



# San Diego Retrocommissioning Program Application

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The San Diego Retrocommissioning Program\* (RCx Program) helps building owners improve the efficiency of their building operations by offering incentives and technical assistance for retrocommissioning services. The Program is managed by Portland Energy Conservation, Inc. (PECI), an independent company, and funded by California utility customers under the auspices of the California Public Utilities Commission (CPUC).

To be eligible for the Program, the building must meet the programmatic requirements listed below:

- Electric and natural gas services are provided by San Diego Gas & Electric® (SDG&E).
- Building has at least 100,000 square feet of conditioned space.
- Owner is willing to sign a release of energy bills for the last 12-24 months and through the program duration (see separate form). The data will be used throughout the retrocommissioning (RCx) process and to generate an ENERGY STAR® benchmark score at project start and approximately 12 months after completion.
- Owner is committed to implementing agreed upon measures identified through the program, including all measures with a one year or less payback, within 12 months of project start date (a cap will be set at project start for the maximum amount to be designated for implementing measures that pay back in one year or less).
- Owner is willing to commit at least 40-60 hours of senior building operations staff time to support the project. Necessary support will include providing building and equipment documentation, access to control systems and access to portions of the building relevant to the retrocommissioning process.
- There are no known barriers to implementing retrocommissioning improvements or repairs, such as tenant agreements or sensitivities, environmental dangers, including asbestos, or manual control systems.

If the building meets the programmatic requirements, building owners may apply for the Program by submitting the following:

1. Program Application Form
2. Utility Authorization Form

For more information please call us at 866-961-6144

Please return all forms to:

By mail: Portland Energy Conservation, Inc.  
Attn: San Diego RCx Program  
1400 SW 5th Ave Ste 700  
Portland OR 97201

By fax: (858) 430-3446

**By email: [sandiegorcx@peci.org](mailto:sandiegorcx@peci.org) (preferred method)**

(Please write “San Diego RCx Program Application” in the subject line)

*Please send an original signed copy by fax, mail or email (as a scanned PDF)*

### CUSTOMER INFORMATION

Company	Building Name		
Building Address	City	State	Zip
		CA	
Mailing Address (if different than above)	City	State	Zip
		CA	

### CONTACT INFORMATION

Building Owner/Representative Name	Building Owner/Representative Title		
Email	Telephone #	Fax #	
Primary Contact (if different than above)	Primary Contact Title		
Email	Telephone #	Fax #	

### ENERGY USAGE

	<i>ELECTRIC</i>		<i>NATURAL GAS</i>	
Utility Provider				
Estimated Annual Usage (last 12 months)		kWh		therms
Estimated Annual Cost (last 12 months)				
Peak Summer Demand		kW		
Number of Meters	Electric	Gas		
Is there on-site generation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, source?	

### BUILDING INFORMATION

Primary Building Use(s): (check all that apply)	<input type="checkbox"/> Education	<input type="checkbox"/> Conference	<input type="checkbox"/> Retail
	<input type="checkbox"/> Lodging	<input type="checkbox"/> Office	<input type="checkbox"/> Other (Specify)
	<input type="checkbox"/> Medical	<input type="checkbox"/> Restaurant	
Building Square Footage (gross)	Building Square Footage (conditioned)		If multiple buildings are included, how many?
Percent Occupancy	Year Constructed		Total Annual Hours of Operation

## HVAC SYSTEM INFORMATION

Primary Source for Cooling:	<input type="checkbox"/> Electric	<input type="checkbox"/> Gas	<input type="checkbox"/> Other (e.g. District Cooling)
Cooling Equipment	<input type="checkbox"/> Chilled Water Plant	<input type="checkbox"/> Packaged Equipment (e.g. Roof Top Units)	
	<input type="checkbox"/> Water Loop Heat Pumps	<input type="checkbox"/> Other (Specify)	
Primary Source for Heating:	<input type="checkbox"/> Electric	<input type="checkbox"/> Gas	<input type="checkbox"/> Other (e.g. District Heating)
Heating Equipment	<input type="checkbox"/> Hot Water Boiler(s)	<input type="checkbox"/> Steam Boiler(s)	<input type="checkbox"/> Packaged Equipment (e.g. RTUs)
	<input type="checkbox"/> Electric Resistance Heaters	<input type="checkbox"/> Other (Specify)	

## CONTROL SYSTEM INFORMATION

Indicate Type of Controls and Equipment Controlled	<input type="checkbox"/> Direct Digital:	<input type="checkbox"/> Pneumatic:	<input type="checkbox"/> Other (Please Explain)
	<input type="checkbox"/> Central Plant	<input type="checkbox"/> Central Plant	
	<input type="checkbox"/> Zone Terminal Equipment	<input type="checkbox"/> Zone Terminal Equipment	
	<input type="checkbox"/> Other (e.g. RTUs)	<input type="checkbox"/> Other (e.g. RTUs)	
Are changes to the HVAC or control system currently funded or underway? If yes, please explain and indicate timeline.			<input type="checkbox"/> Yes <input type="checkbox"/> No

## HOW DID YOU HEAR ABOUT THE PROGRAM?

Specify Who:	Specify How/Where:
<input type="checkbox"/> SDG&E	<input type="checkbox"/> Email
<input type="checkbox"/> Other Utility	<input type="checkbox"/> Newspaper/Magazine
<input type="checkbox"/> PECI	<input type="checkbox"/> Event
<input type="checkbox"/> Organization	<input type="checkbox"/> Sales Call
<input type="checkbox"/> AEC	<input type="checkbox"/> Web
<input type="checkbox"/> Contractor/Professional	<input type="checkbox"/> Flex Your Power

## Building Owner Certification

By signing this application, I certify as the building owner or the owner's authorized representative that the information contained within this application is true and factual. I also certify that I am interested in receiving a building screening to determine if this building qualifies for the Program's services and incentives.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*\* The San Diego Retrocommissioning Program is administered by Portland Energy Conservation, Inc. (PECI) under a contract awarded by San Diego Gas & Electric Company (SDG&E®). This program is funded by California utility customers under the auspices of the California Public Utilities Commission. California customers who choose to participate in this program are not obligated to purchase any additional services offered by the contractor. The trademarks used herein are the property of their respective owners. All rights reserved.*

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