

2019 El Paso Electric

NM Commercial Comprehensive Program

Participation Process: Lighting



1. Confirm Eligibility

- Commercial Customer must reside in New Mexico and receive electric service from El Paso Electric
- Individually metered site average demand must be $\leq 100\text{kW}$
- Individually metered sites that exceed the average 100 kW limit may be eligible to participate in the SCORE Plus Program. Contact El Paso Electric Sr. Program Coordinator Crystal Enoch at crystal.enoach@epelectric.com.
- New Construction Projects: Must have complete set of plans submitted for verification of program eligibility
- All projects: Lighting product information must be submitted for verification of program eligibility requirements.
- To confirm eligibility, please contact:

Chris Stanaland

Frontier Energy
Energy Efficiency Program Consultant
cstanaland@frontierenergy.com
(575) 200-1434

Don Johnson

El Paso Electric
Sr. Energy Efficiency Program Coordinator
don.johnson@epelectric.com
(915) 351-4237

2. Schedule Room-by-Room Pre-Inspection*:

- Using **2019 NM Lighting Survey Form (LSF)**, report fixture type and count room-by-room
- Email completed LSF to Chris Stanaland at cstanaland@frontierenergy.com **prior** to pre-inspection
- Schedule pre-inspection with Chris Stanaland at least (3) business days before project begins
- Pre-Installation photos of each existing lamp/fixture type and wattage (minimum of three required)
- New lamp/fixture manufacturer and model number or specification sheets for eligibility verification
- Funds are **reserved for 45 Days** after pre-inspection has been completed

3. Complete Lighting Retrofit and Schedule Room-by-Room Post-Inspection*:

- Email **Final LSF** to Chris Stanaland at cstanaland@frontierenergy.com
- Schedule post-inspection with Chris Stanaland after project is completed
- Post-Installation photos of each fixture type and wattage (minimum of three required)
- Upon request, specification sheets may be required

*** Pre and post-inspections are to be conducted by EPE's Program Consultant, Frontier Energy on all projects unless informed otherwise by EPE's Program Coordinator or Frontier Energy's Program Consultant. New Construction projects do not require pre-inspection, as eligibility is determined from plan submittals.**

4. Payment Submission

- Upon completion of post inspection, submit the following documents to cstanaland@frontierenergy.com:
 - Final 2019 **NM Lighting Survey Form** (Excel format)
 - Customer signed **Customer Acknowledgment Form** (Project Info tab from LSF)
 - W9** (signed and dated)
 - "Paid" Invoice**, clearly showing qualified lighting products, EPE rebate and customer cost
 - Note: screw-in LEDs and CFLs purchased from retail outlet participating in the CFL and LED Buy Down Program are not eligible for incentive and **MUST** include receipt to show point of purchase.
- EPE Incentive processing can take **up to 4-6 weeks**.

5. Quality Control/Quality Assurance:

- Maintain program compliance
- Participating contractors who fail to meet program guidelines may face probation, suspension, or termination from the program.
- Upon request, customer must allow access to EPE, Frontier Energy, and NM Public Regulatory Commission's independent Measurement & Verification Evaluator, who may randomly inspect completed projects.