



### Commercial Retrofit Lighting Program Procedures (2009-2010)

The following procedures explain how the Merced Irrigation District's (the District) commercial/industrial lighting customers can participate in and receive rebates through the Commercial Retrofit Lighting Program. There are two important points regarding participation in this program:

1. **Availability of Funds:** The rebate funds for this program are limited, and are allocated to customers on a first come, first served basis. **Projects must be pre-approved by the Merced Irrigation District to assure availability of funds.**
2. **Inspection of Completed Projects:** All completed projects will be inspected by the District's Efficiency Services Department. **Completed jobs must be approved by the District before rebate funds will be released.**

#### 1-For-1 Lighting Upgrades

1-For-1 Lighting Upgrades are projects where the number of existing and proposed fixtures and lamps are the same.

Lighting projects with measures listed in the "1-For-1 Upgrades" section of the Merced Irrigation District's Commercial Lighting Rebates Chart can be processed using the following guidelines:

1. The lighting contractor meets with the customer and calculates the customer rebate by completing the Lighting Program spreadsheet and application. (Lighting Program spreadsheets must be requested from MID.)
2. Customer or contractor submits the completed rebate application form and lighting spreadsheet to the District for review.
3. The District will review the spreadsheet calculations for accuracy and check for availability of rebate funds. Upon approval, the District will notify, in writing, the contractor and customer.
4. Contractor and Customer enter into an Agreement, and the lighting measures are installed.
5. When job is completed, Customer or Contractor contacts the District to schedule an inspection of the completed job.
6. The District visits the job site and inspects the lighting installation. The District records the quantity and description of the equipment installed. At this time, the customer will need to provide the District with a copy of the contractor invoice. The

Contractor invoice should include the customer name, address, phone, quantity and description of equipment installed, and the final job cost.

7. Based on the equipment that was verified installed during the post-inspection, the District finalizes the Customer rebate amount.

***If the job was completed as submitted, the customer will receive the rebate amount confirmed in step #3 OR 60% of the installed job cost, whichever is less.***

***If the job was not completed as originally submitted based on the equipment that was verified during the post-installation inspection, the District will adjust the final rebate amount accordingly.***

8. The approved rebate is processed by the District.
9. Merced Irrigation District issues a rebate check to the Customer, or customer assigned Contractor.

### **Lighting Upgrades with Delamp**

Lighting upgrades with delamp are projects that reduce the total number of lamps and/or fixtures installed in the facility. These are common in facilities that have existing light levels that are too high for their needs. The rebates are higher for delamp projects due to the additional energy savings resulting from the reduced number of lamps/fixtures.

Application for delamp rebates are made the same way as 1-For-1 rebates. ***However, to qualify for delamp rebates the contractor must be able to document the number of existing lamps and fixtures at the beginning of the projects.*** This can be done in one of two ways:

- Contact the District to perform a pre-installation inspection prior to the start of work. The District will visit the site and verify the number of existing fixtures and lamps.
- Take digital photos that clearly document the number of existing lamps and fixtures, and provide them to the District at the time of the post-installation inspection. Note: If the photos do not adequately document the pre-existing fixtures and lamp counts (at the District's discretion), the customer rebate will be based on the 1-For-1 rebate amounts and the equipment that is verified installed by the District during the post-installation inspection.

### **Custom Lighting Projects**

Lighting projects not described in the Merced Irrigation District's Commercial Lighting Rebate chart may still qualify for incentives. These projects require pre-approval by MID before the work can begin. Contact the District's Public Benefits Department at **(209) 722-5761 x.119** for more information regarding custom lighting projects.