the Custom application 	\$1,200/heater
High Efficiency Condensing Tanked Water Heater (gas)	BPWH4	<ul style="list-style-type: none"> Replace GAS commercial-grade tanked water heater 50 or more gallon storage capacity Energy factor less than or equal to 0.60, or water heater is five or more years old Input greater than or equal to 75 MBTUH 	<ul style="list-style-type: none"> New equipment must be gas powered Thermal efficiency greater than or equal to 90% must be listed on the AHRI web site* Equivalent storage capacity to unit being replaced 	\$300/heater
High Efficiency Tanked Water Heater (gas)	BPWH5	<ul style="list-style-type: none"> Replace GAS commercial-grade tanked water heater 50 or more gallon storage capacity Energy factor less than or equal to 0.60, or water heater is five or more years old Input greater than or equal to 75 MBTUH 	<ul style="list-style-type: none"> New equipment must be gas powered Equivalent storage capacity to unit being replaced Thermal efficiency must be greater than or equal to 80% must be listed on the AHRI web site* <p>~Less than 80 gallon capacity - max 989 btuh losses OR ~80-99 gallon capacity - max 1,107 btuh losses OR ~100 or more gallon capacity - max 1,084 btuh losses</p>	\$150/heater

Other Energy-Efficient HVAC Upgrades

There are many other eligible energy-efficient measures that are not listed here – those measures might be eligible under the Act On Energy **Standard Incentive Programs**, the **On-line Store**, or the **Custom Program**. Custom measures include projects such as:

- Electric heat
- Dehumidifiers
- Geothermal heating and cooling
- Water cooled chillers
- Unitary and split air conditioning systems and air source heat pumps
- Air cooled chillers
- PTAC/PTHP units

Please call us to discuss the eligibility.

*<http://www.ahridirectory.org/ahridirectory/pages/home.aspx> (click on the appropriate product in the Commercial section)

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HVAC PROJECT CALCULATIONS AND INFORMATION							
HVAC - TUNE UPS							
Code	Description	Capacity (A)	Incentive (B)	Calculated Incentive (C)	Tune-up Cost* (D)	50% of Tune-up cost (E)	Requested Incentive*
BPC21	Air Conditioner Tune-up	Tons	\$25/ton cooling	\$ (AXB) - \$	-	\$ (D X 0.50) -	\$ Lesser of (C) and (E) -
BPC22	Air-Cooled Chiller Tune-up	Tons	\$8/ton cooling	\$ (AXB) - \$	-	\$ (D X 0.50) -	\$ Lesser of (C) and (E) -
BPC23	Water-Cooled Chiller Tune-up	Tons	\$4/ton cooling	\$ (AXB) - \$	-	\$ (D X 0.50) -	\$ Lesser of (C) and (E) -
Code	Description	Size Range (enter qty of units) (A)	Actual Unit Size (in kbtuh input)	Incentive (B)	Calculated Incentive (C)	Tune-up Cost* (D)	Requested Incentive*
BPH1	Gas Boiler Tune-up	up to 299 kbtuh input		\$150	\$ (AXB) - \$		\$ Lesser of (C) and (D) -
		300-499		\$300			
		500-999		\$500			
		1,000-1,699		\$900			
		1,700-1,999		1,200			
NA	2,000+	Custom**					
BPH2	Gas Forced-Air Furnace Tune-up	40 kbtuh - 140 kbtuh input		\$50	\$ (AXB) - \$		\$ Lesser of (C) and (D) -
		141 kbtuh - 225 kbtuh input		\$125			
HVAC - VFDs							
Code	Description	Capacity (total hp) (A)	Incentive (B)	Calculated Incentive (C)	VFD Project Cost* (D)	75% of Project cost (E)	Requested Incentive
BPC20	Variable Frequency Drive on HVAC Motors		\$90/hp controlled	\$ (AXB) - \$	-	\$ (D X 0.75) -	\$ Lesser of (C) and (E) -
HEATING - EQUIPMENT REPLACEMENT							
Code	Description	Mfg and Model of New Equipment***	Size Range (kbtuh input)	Actual Unit Size (in kbtuh input)	Quantity (A)	Incentive (B)	Incentive Requested (A X B)
BPH3	Gas Boiler Replacement (AFUE 85% minimum)		up to 299			\$400	\$ -
			300-499			\$600	
			500-999			1,000	
			1,000-1,699			2,000	
			1,700-1,999			3,000	
	2,000+			NA	Custom**		
BPH4	Gas Boiler Replacement (Thermal Efficiency 90% minimum)		up to 299			\$800	\$ -
			300-499			\$1,200	
			500-999			2,000	
			1,000-1,699			4,000	
			1,700-1,999			6,000	
	2,000+			NA	Custom**		
BPH5	Gas Furnace Replacement (90% AFUE minimum)		40 - 140			\$200	\$ -
			141 - 225			\$400	\$ -
BPH6	Gas Furnace Replacement (92% AFUE minimum)		40 - 140			\$300	\$ -
			141 - 225			\$600	\$ -
BPH7	Gas Furnace Replacement (94% AFUE minimum)		40 - 140			\$400	\$ -
			141 - 225			\$800	\$ -

WATERS HEATERS

Code	Description	Capacity of the existing water heater (enter quantity)	Capacity of the new water heater	Quantity of Units (A)	Unit Incentive (B)	Total Incentive (A X B)
BPWH1	High Efficiency Tanked Water Heater (electric)	50-79 gallons (qty)	50-79 gallons	(qty)	\$150/ heater	\$ -
		80-99 gallons (qty)	80-99 gallons	(qty)		
		100+ gallons (qty)	100+ gallon	(qty)		
BPWH2	High Efficiency Tankless Water Heater (electric)	50-79 gallons (qty)		(qty)	\$300/ heater	\$ -
		80-99 gallons (qty)		(qty)		
		100+ gallons (qty)		(qty)		
BPWH3	High Efficiency Tankless Water Heater (gas)	50-79 gallons (qty)		(qty)	\$1,200/ heater	\$ -
		80-99 gallons (qty)		(qty)		
		100+ gallons (qty)		(qty)		
BPWH4	High Efficiency Condensing Tanked Water Heater (gas)	50-79 gallons (qty)	50-79 gallons	(qty)	\$300/ heater	\$ -
		80-99 gallons (qty)	80-99 gallons	(qty)		
		100+ gallons (qty)	100+ gallon	(qty)		
BPWH5	High Efficiency Tanked Water Heater (gas)	50-79 gallons (qty)	50-79 gallons	(qty)	\$150/ heater	\$ -
		80-99 gallons (qty)	80-99 gallons	(qty)		
		100+ gallons (qty)	100+ gallon	(qty)		
REQUESTED INCENTIVE (sum of rows above) - must be at least \$100 to be eligible						\$ -
						TOTAL

*Tune-up incentives are limited to no more than 50% of the tune-up costs for cooling measures, and 100% of the tune-up costs for heating measures (do not include any replacement part costs in the tune-up cost, with the exception of refrigerant/freon - that cost may be include).

** "Custom" indicates this upgrade could be eligible for incentive money but you would need to apply using the Custom application.

***Attach separate sheet if necessary.

Mail/Fax/E-mail Incentive Application and Payment Request to:

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REQUIRED PROJECT DOCUMENTATION

Ameren Illinois requires sufficient project documentation to verify the savings estimates provided in the application. The following serves as guidelines for the minimum required documentation that must accompany your application.

GAS BOILER REPLACEMENT (BPH3 and BPH4)

- A list of equipment and components to be installed, including manufacturers' catalog/model number.
- Manufacturers' specification sheets for all components to be installed.

GAS FURNACE REPLACEMENT (BPH5, BPH6, and BPH7)

- A list of equipment and components to be installed, including manufacturers' catalog/model number.
- Manufacturers' specification sheets for all components to be installed.

TUNE-UPS (Heat and AC)

Supplemental information to be included with **Incentive Payment Request** (Final Paperwork Submission)

- Include a copy of the dated contractor invoices that reflects that the required work (as itemized on the "Tune-Up Certification" tab) was performed. The cost of the tune-up should be detailed on the invoice, as well as the date of the tune-up.

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Contractor Certification of Project Completion for Tune-ups			
Contractor/technician – the business owner must sign the statement below			
<p>I do not currently have, or within the past 12 months I have not had, a maintenance/service agreement for my HVAC equipment (signed by the Ameren Illinois customer, to certify this statement is true).</p> <p>_____</p> <p>(Ameren customer signature - this form must be printed and signed in person by the customer)</p>			
Contractor/technician certification required upon project completion and due with final application for payment.			
<p>By signing this certificate, I attest that the air conditioners/boilers/furnaces listed below have been tuned in a professional manner and tuned to optimize efficiency to the fullest extent; including the requirements listed below. Further, I have confirmed that the customer does not currently have, nor within the past 12 months has had, a maintenance/service agreement with any contractor or firm for their HVAC equipment.</p>			
<p>Make and model number of the Equipment being tuned up (complete a row for each unit):</p>			
	Make	Model	Capacity*
<input type="checkbox"/> AC <input type="checkbox"/> Heat <input type="checkbox"/> AC/Chiller			tons / kbtuh
<input type="checkbox"/> AC <input type="checkbox"/> Heat <input type="checkbox"/> AC/Chiller			tons / kbtuh
<input type="checkbox"/> AC <input type="checkbox"/> Heat <input type="checkbox"/> AC/Chiller			tons / kbtuh
<input type="checkbox"/> AC <input type="checkbox"/> Heat <input type="checkbox"/> AC/Chiller			tons / kbtuh
<input type="checkbox"/> AC <input type="checkbox"/> Heat <input type="checkbox"/> AC/Chiller			tons / kbtuh
<input type="checkbox"/> AC <input type="checkbox"/> Heat <input type="checkbox"/> AC/Chiller			tons / kbtuh
<p>*Indicate the capacity in tons for AC units, or in kbtuh for furnaces and boilers</p> <p>NOTE: Tune-up incentives are limited to no more than 50% of the tune-up costs for cooling measures, and 100% of the tune-up costs for heating measures (do not include any replacement part costs in the tune-up cost, with the exception of refrigerant/freon - that cost may be include).</p>			
<input type="checkbox"/>	<p>Checking here indicates you have provided the Ameren Illinois customer a copy of receipts indicating the required work (listed below) was performed during this tune-up. (This application is incomplete until this box is checked.)</p>		
Company Name:		Date:	
Technician Name:		Title:	
Technician signature:		Technician phone:	

Required Tune-up Work

In order to receive incentives under this program, applications must be accompanied by project documentation - specified below.

Air Conditioner Tune-up (BPC21)

Supplemental information to be included with Incentive Payment Request (Final Paperwork Submission)

coil, fan and compressor measurements, as well as additional labor and parts to improve/repair air conditioner performance. The cost of the tune-up should be detailed on the invoice, as well

Tune-Up shall include (as applicable):

- Check refrigerant charge
- Identify and repair leaks if refrigerant is low
- Measure and record temperature drop at indoor coil
- Clean condensate drain line
- Clean outdoor coil and straighten fins
- Clean and straighten indoor and outdoor fan blades
- Clean indoor coil with spray-on cleaner and straighten fins
- Repair damaged insulation – suction line
- Change air filter
- Measure and record blower amp draw
- Measure and record condenser fan motor amp draw

Air-Cooled Chiller Tune-up (BPC22) and Water-Cooled Chiller Tune-up (BPC23)

- Air cooled condenser coil cleaning
- System pressure check and adjust
- Filter inspect or replace
- Belt inspect or replace
- Economizer condition check and repair
- Contactors condition
- Evaporator condition
- Compressor amp draw
- Supply motor amp draw
- Condenser fan(s) amp draw
- Liquid line temperature
- Sub-cooling and super heat
- Suction pressure and temperature
- Oil level and pressure
- Low pressure controls
- High pressure controls
- Crankcase heater operation
- Condenser tube cleaning
- Evaporator tube cleaning

Gas Boiler Tune-up (BPH1)

Supplemental information to be included with Incentive Payment Request (Final Paperwork Submission)

tune-up CO and O2 test results, as well as additional labor and parts to improve/repair boiler performance. The cost of the tune-up should be detailed on the invoice, as well as the date of

Tune-Up shall include (as applicable):

- 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.

Gas Forced-Air Furnace Tune-up (BPH2)

Supplemental information to be included with Incentive Payment Request (Final Paperwork Submission)

tune-up CO and O2 test results, as well as additional labor and parts to improve/repair furnace performance. The cost of the tune-up should be detailed on the invoice, as well as the date of

Tune-Up shall include (as applicable):

- Clean burners, combustion chamber, and heat exchange surfaces
- Check color of flame and adjust burners if necessary
- Check fan belts and blowers
- Check safety controls
- Check thermostat operation
- Check thermocouple and pilot light assembly
- Check for proper venting
- Inspect and replace filters
- Lubricate all motors

Mail/Fax/E-mail Incentive Application and Payment Request to:

Ameren Illinois, ActOnEnergy Business Program

300 Liberty Street, Peoria, IL 61602 • Fax: 1.309.677.7950 • ActOnEnergyProjects@Ameren.com

Questions: call toll free: 1.866.800.0747 • ActOnEnergyBusiness@Ameren.com • ActOnEnergy.com



Business Program
Standard HVAC/Water Heater Application

Rev07PY4AmerenIllinoisBusinessHVAC

INCENTIVE PAYMENT REQUEST

To request your incentive payment you must return the following to ActOnEnergy after you have completed your project (equipment is operational):

If you are considering changes to your scope of work it is imperative that you contact your Technical Reviewer. The ActOnEnergy representative will provide information on how these changes will impact your savings/incentive and the necessary steps required to request incentive changes.

Select one of the following three scenarios and submit paperwork as requested:

- 1) IF YOU RECEIVED PRE-APPROVAL FOR YOUR PROJECT (your incentive request was greater than \$10,000)
2) IF YOU RECEIVED PRE-APPROVAL FOR YOUR PROJECT (your incentive request was less than \$10,000 - You received an "Estimated Incentive Letter")
3) IF YOU DID NOT RECEIVE PRE-APPROVAL FOR YOUR PROJECT

For all projects:

- Submit a copy of invoices showing the date, place of purchase, model/part numbers of the equipment installed, and the costs.
Submit this completed INCENTIVE PAYMENT REQUEST form, and send it to ActOnEnergy at one of the options listed below.

By signing below, I acknowledge the upgrades at the facility location (as specified in the "Customer and Ally Info") have been completed and are operational.

Company Name (Ameren Illinois customer):

Project number (from pre-approval letter):

Project completion date: mm/dd/yy - include "-" or "/"
(Completion date is defined as the date the newly installed equipment is operational.)

Customer Contact Signature:

(typing your name here constitutes a valid electronic signature)

Date signed: mm/dd/yy - include "-" or "/"

Mail/Fax/E-mail Incentive Application and Payment Request to:

Ameren Illinois, ActOnEnergy Business Program
300 Liberty Street, Peoria, IL 61602 • Fax: 1.309.677.7950 • ActOnEnergyProjects@Ameren.com
Questions: call toll free: 1.866.800.0747 • ActOnEnergyBusiness@Ameren.com • ActOnEnergy.com

TERMS AND CONDITIONS

1. DEFINITIONS: In addition to terms defined elsewhere herein, when any one of the following terms is used in these Terms and Conditions, wherein the first letter is written with a capital letter, then that term shall have the following definition. Words importing persons include corporation, and words importing only the singular include the plural and vice versa when the context requires.

- a) **"Ameren Illinois"** shall mean Ameren Illinois Company d/b/a Ameren Illinois.
- b) **"Application"** shall mean the completed portion of the "Project Guide" used to apply for cash incentives.
- c) **"Competitive Large Project Incentive"** shall mean incentives applied for by submitting the Competitive Large Project Incentive Application. Those applications will go through a competitive bidding process to determine which projects will be awarded incentives.
- d) **"Customer"** shall mean an Eligible Customer who has submitted an Application for incentive money using their account number. The Customer shall become a party to the agreement upon acceptance of Customer's Application by Ameren Illinois.
- e) **"Custom Programs"** shall mean those projects associated with incentives not listed in the Standard Programs (further defined in Section 1-1 below, in these Terms and Conditions).
- f) **"EEM"** shall mean energy efficiency measures.
- g) **"Eligible Customers"** shall mean non-residential electric and/or gas Customers of Ameren Illinois. Each program has different eligibility requirements for Delivery Service rates (DS# for electric, GDS# for gas) to be eligible for that program. Refer to the specific program project guides to determine if your business is eligible for that program. The Ameren Illinois incentive payments are awarded only to Eligible Customers for equipment that is owned by them and installed in the Ameren Illinois service area at the location that corresponds with the Ameren Illinois account number listed in the Application. All Eligible Customers are ultimately responsible for compliance with these Terms and Conditions.
- h) **"Facility"** shall mean a single premise that, in general, consists of a contiguous tract of land separated by nothing more than a street, alley, or railroad right-of-way, where all buildings and/or energy-consuming devices are owned by a single Customer.
- i) **"New Construction"** shall include new construction, remodels, and building additions, as specified on the New Construction project guide.
- j) **"Pre-approval"** shall mean written notification to Customer of a maximum pre-approved incentive amount through a Pre-approval Letter, which Ameren Illinois issues after review of the Customer's Application.
- k) **"Project Guide"** shall mean the downloadable file (Excel or PDF format) that includes: directions for completing the application, eligibility criteria, the application forms to be completed that are used to apply for incentive money, program Terms and Conditions, and any other appropriate application-specific documentation.
- l) **"Qualifying Energy Efficiency Measures (EEMs)"** shall mean either (i) Standard gas or electric EEMs (measures found on any of the Standard Programs project guides: *Lighting, VFD, HVAC, Refrigeration, Lodging, Agriculture, Grocery, and Commercial Kitchens*); or (ii) measures eligible under the Custom Program (including the *Feasibility Study* incentives) approved by Ameren Illinois; (iii) measures found in the *retro-commissioning program*, including *Steam Trap Leak Survey and Repair*, as identified in official program materials found on the ActOnEnergy website; or (iv) measures eligible under the *New Construction* program approved by Ameren Illinois. Technologies that purport to save energy through reduction of voltage, demand, or power conditioning are not Qualifying EEMs. EEMs that displace electrical energy use or natural gas to another fuel (i.e., fuel switching proposals) are not Qualifying EEMs. Other than geothermal projects, renewable energy projects (solar, wind power, etc.) are also not eligible for incentives under this program. Unless explicitly pre-approved, EEMs must be new and covered by warranties. The HVAC and refrigeration tune-up program eligibility requirements are specified in their respective project guides. Natural Gas (gas) incentives do not include propane or butane measures.
- m) **"Standard Programs"** shall mean those projects associated with Standard gas or electric EEMs. Standard Programs include the following: *Lighting, VFD, HVAC, Refrigeration, Grocery/Convenience, Lodging, Commercial Kitchen, Steam Trap, and/or Agriculture*. See the ActOnEnergy website for project guides for these programs (ActOnEnergy.com).

2. OWNERSHIP OF CAPACITY AND/OR ENVIRONMENTAL CREDITS:

- a) EEMs purchased and installed in part through incentives provided by this program are the property of the Customer, subject to any limitations contained within these Terms and Conditions.
- b) Notwithstanding the above, unless otherwise requested in writing by the Customer prior to installation of the EEMs, Ameren Illinois holds sole rights to any system capacity credits and environmental credits that may be associated with EEMs for which incentives from Ameren Illinois were received, and Ameren Illinois can dispose of these credits in any manner authorized by law or regulation.
- c) In no event shall activity associated with any energy or environmental credits noted in Section 2(b) result in interference with the Customer's sole discretion to operate EEMs as approved in his/her incentive award.

3. PRE-APPROVAL

For all Applications, Ameren Illinois is not obligated to award any incentive payment unless Pre-approval is granted. Further, Ameren Illinois will not pay incentives for any EEMs ordered or PO generated prior to the date of the Pre-approval Letter, UNLESS, the requested incentive is less than \$10,000 on any Standard Program Application. Pre-approval reserves incentive funds for a period of 120 days from the date of the Pre-approval Letter. After 120 days Ameren Illinois may revoke the Pre-approval Letter and associated incentive funds, if in sole judgment of Ameren Illinois, satisfactory project progress has not been made. Custom and New Construction projects may be given leniency with this 120 days, but only if ActOnEnergy staff are notified well in advance that additional time may be needed.

4. POST-INSTALLATION VERIFICATION: Ameren Illinois is not obligated to make any incentive payment until it has performed a satisfactory post-installation verification. This provision may be waived at the sole discretion of Ameren Illinois.

5. INCENTIVE PAYMENT AMOUNTS:

- a) Incentive caps (per program year (June 1 through May 31), for a facility) are defined as follows:
 - i) Standard and Custom applications (including the Feasibility Study), combined: Electric incentives are capped at \$600,000 with first \$200,000 paid out at 100% and the remaining, up to \$600,000, paid out at 50%. Gas incentives are capped at \$200,000 with a \$100,000 per project cap.
 - ii) Incentives awarded under the Competitive Large Project Incentive (CLPI), are capped at \$500,000 for electric incentives, and \$100,000 for gas incentives – although, these numbers could be increased by up to 15% if you qualify for the early completion bonus. See the application for further criteria. These incentives do not count toward any of the other program incentive caps.
 - iii) Incentives awarded under the Staffing Incentives for Energy Efficiency Project Manager can be up to \$80,000, but are capped at 40% of the value of the expected annual energy savings from the implemented projects. See the Program Staffing Incentive Application for further criteria. These incentives do not count toward any of the other program incentive caps.
 - iv) New Construction – Lighting incentives are capped at \$100,000. These incentives do not count toward any of the other program incentive caps.
 - v) Retro Commissioning (includes Leak Survey and Repair) incentives are capped at \$600,000 per facility, per program year. These incentives do not count toward any of the other program incentive caps.
- b) Ameren Illinois reserves the right to adjust and/or negotiate the incentive amount, based upon its independent assessment of appropriate savings or cost estimates.
- c) Once an incentive Application is approved, Ameren Illinois will pay no more than the approved incentive amount.
- d) ActOnEnergy reserves the right to cap incentives at \$10,000 for Standard projects that did not obtain pre-approval.

6. MONITORING AND EVALUATION FOLLOW-UP VISITS: Ameren Illinois and any of its contracted parties, reserves the right to make follow-up visits or surveys to a Customer's facility during the 36 months following the completion date of the project at a time convenient to the Customer.

7. CHANGES/IN CANCELLATION OF THE PROGRAM:

- a) Ameren Illinois may change the program requirements, incentives, or these Terms & Conditions at any time without notice, including suspending acceptance of Applications, denial of Applications already received, or terminating the program.
- b) In the event of program change, Applications, which have been granted Pre-approval will be processed to completion under the Terms & Conditions in effect at the time of Pre-approval by Ameren Illinois.
- c) Cash incentives under the Ameren Illinois programs are offered on a first-come, first-served basis and are subject to project and Customer eligibility, and the availability of funds.

8. LIMITATION OF LIABILITY AND INDEMNIFICATION:

a) The Ameren Illinois total liability to customer under these terms and conditions, or any other requirement of customer's application or condition of incentive award shall be limited to paying the incentive payments specified in the application or pre-approval letters. Ameren Illinois, its parent, affiliates and subsidiaries, and their directors, officers, employees, or agents shall not be liable to the customer or for any damages in tort (including negligence) caused by any activities associated with this application; loss of profits or revenue; loss of use of customer's property, equipment or power system; increased costs of any kind, including but not limited to capital cost, fuel cost and cost of purchased or replacement power; or any special, indirect, consequential or incidental damages whatsoever. *By participating in the Ameren Illinois program, customer agrees to waive any claims and fully releases Ameren Illinois from any damages, of any kind.*

b) The customer shall defend, protect, indemnify, and hold harmless Ameren Illinois, its parent, affiliate and subsidiaries, and their representative directors, officers, employees, and agents from and against all liabilities, losses, claims, damages, judgments, penalties, costs and expenses (including, without limitation, attorney's fees and expenses) with respect to all demands, claims, suits, causes of action, and/or judgments for injuries, including death, to any person, of third parties, and for property damage incurred by or assessed against Ameren Illinois arising out of or relating to customer's application.

9. NO WARRANTIES: Ameren Illinois does not guarantee the energy savings and its parent, affiliates, employees, and agents do not make any representations or warranties of any kind regarding the results to be achieved by the EEMs or the adequacy or safety of such measures. Ameren Illinois and its parent, affiliates, employees, and agents do not endorse, guarantee, or warrant any particular manufacturer, contractor or product, and it provides no warranties, expressed or implied, including any implied warranty of merchantability or implied warranty of fitness for any product or services. Ameren Illinois has no obligations regarding and does not endorse or guarantee any claims, promises, work, or equipment made performed or furnished by any contractors or equipment vendors that sell or install EEMs.

10. CUSTOMER SHALL PAY ALL TAXES: Incentive payments received by the Customer under this Agreement may be taxable by the federal, state, and local government. The Customer is responsible for declaring and paying all such taxes.

- a) Except as expressly provided herein, if either Ameren Illinois or the Customer desires to modify these Terms and Conditions, the modification must be in writing and signed by an authorized representative of the party against which enforcement of the modification is sought.
- b) Resolution of disputes concerning these Terms and Conditions, or any other requirement of this project guide or condition of incentive award, resolution will be governed in all respects by the laws, statutes, and regulations of the State of Illinois.
- c) Ameren Illinois and customer hereby irrevocably and unconditionally waive any right either such party may have to a trial by jury or to initiate or become a party to any class action claims in respect of any action, suit or proceeding directly or indirectly arising out of or relating to this project guide or the transactions contemplated by this project guide.