



HVAC & Weatherization Measures Contractor Checklist

Submit all work to EnergyServices@ci.richland.wa.us

Residential Energy Efficiency Program

Offer valid through September 30, 2020 or until funding expires

HVAC MEASURES	ELIGIBILITY REQUIREMENTS: (CITY OF RICHLAND CUSTOMERS ONLY)	*SINGLE FAMILY EXISTING	MANUFACTURED HOME Existing	PAPERWORK TO BE SUBMITTED TO RICHLAND ENERGY SERVICES
PTCS Duct Sealing	Any electric forced air furnace or heat pump system with at least 50% of ducts outside. <i>Pre leak must meet PTCS requirement</i>	\$250	\$200	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> ***Customer Invoice <input type="checkbox"/> ****Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> PTCS Duct Seal Form (hand written) <input type="checkbox"/> Registry Duct Seal Report PTCS
PTCS Commissioning & Controls	Any new Air Source Electric Heat Pump with AHRI certificate <u>must meet minimum Federal Standards for efficiency</u>	\$300	\$300	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> ***Customer Invoice <input type="checkbox"/> ****Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> PTCS Form (hand written) <input type="checkbox"/> PTCS Commissioning <input type="checkbox"/> AHRI Certification <input type="checkbox"/> Balance Point Worksheet <input type="checkbox"/> Load Calculations
* New PTCS Air Source Heat Pump 9.0 HSPF and 14 SEER or better	Replacing Heat Pump	\$500 \$700 VS*	\$500 \$700 VS*	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> ***Customer Invoice <input type="checkbox"/> ****Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> PTCS Form (hand written) <input type="checkbox"/> PTCS Commissioning <input type="checkbox"/> AHRI Certification <input type="checkbox"/> Balance Point Worksheet <input type="checkbox"/> Load Calculations
	Replacing Zonal Electric System	\$500 \$700 VS*	\$500 \$700 VS*	
	Replacing Electric Forced Air Furnace	\$1400 \$1600 VS*	\$1400 \$1600 VS*	
Ductless Heat Pump Only 1 rebate per residence	<ul style="list-style-type: none"> • Must have Zonal Electric primary heat • Only one rebate per residence 	\$800	800	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> ***Customer Invoice <input type="checkbox"/> ****Rebate Application <input type="checkbox"/> Participation Agreement
	<ul style="list-style-type: none"> • Must have Electric Forced Air Furnace as primary heat • Only one rebate per residence 	\$800	800	<input type="checkbox"/> DHP Installation Form <input type="checkbox"/> Contractor Invoice Form – Final Approval

* PTCS Commissioning and Controls cannot be claimed separately, incentives are already included in this measure. PTCS Duct Sealing can be claimed as a separate measure, unless; 50% or more of the ducts are inside of conditioned space, the ducts have been previously sealed and PTCS certified, or the ducts are not leaky enough to warrant sealing.

Owner's Name: _____ Address: _____

WEATHERIZATION MEASURES	ELIGIBILITY REQUIREMENTS:	**Multi-Family Existing	*Single-Family Existing	Manufactured Home Existing	PAPERWORK TO BE SUBMITTED TO RICHLAND ENERGY SERVICES
Attic Insulation	Any electrically heated home ~ Existing Ins R0 to R38	See rebate application	See rebate application	N/A	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> ***Customer Invoice <input type="checkbox"/> ****Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> Installation Certificate
Floor Insulation	Any electrically heated home ~ Existing Ins R0 to R19	See rebate application	See rebate application	See rebate application	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> ***Customer Invoice <input type="checkbox"/> ****Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> Installation Certificate
Wall Insulation	Any electrically heated home. ~ Existing Ins R0	See rebate application	See rebate application	See rebate application	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> ***Customer Invoice <input type="checkbox"/> ****Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> Installation Certificate
ENERGY STAR® Replacement Doors	Any electrically heated single family or manufactured home. Must replace an Uninsulated or otherwise substandard exterior door.	\$ 40	\$ 40	\$ 40	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> ***Customer Invoice <input type="checkbox"/> ****Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> ENERGY STAR® documentation & Pre-Condition
Replacement Windows ≤U - .30	Any electrically heated home. Must replace single-pane, single-pane with storm, or double-pane with metal frame. Must be NFRC Certified weighted average of ≤U - .30	\$6 sf	\$6 sf	\$6 sf	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> ***Customer Invoice <input type="checkbox"/> ****Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> U-Factor documentation <input type="checkbox"/> 2-Yr Warranty
Replacement Windows ≤U - .22	Any electrically heated home. Must replace single-pane, single-pane with storm, or double-pane with metal frame. Must be NFRC Certified weighted average of ≤U - .22	\$8 sf	\$8 sf	\$8 sf	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> ***Customer Invoice <input type="checkbox"/> ****Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> U-Factor documentation <input type="checkbox"/> 2-Yr Warranty

Home

The word “Home” as used in this document refers to the electrically heated living space within the residence. It does not include attached garages, unheated basements and porch areas or out buildings.

***Single Family**

Single Family includes buildings with four or fewer residences.

Rebates are available at one or possibly more per residence. For example, homes that have two separately ducted heat pump systems qualify for 2 rebates when both systems are being replaced. Consult a City of Richland Energy Specialist for multiple rebate approval.

****Multi-Family**

Multi-family includes buildings with more than four residences and three or fewer stories. Pre-approval by RES is required.

*****Customer Invoices**

Customer Invoices must reflect the following:

- The customer name and address of install
- The total cost of each measure
- Separate line-item stating “Richland Energy Services Rebate” for each measure that has been credited to the customer
- The total cost to the customer

******Rebate Application**

Weatherization measures on rebate application must detail pre- and post-insulation levels, existing windows types (when bidding window replacements) and square footages. This is needed to satisfy BPA’s energy audit requirement.