



# ENERGY SAVINGS ASSISTANCE COMMON AREA MEASURES

## ESA CAM Measure Project Verification Form

### Instructions:

This form must be filled out by the **property representative** and returned to ESA CAM staff along with the project invoices and additional documentation **after installation of the project**.

I, \_\_\_\_\_ of \_\_\_\_\_,  
(Property Representative) (Applicant Company)

confirm that all upgrades are complete at \_\_\_\_\_ and  
(Project Name)

I have provided all applicable documentation requested below. This letter is my formal request for verification review by ESA CAM staff. I commit to meeting all requests as part of the verification review in order to receive incentives for the project.

PG&E's Central Inspection Program selects certain projects for site inspection. Provide contact information for a property staff member that can be available should PG&E select this project.

Property Staff Name	Phone	Email

The table below details the measures as noted in the Project Approval Letter. If there were changes to any measures or specifications, note them in the space provided.

*Please initial to confirm submission of invoices, cut sheets, and photos. ESA CAM Staff fills out gray boxes. For lighting, append this document with take-offs and refer to these under the specification column in the table below.*

Measure	Specification	Measure Costs	Initial
Notes:			
Total Project Costs			

(Signature of property representative) \_\_\_\_\_ (Printed Name) \_\_\_\_\_ (Date)



[www.esacommonarea.com](http://www.esacommonarea.com)



[multifamilySPOC@TRCcompanies.com](mailto:multifamilySPOC@TRCcompanies.com)



866-352-7457



# ENERGY SAVINGS ASSISTANCE COMMON AREA MEASURES

## Incentive Recipient Certification and Contractor Certification

California Public Utilities Code Section 399.4 (b) et seq and the California Public Utilities Commission Decision 12-05-015 state, a recipient of an incentive for installing energy efficiency measures and contractor's installing heating, ventilation and air conditioning (HVAC) measures, including heat pumps, if applicable, must provide the following certifications included in the ESA CAM requirements as follows:

**To be signed by the ESA CAM Project incentive recipient:**

### INCENTIVE RECIPIENT CERTIFICATION

As the recipient of the ESA CAM Project incentive, I certify the improvement and/or installation of the ESA CAM Measure(s) for the Project complied with applicable permitting requirements and, if a contractor performed the Project work, I verified the contractor had the required license for the work.

Stacy Williams

Name (Print)

Vista Wood Terrace Apartments

Business/Organization Name

Signature

Date

**To be signed by the ESA CAM Project HVAC installing or overseeing Contractor.**

### CONTRACTOR LICENSE CERTIFICATION AND PROJECT HVAC PERMIT

As an authorized agent of my company, I certify I was or the contractor for the company was licensed when performing the ESA CAM Project HVAC work, followed applicable HVAC and other ESA CAM Project permitting requirements and attached the required proof of the HVAC permit closure.

9	9	9	9	9	9	9	M				
---	---	---	---	---	---	---	---	--	--	--	--

Permit Number

City of Clovis

Permitting Agency

Great Contractor Company

Contractor Company Name

Bob Law

Company Representative (Name and Title)

Signature

12/12/2020

Date

### PROOF OF HVAC PERMIT CLOSURE

- ☐ ESA CAM Project did not include HVAC installation
- ☒ Attached HVAC permit closure by permitting authority.

### RETURN FORM TO

ESA CAM Staff

[multifamilySPOC@TRCcompanies.com](mailto:multifamilySPOC@TRCcompanies.com)



[www.esacommonarea.com](http://www.esacommonarea.com)



[multifamilySPOC@TRCcompanies.com](mailto:multifamilySPOC@TRCcompanies.com)



866-352-7457



Project invoices are required to define the energy efficiency measure installed including quantities, equipment information, and costs. Invoices must include all information shown in the example below. Please also include bills of lading or bills of materials from equipment suppliers showing quantities and line-item costs for the ESA CAM measures. The invoice or supplemental documentation must provide a breakdown of materials, labor, and other costs (e.g., overhead and profit, etc.).

The following items are required for every invoice:

 **866-352-7457**



# ENERGY SAVINGS ASSISTANCE COMMON AREA MEASURES

## Additional Documentation Requirements:

In addition to invoices, review the table below to determine additional documentation requirements for specific measures and provide this checklist with the submittal. Highlight cut sheets to show the specific model installed. Submit photos from the project site that clearly show the subject and model numbers.

Provide relevant project measure documentation as follows:

Measure	Photo Requirements for Each Unique Model Number Installed	Efficiency Documentation
<b>Water Heating</b>		
<b>Water heaters</b>	Photo of unit, photo of nameplate	Cutsheet with model installed highlighted
<b>Demand Control DHW Recirculation Pump for Electric and Gas DHW</b>	Photo of unit, photo of nameplate	Cutsheet with model installed highlighted
<b>Variable Speed DHW Recirculation Pump</b>	Photo of unit, photo of nameplate	Cutsheet with model installed highlighted
<b>Low flow lavatory aerators, kitchen aerators, and showerheads</b>	Photo of unit, photo of GPM	Cutsheet or package photo with GPM installed
<b>Building Envelope</b>		
<b>Ceiling/Attic Insulation</b>	Wide angle view, pre- and post-install photos measuring depth with ruler or depth gauge	Attestation with signature or copy/photo of insulation certificate with signature
<b>Efficient Windows</b>	Photo of unit, photo of NFRC sticker	Cutsheet with model highlighted
<b>Reflective Window Film</b>	Photo of unit, photo of NFRC label	Cutsheet with model highlighted
<b>Wall Insulation: Blown-in</b>	Wide angle view of installation in progress	Attestation with signature or copy/photo of insulation certificate with signature
<b>Lighting</b>		
<b>All Lighting</b>	Photo of unit, photo of nameplate	Cutsheet with model highlighted
<b>Wall or Ceiling Mounted Occupancy Sensor</b>	Photo of unit	Cutsheet with model highlighted
<b>Heating and Cooling</b>		
<b>High Efficiency PTAC and PTHP</b>	Photo of unit, photo of nameplate	Cutsheet with model highlighted
<b>Forced air cooling</b>	photo of unit, photo of nameplate, photo of fan, photo of fan nameplate	Cutsheet with model highlighted. Provide AHRI certified reference number
<b>Forced air heating</b>	photo of unit, photo of nameplate, photo of supply fan, photo of supply fan nameplate	Cutsheet with model highlighted
<b>Space heating boiler</b>	Photo of unit, photo of nameplate	Cutsheet with model highlighted
<b>Smart Thermostat</b>	Photo of unit, photo of nameplate	Cutsheet with model highlighted
<b>Appliance and Plug Loads</b>		
<b>ENERGY STAR® Commercial Grade Clothes Washer</b>	Photo of unit, photo of nameplate	Cutsheet with model highlighted
<b>ENERGY STAR® Refrigerator</b>	Photo of unit, photo of nameplate	Cutsheet with model highlighted
<b>Tier-2 Smart Power Strip</b>	Photo of unit, photo of nameplate	Cutsheet with model highlighted
<b>Variable Speed Pool Pumps for Swimming, Spa, and Wading Pools</b>	Photo of unit, photo of nameplate, photos of pump settings.	Cutsheet with model highlighted, operating schedule

