



Commercial Rebates

THERMAL ENERGY STORAGE – HOW TO PARTICIPATE

STEP 1 – Customer Information Request

- A. Complete and submit a *Customer Information Request* form. The form can be mailed to 811 Barton Springs Rd. (3rd floor), Austin, Texas 78704, by FAX at 505-4026 or by calling 482-5346. Requests can also be emailed to conservation@austinenenergy.com.
- B. An Austin Energy Representative will contact you to schedule an initial assessment of your facility. After the assessment is completed, the representative will determine if the facility qualifies for the Thermal Energy Storage Program and, if qualified, give you a list of participating engineering firms who can conduct your Feasibility Study.
- C. After you decide which energy conservation measures to install, the next step is to solicit bids and select the appropriate vendors/contractors. Austin Energy can provide you with a list of vendors/contractors who have participated in our programs.
- D. Select an engineering firm to complete the Feasibility Study and submit a Feasibility Study application, if partial reimbursement is desired.
- E. Austin Energy will review the Feasibility Study application and, if the information is complete, a Feasibility Study Agreement will be executed between you and Austin Energy.

STEP 2 – FEASIBILITY STUDY

- A. Austin Energy will review the Feasibility Study for completeness and reasonableness. Comments will be returned to you if there are deficiencies in the report or analysis.
- B. Austin Energy will inform you when the study is accepted and, if reimbursement was requested, you will be required to sign a Check Request form in order to receive the Feasibility Study rebate.
- C. If anticipated peak demand shift is 100 kW or less, Austin Energy will not assist with feasibility study costs, but will estimate the kW that would be eligible for rebate.

STEP 3– REBATE APPLICATIONS & INSPECTION PROCESS

- A. After the Feasibility Study has been approved, you can submit a Thermal Energy Storage Rebate Application that references the results of the Feasibility Study or Austin Energy's estimate of demand shifted.
- B. Based on the information provided in the Thermal Energy Storage rebate application and the Feasibility Study or Austin Energy's estimate, Austin Energy will issue a Letter of Intent. For rebate applications exceeding pre-determined City Council budgetary limits, after the City Council approves it, Austin Energy will issue a Letter of Intent.
- C. The Letter of Intent will be valid for 270 days to allow time to complete the installation.

STEP 4– TIME-OF-USE CONTRACT

- A. You will be required to enter into a Time-of-Use Contract to be eligible for the Thermal Energy Storage Time-of-Use Rider. This Rider provides for the revised rate schedule that will work in conjunction with your Thermal Energy Storage system to generate maximum cost savings. This rate is applicable to customers who shift to off-peak time periods no less than the lesser of 20% of the customer's normal on-peak Summer Billed Demand or 2,500 kW through the use of Thermal Energy Storage technology. The Summer Billed Demand shall not be less than 50% of the normal on-peak Summer Billed Demand.
- B. After execution of the Time-of-Use Contract, Austin energy will utilize either a time-of-use meter or an Interval Data Recording (IDR) meter. The meter will be used to record your on-peak and off-peak energy and demand for billing purposes.

STEP 5 – REBATE PAYMENTS

- A. After you complete the installation and execute a Time-of-Use Contract, an Austin Energy Representative will schedule an inspection to verify the installation.
- B. All rebates are made payable to the commercial end user as listed on the Rebate Check Request form. Austin Energy completes this form at the time of inspection.
- C. The maximum rebate level is independent of qualifying rebates available through other Austin Energy programs. The rebate payment for each energy project cannot exceed 50% of the total job cost, including equipment, installation, and tax.
- D. The rebate check will arrive 4 to 6 weeks from the date of installation passes the inspection and all required documentation is received.

The Austin Energy guidelines and rebate levels are subject to change at any time, without notice.

Austin Energy – Power Saver™ Program – Commercial Rebate
811 Barton Springs Road, 3rd Floor. Austin, TX 78704. Phone (512) 482-5346. FAX (512) 505-4026
E-mail: conservation@austinenergy.com website: www.austinenergy.com