

## Small Business Direct Install Program

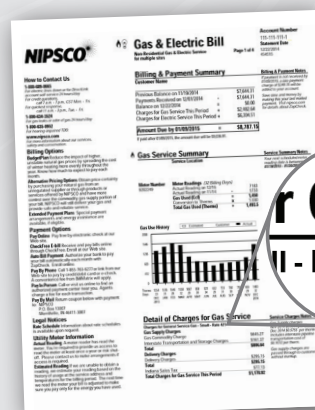
# Contractor Completion Form

## Program Overview

The NIPSCO Small Business Direct Install Program, administered by Franklin Energy Services LLC, offers services and Incentives to **qualifying Small Business Customers** to facilitate the completion of cost-effective, energy efficiency projects involving the installation of new, high-efficiency measures or equipment. Projects consist of the retrofit or replacement of existing measures or equipment including, but not limited to, lighting, boiler and steam measures, and other projects resulting in incremental electrical energy or natural gas savings.

## Important Criteria

1. **Available to qualifying Customers who have not had a billing demand of 200 kW or greater in any month during the previous 12 months** and are served under NIPSCO's electric rate tariffs 620, 621, 622 or 623 (See graphic to the right to locate your natural gas and electric rate tariffs on your NIPSCO utility bill).
2. Eligible natural gas customers are those billed under natural gas rate tariffs **421 and 425**.
3. Submitting this application does not guarantee services or incentives will be approved.
4. Application is valid from **January 1, 2015 to December 31, 2015**.
5. Projects must be completed within the 2015 calendar year to qualify for an incentive.
6. An Incentive application must be submitted by the Trade Ally within 30 days of measure installation for each installation address, along with copies of the paid, itemized invoice(s). Sending inadequate invoice documentation or incomplete/incorrect Forms will delay incentive payment. Please make and keep a copy of all documents for your records.
7. Complete Terms and Conditions may be found on pages 4 and 5 of this Form.



The image shows a NIPSCO Gas & Electric Bill. A circular callout highlights the 'Rate' section, specifically 'Rate 421' and 'Rate 425'. The bill includes sections for Billing & Payment Summary, Gas Service Summary, and a bar chart showing gas usage over time.

## Application Process

Review the steps below to see how your business can start saving energy and money.

1. **Program Overview and Facility Assessment**  
Franklin Energy will confirm your eligibility for the Small Business Direct Install Program and arrange for a facility assessment. A Program energy advisor will provide an overview of the incentives and conduct a facility assessment to identify energy-savings opportunities. During this visit, a list of no-cost measures can be immediately installed (CFL screw-in lamps, shower-heads, aerators, etc.). Premium Services may be available and offered to take advantage of additional energy saving measures.
2. **Project Proposal**  
The Program energy advisor will fill out a Contractor Completion Form for you to keep. The Contractor Completion Form will list out all of the Premium Service measure project costs and incentive amounts. If you choose to proceed with the installation of Premium Service measures, the Franklin Energy Program advisor will help schedule the installation with a Program approved contractor. The contractor will bring a copy of the Contractor Completion Form to the installation appointment and the contractor will submit the form to Franklin Energy after the project is complete.
3. **Measure Installation**  
A program-approved contractor will contact you to schedule the installation. The measures typically can be installed with little to no business interruption.
4. **Project Completion Form**  
The program-approved contractor will sign a Project Completion Form when the project is complete. You must also sign the Form to confirm that the work has been completed to your satisfaction.
5. **Post-Installation Inspection**  
The Franklin Energy Team may conduct a post-installation inspection to verify that all the measures were correctly installed.
6. **Final Project Notification**  
The Franklin Energy Team will notify you and the program-approved contractor via email of the final incentive payment. The incentive will be paid directly to the contractor, and the contractor will send you an invoice for your portion of the project cost.



Small Business Direct Install Program

**Contractor Completion Form****CUSTOMER INFORMATION**

ACCOUNT NAME (AS SHOWN ON NIPSCO BILL) NIPSCO ACCOUNT NUMBER TAX PAYER ID # PROJECT ID

DOING BUSINESS AS (DBA) BUILDING CONTACT NAME

INSTALLATION SITE ADDRESS CITY STATE ZIP

EMAIL ADDRESS PHONE NUMBER FAX NUMBER

How did you hear about this program? ☐ Mailing ☐ Contractor/Trade Ally ☐ Friend/Associate ☐ Energy Advisor  
☐ Poster/Flyer ☐ Seminar ☐ Website ☐ Other: \_\_\_\_\_

**ENERGY-EFFICIENT PRODUCTS INSTALLED**

Premium Service Measures — Installed by Registered Trade Ally

TRADE ALLY NAME DATE

**Electric Measures — Premium Service**

MEASURE NAME	INCENTIVE (PAID TO CONTRACTOR)	INSTALL COST	QUANTITY INSTALLED	CUSTOMER CO-PAY AMOUNT (INSTALL COST - INCENTIVE)	DATE INSTALLED
HID to High Bay Fluor - 400W to 6L 4ft HPT8	\$168.00	\$240.00		\$	
HID to High Bay Fluor - 250W to 4L 4ft HPT8	\$147.00	\$210.00		\$	
LED Exit Sign Retrofit	\$47.00	\$67.00		\$	
Incandescent to LED PAR 38	\$27.00	\$39.00		\$	
Incandescent to Other LED	\$20.00	\$29.00		\$	
≥65W Incandescent to Screw-in LED ≥13-20W	\$26.00	\$37.00		\$	
<65W Incandescent to Screw-in LED <13W	\$13.00	\$25.00		\$	
Occ Sensor (per watt controlled)	\$0.25	\$0.43		\$	
2L 8ft T12 Slimline - 4L 4ft HPT8 Low BF	\$68.00	\$110.00		\$	
4L 4ft HPT8/LWT8 L&B Retro	\$48.00	\$69.00		\$	
2L 4ft HPT8/LWT8 L&B Retro	\$35.00	\$50.00		\$	
2L 8ft T12 HO/VHO - 4L 4ft HPT8 L, M, or H BF	\$71.00	\$110.00		\$	
3L 4ft HPT8/LWT8 L&B Retro	\$44.00	\$63.00		\$	
Delamping w/Ref 4L 4ft T12 to 2L 4ft HPT8	\$59.00	\$84.00		\$	
Delamping w/Ref 2L 8ft T12 to 2L 4ft HPT8	\$69.00	\$99.00		\$	

**Questions? Call Franklin Energy at 855-812-9085 or visit [www.NIPSCO.com/SaveEnergy](http://www.NIPSCO.com/SaveEnergy).**

NIPSCO's Commercial &amp; Industrial Implementation Contractor, Franklin Energy Services, LLC is an industry leader specializing in the implementation of energy efficiency and renewable energy programs for utilities and states.



## Contractor Completion Form

MEASURE NAME	INCENTIVE (PAID TO CONTRACTOR)	INSTALL COST	QUANTITY INSTALLED	CUSTOMER CO-PAY AMOUNT (INSTALL COST - INCENTIVE)	DATE INSTALLED
Delamping w/Ref 4L 8ft T12 to 4L 4ft HPT8	\$70.00	\$100.00		\$	
Delamping w/Ref 3L 4ft T12 to 2L 4ft HPT8	\$59.00	\$84.00		\$	
Delamping w/Ref 2L U tube T12 to 2L 2ft T8	\$55.00	\$79.00		\$	
Delamping w/Ref 4L 4ft T12 to 3L 4ft HPT8	\$63.00	\$90.00		\$	

Total Electric Cost

\$

## Natural Gas Measures — Premium Service

MEASURE NAME	INCENTIVE (PAID TO CONTRACTOR)	INSTALL COST	QUANTITY INSTALLED	CUSTOMER CO-PAY AMOUNT (INSTALL COST - INCENTIVE)	DATE INSTALLED
Dry Cleaner Steam Trap Repair/Replacement	\$320.00	\$457.00		\$	
Steam Trap Replacement	\$300.00	\$429.00		\$	
Programmable Thermostat	\$150.00	\$214.00		\$	
Steam Trap Repair	\$300.00	\$429.00		\$	
Steam Pipe Insulation - Small (0.5"-1.5" diameter)	\$7.98	\$11.00		\$	
Programmable Thermostat (Common Area)	\$150.00	\$214.00		\$	
Steam Pipe Insulation - Medium (2"-4" diameter)	\$12.00	\$17.00		\$	
Steam Pipe Insulation - Condensate Return	\$4.98	\$7.00		\$	
Steam Pipe Insulation - Large (5"-8" diameter)	\$16.00	\$23.00		\$	
Steam Pipe Insulation (Medium Fittings)	\$12.00	\$17.00		\$	
Steam Pipe Insulation (Small Fittings)	\$9.00	\$13.00		\$	
Boiler-Steam (>299 MBH ≥82% Thermal Efficiency)	\$2.00	\$3.00		\$	
Boiler-DHW Tune Up	\$0.40	\$1.00		\$	
Boiler Tune-up (≥750 MBH w/ no existing contract)	\$0.25	\$0.36		\$	
Furnace (>92% AFUE)	\$350.00	\$500.00		\$	
Economizer w/DCV (6-10 Tons)	\$1,000.00	\$1,429.00		\$	
Improved Turndown Burner Replacement	\$0.50	\$0.71		\$	
Furnace >95% AFUE	\$500.00	\$714.00		\$	
2-Stage Programmable Thermostat	\$200.00	\$286.00		\$	
Trade Ally DI Pre-Rinse Spray Valves	\$75.00	\$107.00		\$	

Total Natural Gas Cost

\$

Total Natural Gas &amp; Electric Cost

\$

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**CONTRACTOR/TRADE ALLY INFORMATION**

CONTRACTOR/TRADE ALLY NAME	TRADE ALLY CONTACT	NIPSCO CONTRACTOR ID NUMBER	
STREET ADDRESS	CITY	STATE	ZIP
EMAIL ADDRESS	PHONE NUMBER	FAX NUMBER	INSTALLATION DATE
SIGNATURE	DATE		

**OWNER VERIFICATION**

I certify that the participating contractor ("Trade Ally") installed the energy-efficient measures with co-payment as defined in this Small Business Direct Install Program Application. I acknowledge that I am responsible for verifying that such products were actually installed. By my signature below, I verify that the Trade Ally installed the measures at the address listed above. I have read and agreed to the terms and conditions listed on this Form.

AUTHORIZED CUSTOMER NAME (PRINT)	DATE
AUTHORIZED CUSTOMER SIGNATURE	TITLE

**CUSTOMER AGREEMENT OF WARRANTY INFORMATION**

NIPSCO reserves the right to deny or limit any request for services. No warranties on product or service installations are provided by NIPSCO. The program Administrator, Franklin Energy Services, LLC ("Franklin Energy"), warrants the Value Package installation services and all products for defects in workmanship or materials for one (1) year following installation. Business owners should call Franklin Energy at 855-812-9085 for service. This is the only warranty provided by Franklin Energy.

Franklin Energy disclaims all other warranties including the implied warranty of merchantability or fitness for a particular purpose. Contractors may provide warranties for Premium Package installation.

In consideration of participating in the Small Business Direct Install Program ("Program"), Customer releases NIPSCO and the Program Administrator, Franklin Energy, from any and all liability, loss or damage related to participation in the Program, including liability arising out of the use or installation of the equipment. NIPSCO and Franklin Energy make no guarantees related to Program participation and are not responsible for any taxes that may be imposed as a result of Program participation. Customer agrees to allow Franklin Energy and its representatives to inspect installations to verify energy savings of installed equipment.

**CUSTOMER AGREEMENT OF TERMS AND CONDITIONS**

1. Customer: Any business or non-profit organization served under NIPSCO Electric demand tariff rates 620, 621, 622 and 623 and that has not opted out of participation in NIPSCO's Energy Efficiency Program or any business or non-profit organization served under NIPSCO Gas tariff rates 421 and 425. Customer shall not include individuals, sites or locations served under a NIPSCO residential tariff.
2. Energy Efficiency Measures Offer: Projects that do not reduce electrical consumption (kWh) or natural gas consumption (Therms) will not qualify. Installation of projects must be completed by 12/31/2015.
3. General: This offer is valid to qualifying Customers who have not had a billing demand of 200 kW or greater in any month during the previous 12 months and are served under NIPSCO's Electric rate tariffs 620, 621, 622 or 623 and Natural Gas rate tariff's 421 and 425. Funds for the installed Energy Efficiency Measures are reserved on a first come first-served basis.
4. Compliance:
  - a. All Projects shall comply with federal, state, and local codes.
  - b. All equipment must be new or retrofitted with new components per the Program specifications (with the

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exception of studies or surveys). Used or rebuilt equipment is not eligible for Incentives. Existing equipment must be removed or permanently disconnected.

- c. Equipment must meet approved specification requirements (new, saves energy, meets local state and federal codes).
5. Verifications: Any Customer may be contacted by a third-party Evaluation, Measurement & Verification (EM&V) evaluator to verify service/equipment installation or be asked to complete a Customer survey.
6. Service Providers: Contractors, engineering firms, vendors, and other service providers are required to be registered with the Program for administrative purposes.
7. Publicity: NIPSCO reserves the right to name the Customer as a participant in public releases, subject to Customer approval which shall not be unreasonably withheld.
8. Logo Use: Customers or Contractors may not use the NIPSCO name or logo in any marketing, advertising, or promotional material.
9. Disclaimers:
  - a. Customer and/or Contractor hereby agrees to indemnify, hold harmless, and release NIPSCO and its affiliates from any and all actions or claims in regard to the installation, operation, and disposal of equipment (and related materials) covered herein including liability from incidental or consequential damages. NIPSCO does not endorse any particular Contractor registered with the Program, manufacturer, product, labor, or system design by offering the Program.
  - b. NIPSCO will not be responsible for any tax liability imposed on the Customer as a result of the provision of Energy

Efficiency Measures.

- c. NIPSCO does not expressly or implicitly warrant the performance of installed Energy Efficiency Measures or Contractor's quality of work (Customer should contact the Trade Ally for detailed warranties).
- d. NIPSCO is not responsible for the proper disposal/recycling of any waste generated as a result of this Program.
- e. NIPSCO is not liable for any damage caused by the installation of the Energy Efficiency Measures or for any damage caused by the malfunction of the installed Energy Efficiency Measures.
- f. NIPSCO does not guarantee that Energy Efficiency Measures purchased and installed or services provided through the Program will result in energy and cost savings.
- g. NIPSCO reserves the right to change or discontinue the Program at any time. The acceptance of applications is determined solely by NIPSCO.
10. Taxes: Energy Efficiency Measures are taxable and if greater than \$600 will be reported to the IRS unless an exemption exists for the business. NIPSCO will report the Energy Efficiency Measures as income on IRS Form 1099 unless the corporation or exempt status is checked on this Applicant. Consult a tax advisor concerning the taxability of Energy Efficiency Measures. NIPSCO is not responsible for any taxes that may be imposed on a business as a result of the Program.
11. Co-Payment: Invoice will be sent after Project completion and co-payment is due upon receiving the invoice.

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