Con Edison Demand Management Program

2019 Program Manual & Technical Requirements

February 15, 2019

For more information, contact DemandManagement@conEd.com

The Demand Management Program (DMP) offers incentives for energy efficient technologies that will help improve operational performance of your building and reduce electric demand. The program offers incentives for installing qualified measures that reduce the grid peak load, which typically occurs on the hottest weekday afternoons. Many of these measures can help improve your bottom line by reducing your energy use and maintenance costs while increasing your operating efficiencies. These upgrades can also help protect the environment and improve the resiliency of your facilities.

Program Process

1. Check project and equipment eligibility
    - All equipment must meet or exceed specifications in the Demand Management Program Manual and Technical Requirements.
2. Submit an Application Package that includes the following items:
    - Complete program application. Account Holder name must match name of Con Edison account holder.
    - Statement of Work – required information to be included is described below in the Technical Requirements section.
    - Cost Estimate – required information to be included in the assessment is described below in the Technical Requirements section.
    - Cut sheets
    - W-9 of the incentive recipient. W-9 must be latest version available on IRS website
    - Submit application via email to your Energy Advisor or to DemandManagement@coned.com with a subject line of New DMP Application – [Applicant Name]
3. Project Screening
    - Pre-screening will start upon the receipt of the application and will assess that the application is complete, accurate and includes all required attachments.
    - Desk Review will entail reviewing the applicant's engineering assessments and cost estimates for accuracy and developing estimated kilowatt (kW) savings. During this phase, Con Edison's consulting engineer conducting the desk review may call the applicant or the customer for additional information. Timely responses by applicants will be critical to ensuring that the desk review is completed on time and the application is awarded a Preliminary Incentive Offer Letter.
    - An M&V Plan will be used only for Thermal Energy Storage projects. This document will outline the project-specific M&V requirements.
4. Pre Inspection
    - Con Edison will pre-inspect the existing condition of your site as part of the Desk Review process. In order to be eligible for incentives work may not begin until this pre-inspection has been completed and a Notice to Proceed has been sent by Con Edison.
5. Preliminary Incentive Offer, Measurement & Verification Plan and Notice to Proceed
    - Preliminary Offer Letter

   i. You will receive a PIOL once your project has been reviewed and pre-inspected. This offer expires in 14 days if not returned to Con Edison.
- Desk Review or M&V Plan
   i. You will receive a desk review or M&V Plan that will include Con Edison's estimates of kW savings. These figures, along with Con Edison's estimate of the project costs will be shown on the PIOL.
- Notice to Proceed
   i. After PIOL has been returned to Con Edison you will be sent a Notice to Proceed which includes (if applicable) an updated incentive offer, indicating project work may begin.

6. Install Equipment
   - You have until the program's deadlines to complete your project and submit your completion paperwork. Program deadlines are listed below in the Program Manual. Contact the program team if you think your project will not meet these deadline.
   - If there is a change in the scope of work, a Scope of Work Change Form *(Appendix D)* must be submitted and all work must stop until Con Edison approves the scope of work change.
   - Con Edison reserves the right to hold periodic status calls with you to ensure that the project is on schedule and to assess any aspects that require assistance from Con Edison.
7. Submit Completion Paperwork
   - Submit your competition paperwork as soon as your project is completed. Completion paperwork should only be submitted after the project is installed and operational. A project will be considered "operational" if it is operating in a manner that allows for demand savings to be realized by Con Edison's electric grid and that the components necessary for the proper operation of the equipment are installed.
   - The completion paperwork includes:
      i. Customer and Participating Contractor signed Completion Certificate.
      ii. Itemized invoices and receipts must be submitted according to the Demand Management Invoice Requirements outlined in *Appendix C*.
8. Post Inspection
   - Con Edison will inspect the new condition of the site to determine eligible incentives.
   - If an M&V Plan identified additional measurement is necessary it will install data loggers or download trend data.
   - Con Edison reserves the right to request the operation of the new system for measurement and verification purposes.
9. Receive Incentive Payment
   - Once your energy savings and incentives are finalized by the Program team, an incentive check will be mailed to you or your Participating Contractor.

Eligible Measures and Incentives

Eligible projects must fall within the technology categories described in this document. Each project from a given Con Edison account must total at least 1 kW of reduction.

Project Type	2019 Incentive Rate ($/kW)	Project Cost Incentive Limit	Project Installation Deadlines to Qualify for Incentive
Thermal Storage	$2,520/kW	Up to 70%	August 15
High Efficiency Electric Chiller	$1,620/kW	Up to 70%	November 15
HVAC	$1,620/kW	Up to 70%	November 15
BMS Controls	$1,620/kW	Up to 70%	November 15
Lighting Controls	$1,620/kW	Up to 70%	November 15
Demand Response Enablement – Controls	$1,440/kW	Up to 70%	November 15
Steam Turbine Chiller, Double Stage Absorption Chiller, Gas Driven Chiller*	$1,440/kW	Up to 70%	November 15
Steam Turbine Chiller Control Panel for Improved Efficiency*	$720/kW	Up to 70%	November 15
Single Stage Absorption Chiller*	$720/kW	Up to 70%	November 15
Battery Storage	$1,620/kW	Up to 70%	November 15
Demand Response Enablement - Generation	$720/kW	Up to 70%	November 15

* Use .55kW/ton factor to convert to $/ton

All incentives will be capped at 70% of their project costs. The project cost will be the lower of Con Edison's cost assessment or the project's actual final costs.

The project cap does not include incentives to help offset the costs of obtaining Underwrite Laboratory (UL) certifications and completing UL9540A testing to facilitate the battery storage permitting process. Refer to Appendix 2 for more information.

Technical Requirements

To process an application, the Demand Management Program requires an engineering analysis to substantiate the peak demand reduction and energy savings. The Program also requires detailed estimated installation cost data. The following section is organized by measure type and summarizes the project eligibility criteria, baseline data requirements, and minimum information that should be included in the scope of work and submitted in the application package.

Definition of Peak Demand Reduction

On-Peak Hours – between the hours of 2:00 PM and 6:00 PM, Monday through Friday from June 1 through September 30, excluding federal holidays. For the purpose of modeling energy use and demand reduction of weather dependent measures, this condition typically occurs at a dry bulb temperature of 91°F and/or wet bulb temperature of 75°F.

Off-Peak Hours – All hours not considered On-Peak Hours, as defined above.

Peak Demand Reduction (kW) – The average demand reduction realized during On-Peak Hours, measured in kW; kW reduction estimates will depend on the measure type, measure operation, and level of data available.

Cost Estimate Requirements

1. Include a detailed breakdown of the project cost, using a format such as AIA G703. While this exact format is not required, project cost should be broken down to at least the level of detail shown on this form.
2. Include manufacturer or distributor quotes or estimates for major pieces of equipment that contribute a significant portion of the project cost.
3. Include a narrative describing the scope of the project and summarizing the major elements of the proposed cost including those above as well as:
    a. Installation of the measure-specific equipment (outlined below)
    b. The basis for assumed labor rates
    c. Controls (labor and materials)
    d. Structural (labor and materials)
    e. Electrical (labor and materials)
    f. HVAC (labor and materials)
    g. Piping (labor and materials)
    h. Metering (labor and materials)
    i. Commissioning

In addition to what is listed above, specific requirements pertaining to project cost estimates for each measure type are listed within the technology categories.

Required Project Documentation

All projects must provide the following documentation.

1. A detailed description of the measure(s) being proposed including energy savings and calculation methodology that accurately quantifies the proposed savings.
2. A submittal of existing and proposed equipment performance data from manufacturer's sources.
    a. Provide the existing system operation, including equipment make, model, capacity.
    b. Provide a clear and detailed scope of work including the measure(s) to be implemented.
    c. Provide equipment schedule identifying equipment included in the measure(s) or affected by the measure(s) including capacities, hours of operation, flow rates, power rating, energy consumption and set points. This is required to properly determine equipment baseline.
3. The recommended sequence of operation for the existing system and the proposed equipment and/or controls with set points from the equipment vendor defining operating parameters. A list of new control points must be provided for control measures.
4. A clear and detailed engineering analysis showing energy consumption before the implementation of the proposed measure(s) and after the implementation of the proposed measure(s). The analysis must be provided in a datasheet format such as Excel with identifiable savings calculations and algorithms.
    a. Standard Engineering Calculation – Calculations must be clear, comprehensive and easy to follow. They must adhere to standard engineering methodologies. Formula sources should be notes (i.e. ASHRAE, ASME, IEEE, etc.)
    b. Computer Energy Modeling Software – Software energy models may be used, however, the software model and inputs of the software modeling must be provided. Con Edison reserves the right to request backup software algorithms if necessary. Name of the modeling software used must also be provided.
    c. For projects applying to multiple measures, the analysis must account for interactive effects and ensure savings overlap is not incorporated.
    d. The engineering analysis must include both summer peak kW savings and annual kWh savings. The kW savings should be based on the Peak Demand Reduction definition above.

In addition to what is listed above, specific requirements pertaining to required project documentation for each measure type are listed (if applicable) within the technology categories.

Thermal Energy Storage

Program Measures Include: Thermal Energy Storage

Thermal Energy Storage refers to technology that allows the transfer and storage of heat energy or alternatively, energy from ice, cold air or water. The use of non-peak nighttime energy to create hot or cold storage is then used to power systems throughout the day. The project must install new thermal storage capacity that provides Peak Demand Reduction. Peak demand reduction that is attributed to the installation of new chillers or controls tied to new thermal storage capacity will be eligible under those

incentive categories. The demand savings will be based on the combination of the electric load offset during the Peak Demand Reduction period and the thermal energy storage capacity.

Additional Cost Estimate Requirement: Include manufacturer or distributor quotes or estimates for the following major equipment:

a) Storage tanks
b) Chillers
c) Heat exchangers

Battery Storage

Project Measures Include: Battery Storage

Battery Storage would store energy using various electrochemical battery technologies where the system would be charged in non-peak periods and generate during peak periods. An eligible battery storage array must have a minimum round-trip efficiency equal to or greater than 70%. “Round trip efficiency” is based on the battery system’s net round-trip AC-AC energy efficiency rating that requires losses and power consumed by the system’s auxiliary components to be subtracted from the gross power output of the system. This is typically measured at the storage module’s electric interconnection point.

New York City Applicants

When filing the TM-1 application to the FDNY, please note that the FDNY requires that all system technologies are UL listed. The FDNY also requires that the model of the proposed battery has completed the test protocol stipulated in the latest version of UL 9540A standard. In the TM-1 filing, it is recommended to indicate that this project is participating in the Con Edison Demand Management Program and include all applicable program deadlines. The FDNY may be able to prioritize projects that participate in the DMP. To expedite the permitting process, projects should apply to both the FDNY using the TM-1 and to the NYC Department of Buildings Office (DOB) of Technical Certification and Research in parallel. NYSERDA and contractors from the CUNY Distributed Generation Hub and DNV GL continue working with FDNY and the DOB to facilitate clear and unambiguous operating procedures to guide installation of energy storage systems in NYC while codes and standards continue to evolve. Recently, the Energy Storage Permitting and Interconnection Process Guide for New York City: Lithium-Ion Outdoor Systems was released to provide building owners and project developers with an understanding of the permitting, interconnection and approval processes for outdoor Li-ion energy storage systems. The team includes ombudsmen who are working with FDNY and DOB and available to help project developers navigate the review process at each agency. The team may be reached at DGHub@cuny.edu.

Westchester Applicants

Permitting will vary depending on the municipality the location of the project resides in. Reach out to the local municipality for more information on requirements.

For battery projects that are combined with solar panels and will participate in the Value of Distributed Energy Resources (VDER) initiative, kW eligible for the DMP will be the LOWER of:

a. The difference of the total output of the solar and the battery system (assuming the batteries are fully discharged over 4 hours) during the peak period AND the Initial DRV kW tag (this value is calculated by Con Edison for each VDER participant), OR
b. kW capacity of the storage installation, assuming it is dispatched evenly over 4 hours.

Incentives will be based on the lower of the two definitions above provided that full battery capacity is discharged continuously during all On-Peak Hours. The output kW is the actual kW, or net alternating current real power, discharged by the battery system, excluding any capacity used for electric export, and it must take into account the system's depth of discharge, degradation, and efficiency losses. Additionally, baseline building load profiles will be reviewed to assess load shifting of equipment during the battery discharge periods. Reductions will be calculated net of any such load shifts and auxiliary support system loads.

Additional Cost Estimate Information Required: Include manufacturer or distributor quotes or estimates for the following major equipment:

a) Batteries
b) Electrical switchgear
c) Rigging/installation

Additional Project Documentation Required:

- New equipment make, model, capacity (kW/kWh), and efficiency including auxiliary support equipment
- End of life disposal plan
- Parasitic loads
- Operating hours and cycling strategy

Demand Response (DR) Enablement

Program Measures Include: Demand Response Enablement – Controls, Demand Response Enablement – Generators

This incentive is available to offset the cost of equipment or software that enables automated participation in NYISO's and Con Edison's demand response programs for increased revenue for the facility. Incentives for kW reductions will not exceed the incremental kW enabled and committed to the NYISO ICAP-SCR. For combined heat and power installations, only the incremental kW capacity that can be delivered during demand response events over and above base loaded capacity is eligible.

DR Enablement - Controls

Installing equipment that enables customers to participate in demand response programs via automated demand response for short-term curtailments of peak load is eligible. For the purposes of this program, "automated demand response" refers to DR enabled by physical hardware and control systems. Manual engagement (at the push of a button) of the DR system may be permitted, such that all subsequent controls are activated by the initial system engagement.

Additional Project Documentation Required: The minimum requirements that should be outlined in your detailed scope of work are the following:

- List of points, function, and actual change in control strategies to be implemented to automate the demand response

DR Enablement – Generators

Eligible equipment must allow the customer to participate in demand response programs via a short-term curtailment of load. To be eligible for the incentive the generator must be a replacement of an existing generator or a new generator. Retrofitting existing diesel generators with SCR upgrades are not eligible for the program. Generators may be gas or diesel fired. Diesel generators will be placed on a wait-list.

Customers must comply with all local, state and federal regulations. Copies of the NYS DEC and NYC DEP (Department of Health in Westchester) permits for DR operation will be required. These may be provided after the incentive has been paid out, but before the NYISO Summer Capability Period, which starts on June 1 of each year, that follows the DMP installation deadline. In addition, a compliance certification letter will be required to be submitted along with the Certificate of Completion. The compliance certification letter must be signed by an architect, engineer, or operating engineer certifying that he or she inspected the equipment and that the equipment satisfies applicable federal, state and local air emissions standards. For installations in the City of New York, the certification may be signed by the same individual who provided certification to the Department of Environmental Protection under Section 24-123(c) of the New York City Administrative Code. Any incentive payment is contingent on submittal of this letter. Con Edison shall be entitled to receive a full or partial refund of incentives paid if the project is not actually and properly installed in accordance with applicable air pollution control requirements.

Additional Cost Estimate Information Required: Include manufacturer or distributor quotes or estimates for the following major equipment:

a) Generators
b) Electrical
c) Switchgear
d) Fuel interconnect

e) Rigging/installation

Control Strategy Implementation

Program Measures Include: BMS Controls

Incentives are available for new Building Management System (BMS) and control installations that lead to a permanent demand reduction during the defined Peak Demand Reduction hours. Upgrades of existing control systems that are used to implement new control strategies are allowed.

Substantial upgrades include:

- The addition of new hardware required to implement a new control strategy in an existing control system
- An upgrade or replacement of an existing control system to newer version if the existing version was not capable of implementing the new control strategy

Examples of typical control strategies that may have a peak demand reduction:

- Demand control ventilation
- Air or water side static pressure reset on an oversized system
- Cooling tower fan control across multiple cooling towers
- Chilled/condenser water pump control across multiple pumps in parallel

Additional Cost Estimate Information Required: Include manufacturer or distributor quotes or estimates for the following major equipment:

a) Controllers, sensors, wiring, actuators, etc.
b) VFDs
c) Electrical equipment, transformers
d) Software upgrades

Chillers, HVAC, and Refrigeration

Program Measures Include: High Efficiency Electric Chiller and HVAC

Replacement of existing chillers, HVAC, and refrigeration equipment with units whose efficiency exceeds code requirements. Switching from non-electric to electric cooling is not eligible. All HVAC equipment must exceed ASHRAE 90.1-2013 standards or fulfill the Commercial and Industrial Energy Efficiency Program prescriptive measure requirements, whichever is more stringent. Chillers that are determined by Con Edison to serve or be utilized as “back-up”, “standby”, or “redundant” will not be eligible for an incentive pursuant to the Program.

Project cost requirement: Include manufacturer or distributor quotes or estimates for the following major equipment:

a) Chillers
b) Air handling units
c) Heat exchangers
d) Other major elements

Lighting Controls

Program Measures Include: Lighting Controls

Incentives for the reduction of kW are available for lighting control strategies supplied through network lighting control systems integrated with existing or new lighting fixtures.

Qualified Network Systems

- Network Lighting System Qualified Products List (QPL) with Tier 3 capabilities such as Energy Monitoring

The application must contain reflected ceiling plans showing all zones and wattages of units being controlled and sequence of operations.

Examples of typical lighting control strategies that can reduce peak demand:

- Occupancy Sensing
- Daylight Harvesting / Photocell Control
- Luminaire & Device Addressability
- Continuous Dimming
- Load Shedding
- Continuous Dimming
- Personal Control (ability for occupants to control their work area lighting via software or wireless remote control devices)

Additional Cost Estimate Information Required: Include manufacturer or distributor invoices for the following (excluding the cost of any new or retrofitted lighting fixtures):

a) Complete hardware & software system costs

Non-Electric Cooling

Program Measures Include: Steam Turbine Chiller, Double Stage Absorption Chiller, Gas Driven Chiller, Single Stage Absorption Chiller, Steam Turbine Chiller Control Panel

The following technical requirements apply to the replacement or addition of chillers powered by natural gas or steam. This includes electric to non-electric, non-electric to non-electric, and no chiller to non-

electric. In the case of electric to non-electric or new non-electric chillers without preexisting chillers, the demand reduction will be calculated from avoided electrical demand using the default electric chiller efficiency of 0.55 kW/ton. All non-electric chillers will be screened for efficiency. Where applicable, chillers must meet ASHRAE 90.1-2013 standards.

Chillers that are determined by Con Edison to serve or be utilized as “back-up”, “standby”, or “redundant” will not be eligible for an incentive pursuant to the Program.

By accepting an incentive award under the program, customers proposing to install non-electric chillers or control panels for steam turbine chiller performance improvement must certify that without the award, they would have installed electrically driven chillers.

For projects that are retrofitting existing chillers the application must demonstrate substantial upgrade that will extend the expected useful life. For any questions on eligibility please contact the program team.

Additional Cost Estimate Information Required: Include manufacturer or distributor quotes or estimates for the following major equipment:

a) Steam or absorption chillers
b) Heat exchangers
c) Other major elements

Appendix A – Advanced Technology Projects

Advanced technologies for the purpose of the DMP program are advanced control systems, thermal energy storage and battery storage.

To be considered as “advanced” controls project, the projects should offer capabilities resulting in energy savings and/or demand reductions consistent with the following criteria:

Control systems will be considered “advanced” if they include:

- Two way connectivity (can both send and receive data or commands) capable of responding to dynamic conditions in an automated fashion; OR
- A Building/Energy Management System controlling multiple energy consuming building systems (mechanical, ventilation, electrical, and/or lighting)

Examples of advanced controls projects could be:

- Design Lights Consortium (DLC) qualified Networked Lighting Controls
- Variable Refrigerant Flow systems with simultaneous heating/cooling functionality and remote user interface
- Integrated Remote Terminal Unit controls packages (demand controlled ventilation, economizing, setbacks, failure monitoring, and remote user interface)
- Integrated chiller plant controls that continuously optimize all system components to minimize energy consumption
- Integrated Daylight Systems

Examples of equipment or measures that alone are NOT considered to be advanced controls projects in isolation:

- Variable frequency drives
- Energy monitoring only systems
- Equipment scheduling or setbacks
- Economizers (air or water side)
- Temperature resets (condenser water, chilled water supply, supply air)

It should be noted that even if controls projects are not deemed to be “advanced”, they may still qualify for an incentive.

Appendix B – Demand Management Program Energy Storage Certification and Testing Incentive Offering

Background and Purpose of Offering:

A material barrier to battery project installation has been the necessary requirements to securing permits for commissioning and operation from the Fire Department of the City of New York (FDNY) and the New York City Department of Buildings (DOB). Requirements include that battery technologies must be certified and tested to the Underwriters Laboratory (UL) safety standards, which can result in additional time and expense to implement a project. This incentive offering is intended to make battery projects proposed in the Con Edison service territory more attractive in spite of necessary requirements.

Terms and Conditions:

- Only battery systems used in approved DMP projects with Con Edison can qualify for this incentive. These battery systems and subsequent test results will be allowed to be used by the applicant in other territories. The results of the test protocols will belong to the applicant to secure the UL testing and certification. This incentive will be paid out only if the project that was accepted to the DMP was successfully installed by the designated 2019 installation deadline and the battery/inverter combination listed in the application addendum was used in the installation.
- This incentive is intended to be in addition to any other DMP incentive.
- The recipient of this additional funding may be different than the “Customer” or “Applicant” designated as approver/recipient of the DMP incentive.
- The current product must not have paid to start getting a specific listing or getting tested.
- Incentives would be paid out once the system has been successfully installed and approved by both the FDNY and DOB.
- Testing and certification must be performed by a NYC approved testing agency – see Rules of the City of New York, 1 RCNY 101-07, Section (c)(2) for approved qualifications.
- The incentive should be broken down by certification/testing category:
    - UL 1973 – covered up to 50% of certification cost but no more than $70,000
    - UL 1941 – covered up to 50% of certification cost but no more than $40,000
    - UL 9540 – covered up to 50% of certification cost but no more than $30,000
    - UL 9540A – covered up to 50% of testing cost but no more than $100,000

Required Documents:

- Completed application addendum
- A letter from the agency performing the listing and testing attesting to the fact that no payment has yet been received for a specific UL certification or UL 9540A testing.
- Upon completion of certification or testing, certificate or test results and invoices.

Demand Management Program Energy Storage Certification and Testing Incentive Offering – Application Addendum

Contact Name	Title	Day Phone
Email		Cell Phone
Company Name		
Company Address		
Address of Proposed Installation (project must apply into the DMP)		
Name of Location of Proposed Installation		
Battery Chemistry	*Battery Manufacturer*	*Battery Model Number*
Total Incentive Amount Requested ($):	*Inverter Manufacturer*	*Inverter Model Number*
☐ *UL-1973, Incentive Amount Requested ($):*	*Name of Agency Performing the Review*	
	Name and Phone Number of Agency Contact	
☐ *UL-1941, Incentive Amount Requested ($):*	Check to be made out to	
	Payee Company Name (if different from above)	
☐ *UL-9540, Incentive Amount Requested ($):*	Day Phone	Cell Phone
	Email	
☐ *UL-9540A Test, Incentive Amount Requested ($):*	Address 1	
	Address 2	
Agreement and Signature: I certify that all statements made in this Application Addendum and in all documents provided in connection herewith (to the extent not superseded by documents submitted herewith) are true and correct in all respects, and I agree to the terms and conditions of the Program.		
Name and Title (please print)	Signature	Date

If there is more than one battery and/or inverter model number, please provide the information for italicized fields in a separate page for each location. Please submit this form to DemandManagement@coned.com.

Appendix C – Invoice Submission Requirements

Itemized invoices are required to ensure that projects include only the expenses relevant to the project and that expenses are reasonable. The description of items in each invoice must be clear enough to demonstrate that the invoice was for measures incentivized through this program.

Invoice Requirements

1. Labor and material costs must be clearly itemized.
2. Include references to the project, including the address of the project, and relate to the items listed in the scope of work that was approved by this program. Changes to approved Scope of Work must be submitted to the program team for approval.
3. For equipment invoices, the quantity, purchase date and delivery date must be specified
4. Each line item must include a brief description. Please avoid reliance on codes to describe equipment. For example, instead of describing a new air handler as "AHU 13B", describe it as "Air Handling Unit that serves the 13th Floor (AHU 13B)."
5. The cumulative dollar figures from all invoices must match the Actual Final Total Project Cost stated in the Completion Certificate.

If you cannot modify invoices to fit the above conditions, you may include an attachment with further explanation.

Invoices do not have to be marked "Paid," but we reserve the right to request such invoices in the future.

If you are using an AIA form to list the line items that pertain to the invoice, the description of each line item must be clear, as described above. The cumulative amount in the AIA form for what was completed in the period of the invoice must match the amount of the invoice. The quantities of each line item and a clear split between labor and materials costs for each item need to be stipulated in an attachment.

The DMP team will conduct a review of all submitted material to validate the total project cost and calculate the incentive. To ensure timely incentive payment, it is in your interest to submit invoices as soon as they are available, but not later than project completion.

Appendix D – Scope of Work Change Request Form

Date: _____

DMP Project ID #: _____

Applicant Name: _____

Customer Name: _____

Project Type: _____

kW Estimate (if different from original): _____

kWh Estimate (if different from original): _____

Project Cost Estimate (if different from original): _____

Description of Scope Change:

Attachments to include:

1. Updated Project Cost Estimates (if different from original)
2. New cut sheets