Large Facilities Retro-Commissioning Application

Retro-commissioning (RCx) involves identifying and implementing low- and no-cost energy efficiency improvements (0-2 year payback). RCx surveys also provide a road map for potential capital energy efficiency opportunities (2-15 year payback) which may qualify for incentives through the Custom application.

Does your facility/project qualify?

- ☐ Non-residential facility.
- ☐ At least 100,000 square feet of conditioned space (facilities 20,000 - 100,000 square feet may use the RCx Lite application).
- ☐ Existing energy management control system (EMCS/EMS/BAS) that monitors and controls HVAC systems.
- ☐ At least five years old and at least five years since previous RCx survey of similar scope.
- ☐ Electric projects: electric delivery service rate DS2, DS3, DS4, or DS6 and Energy Efficiency Programs Charge on Ameren Illinois electric bill for the service point corresponding to the electric project. If your account is opted out of the Energy Efficiency Programs for 2026, you will be ineligible to participate in Ameren Illinois' EE electric program.
- ☐ Gas projects: gas delivery service rate GSD2, GDS3, GDS4, GDS5, or GDS7 and Energy Efficiency Programs Charge on Ameren Illinois gas bill.
- ☐ Estimated project completion date is before **December 31, 2026**.
- ☐ Final application paperwork is due within 30 days of project completion or by December 31, 2026, whichever comes first.

What you should know before beginning:

- ☐ There are five phases: screening, application, survey, implementation, and verification (see next page). Each phase includes required documentation that must be reviewed before the project moves forward to the next phase.
- ☐ Incentives:
  - ☐ The **survey incentive** covers **95% of the survey cost*** and is paid in two parts:
    - 5% - 10%, up to $20,000, is paid as a survey stipend after the screening phase.
    - The remaining survey incentive is paid after approval of the implementation and verification phases.
  - ☐ The **implementation incentive** is in addition to the survey incentive and is paid at **$0.10/kWh or $0.15/therm** saved through verified RCx measures with a 0-2 year payback (savings capped at 25% of annual usage unless metered verification provided).
- ☐ Data from the RCx survey may be used as the basis of a Custom incentive application for non-RCX measures.
- ☐ Preapproval is required before the RCx survey is initiated (including generating purchase orders).
- ☐ An Ameren-approved retro-commissioning service provider (RSP) must complete the screening, application, survey and verification phases. Implementation may be performed by the RSP, customer, or other contractor.
- ☐ Measures must be (1) self-installed by an employee of the Ameren Illinois customer listed on this application, or (2) installed by an Illinois Commerce Commission-approved Certified Installer to qualify for an incentive. Certification of self-installation or evidence of installation by a Certified Installer will be required. A full list of Certified Installers can be found at www.icc.illinois.gov/emdb/ucdb/search by choosing Authority Type, 'Energy Efficiency Installers.'

** In facilities where Ameren Illinois provides only one fuel source (gas or electric), the survey incentive will be reduced to 50% of the survey cost.*

Please save a copy of this form to your computer and use Adobe Acrobat to complete the document. Most browsers (Chrome, Internet Explorer, Safari) do not auto-fill calculations.

Selecting a Retro-commissioning Service Provider (RSP):

- An RSP is a consulting firm or design-build contractor with proven experience in successfully completing RCx projects. Customers and RSPs typically maintain an ongoing relationship to implement low/no-cost efficiency measures and take advantage of incentives offered by the Ameren Illinois Energy Efficiency Program.
- To receive incentives, customers **must work with an Ameren-approved RSP** to complete the screening, application, survey and verification phases of this application. Customers who have an existing relationship with an RSP which is not Ameren-approved should work with the Program to obtain approval before proceeding.
- To select an Ameren-approved RSP, see: www.amerenillinoissavings.com/business/retro-commissioning/

Please contact program representatives with questions: IllinoisBusinessEE@ameren.com or 1.866.800.0747.

Large Facilities RCx Application

Large Facility RCx Participation Outline:

Phase 1: Screening – Program determines if facility is a good candidate for RCx

- ☐ Customer selects a program-approved retro-commissioning service provider (RSP) ..... (Page 1)
- ☐ Customer/RSP complete the initial application and RCx screening tool ..... (Pages 3-7)
- ☐ Customer signs acknowledgement of Terms and Conditions ..... (Pages 4-5, 8)
- ☐ Customer selects payee for survey incentive (including initial stipend) and implementation incentive ..... (Page 8)
- ☐ Program reviews the screening application.
- ☐ If approved, Program pays a survey stipend of 5-10% of estimated survey cost.

Phase 2: Application – A preliminary RCx plan is proposed

- ☐ A walkthrough investigation identifies proposed energy conservation measures (ECMs) ..... (Page 9-11)
- ☐ RSP performs basic calculations to estimate potential energy savings ..... (Page 9-11)
- ☐ RSP submits a survey proposal ..... (Page 9)
- ☐ Customer signs acknowledgement of preliminary RCx plan ..... (Page 11)
- ☐ Program technical review determines the minimum energy savings requirement.

Phase 3: Survey – An in-depth RCX survey is used to develop the implementation plan (survey report)

- ☐ RSP completes in-depth RCx survey to develop the implementation plan, including ..... (Page 12-13)
  - ○ Facility profile, benchmarking, plans/drawings, equipment and control sequences.
  - ○ Prioritized list of recommended ECMs with detailed calculations and/or trend data to support estimated energy savings.
  - ○ Recommendations for post-implementation verification, tracking and operating procedures.
- ☐ RSP presents the implementation plan to the customer and the Program ..... (Page 12)
- ☐ Customer selects ECMs to meet the minimum energy savings requirement ..... (Page 14)
- ☐ Customer signs acknowledgement of implementation plan and commitment to implement measures ..... (Page 15)
- ☐ Program reviews plan and selected ECMs and gives approval to proceed with implementation.

Phase 4: Implementation – Energy conservation measures (ECMs) are implemented

- ☐ Customer/RSP notify the Program of implementation start date and expected end date ..... (Page 16)
- ☐ ECMs are implemented by customer, RSP or other contractors ..... (Page 16)
- ☐ Customer/RSP notify the Program that implementation is complete ..... (Page 16)

Phase 5: Verification – Energy savings are validated

- ☐ RSP completes verification survey, including settings, operation and/or trend data ..... (Page 17-18)
- ☐ RSP submits verification survey and data to the Program for technical review ..... (Page 17-18)
- ☐ If approved, Program pays the remaining survey incentive (95% of survey cost minus any previously paid stipend) and the implementation incentive ($0.10/kWh, $0.15/therm).

It is critically important to **notify the Program of any scope changes** being considered, as energy savings and incentive level may be affected. Program representatives can advise you as to possible impacts of the scope changes and assist in collecting necessary documentation.

Large Facilities RCx Application

Customer and Project Information

Table 1 - Ameren Illinois Customer and Project Information

Customer Name on Ameren Illinois Account Signed W-9 form is required documentation Click here for a blank W-9 form	Customer tax status: ☐ Taxable/non tax-exempt ☐ Government ☐ 501(c)(3) ☐ Other tax exempt	Ameren Illinois Electric Account Number: Ameren Illinois Natural Gas Account Number:	
Payment Remit To Mailing Address	City	State	Zip
Participant Contact Name		Title	
Participant E-mail Address	Phone (XXX) XXX-XXXX	Ext.	Fax (XXX) XXX-XXXX
Secondary Participant Contact Name (if applicable)	Phone (XXX) XXX-XXXX	E-mail Address	
Physical Installation Address (if different than above)			
Installation Address	City	State IL	Zip
Check one: ☐ Owner ☐ Tenant			
Name(s) of the person(s) who referred you to the Ameren Illinois Energy Efficiency Program for this project:			
Name of Ameren Illinois or Energy Efficiency Employee	Name of Referring Contractor or Program Ally		

Project Installation Information

☐ Self-installed by an employee of the Ameren Illinois customer listed on this application	☐ Installed by Illinois Commerce Commission-registered Certified Installer (Name, as registered with ICC: _

Retro-commissioning Service Provider (RSP) Information

Company Name	Contact Name	Title	
Mailing Address	City	State	Zip
E-mail Address	Phone (XXX) XXX-XXXX	Ext	Fax (XXX) XXX-XXXX

Facility/Project Description

Facility Type (check one):

- ☐ University/School
- ☐ Office
- ☐ Hospital
- ☐ Medical Office Building (outpatient services)
- ☐ Skilled Nursing Facility
- ☐ Other (Please specify):

Project Description: (check all that apply):

- ☐ Energy Management Control System
- ☐ Lighting Control System
- ☐ HVAC
- ☐ Building Envelope
- ☐ Pumping Systems
- ☐ Other (please specify):

Facility Size (square feet):

- Must be at least 100,000 sq. ft. to qualify for the incentives
- May include aggregate square footage from multiple facilities on one campus
- May include multiple space types (offices, classrooms, medical, industrial, etc.)

Newer versions posted to the Ameren Illinois Energy Efficiency Program website supersede all previous versions. The revision number is listed in the footer of each page. If you received pre-approval, the version of the application that was available at the time you submitted your pre-approval application will apply. If you did not obtain pre-approval, the version of the application that corresponds with the purchase dates of your equipment will apply.

Large Facilities RCx Application

Terms and Conditions

1. DEFINITIONS: Capitalized terms used but not defined elsewhere herein shall have the following meanings:
a) "Ameren Illinois" shall mean Ameren Illinois Company d/b/a Ameren Illinois.
b) "Application" shall mean the Customer completed program application used to apply for the specific Ameren Illinois incentive, these Terms and Conditions, and any other supplemental documentation.
c) "Retro-commissioning" shall mean those projects that are found on the *Large Facility*, *Industrial*, *Retro-commissioning Lite*, or *Compressed Air* applications
d) "Customer" shall mean an Eligible Customer who has submitted an Application.
e) "Custom Initiative" shall mean those projects that are not Standard, Retro-commissioning, or Streetlighting Initiatives. Projects that are found on *New Construction Lighting*, *Metering & Monitoring*, and *Feasibility Study* are also part of the Custom Initiative.
f) "EEM" shall mean energy efficiency measures.
g) "Eligible Customer" shall mean a non-residential electric and/or gas customer of Ameren Illinois that own and install a Qualifying EEM at the Facility corresponding to the Ameren Illinois account number. Each program application has different eligibility requirements for Delivery Service rates (DS# for electric, GDS# for gas) to be eligible for that program. Refer to the specific program application to determine if your business is eligible for that application.
h) "Facility" shall mean a single premise that, in general, consists of a contiguous tract of land separated by nothing more than a street, alley, or railroad right-of-way, where all buildings and/or energy-consuming devices are owned by a single Customer.
i) "New Construction" shall include construction of new buildings, change-of-use of existing buildings or land, additions to existing buildings, or when two or more building systems are renovated, such as shell and heating, heating and lighting, etc.
j) "Pre-approval" shall mean written notification via a pre-approval letter to Customer that Ameren Illinois has reviewed Customer's Application and determined that the project meets the program eligibility requirements for a maximum pre-approved incentive amount if the project is completed by the estimated completion date and all final application paperwork is submitted and approved.
k) "Program Bonus" shall mean any seasonal, temporary, or promotional additional incentive paid by Ameren Illinois to Customer.
l) "Qualifying Energy Efficiency Measures (EEMs)" shall mean either (i) standard gas or electric EEMs (i.e., measures found on any of the Standard Initiative applications); or (ii) measures eligible under the Custom Initiative approved by Ameren Illinois; or (iii) measures found in the Streetlighting or Retro-commissioning Initiative as identified in official program materials found on the Ameren Illinois Energy Efficiency website. The following technologies are not Qualifying EEMs: (i) technologies that do not demonstrate measurable and verifiable energy savings, including power conditioning; (ii) technologies that displace electrical energy use or natural gas to another fuel (i.e. fuel switching); or (iii) renewable energy projects (solar, wind power, etc.). Eligible gas measures do not include propane or butane measures.
m) "Standard Initiative" shall mean those projects associated with standard gas or electric EEMs. Standard Initiative includes the following: *Lighting (*not *New Construction Lighting), VFD, HVAC, Specialty Equipment, Equipment Installation, Smart Thermostat, Steam Trap* and/or *Leak Survey and Repair*. See the Ameren Illinois Energy Efficiency website for individual program applications (AmerenIllinoisSavings.com).
n) "Streetlighting Initiative" shall mean those projects that are found on the *Ameren Illinois owned* and *Municipal-owned* streetlighting applications
2. PRE-APPROVAL, INSPECTIONS AND FINAL APPROVAL:
a) For all projects, Ameren Illinois is not obligated to award any incentive payment unless an Application is submitted and Pre-approval is granted. Ameren Illinois will not pay incentives for any EEMs ordered or any purchase order generated prior to the date of the Pre-approval letter, unless the requested incentive is less than $10,000 on any Standard Initiative Application. Pre-approval reserves incentive funds for a period up to the estimated completion date provided in the Pre-approval letter. After the estimated completion date, Ameren Illinois may revoke the Pre-approval letter and reserved incentive funds. Customer is responsible for ensuring that the project is completed by the estimated completion date, the Application is complete and accurate, and the project meets program eligibility requirements in order to receive final approval and the incentive payment.
b) A pre-approval inspection and post-installation inspection of the project may be required before an incentive payment is made.
c) Ameren Illinois reserves the right to request additional supporting documentation as deemed necessary to ensure program eligibility and verify that the expected energy savings will occur.
3. INCENTIVE PAYMENT AMOUNTS:
a) Incentive caps are defined as follows:
i) Standard, Custom, Retro-Commissioning, and Streetlighting Applications: Electric incentives over $500,000 are likely to be reduced from the full incentive rate based on available program budget. Gas incentives are capped at $250,000 per project.
ii) New Construction Lighting, Feasibility Study, Leak Survey and Repair, Strategic Energy Monitoring, Small Business Direct Install, and Metering & Monitoring incentives are capped all capped at lower amounts. Please see individual program applications for further details.
b) Ameren Illinois reserves the right to adjust the incentive amount, based upon its independent assessment of appropriate savings or cost estimates.
c) Ameren Illinois will pay no more than the incentive amount in the Pre-approval letter.
d) Ameren Illinois reserves the right to cap incentives at $10,000 for Standard Initiatives that did not obtain Pre-approval.
e) The sum of all Incentives and any applicable Program Bonuses for Standard Initiative, Custom Initiative, or Streetlighting Initiative will be capped at the project cost, which includes material cost and external labor cost. Internal labor cost is not considered in the project cost. Steam Trap Surveys are eligible for incentives when internal labor is used according to the Steam Trap Application.
4. MONITORING AND EVALUATION: Customer grants Ameren Illinois and any of its agents, the right to make follow-up visits, inspections, metering, data collection and/or surveys of the Customer's Facility during the 36 months following the completion date of the project to verify the installation and performance of the EEMs that were funded by incentives upon reasonable notice to Customer. If Customer removes the EEMs at any time or Customer ceases to be a delivery service customer of Ameren Illinois within 36 months after installation, Ameren Illinois shall be entitled to recover from Customer the total amount of incentive payments made plus interest.

Large Facilities RCx Application

5. CUSTOMER DATA: By submitting an Application, Customer understands and authorizes Ameren Illinois and its third party providers and agents to retain Customer's Application, and use, store and share the information contained in the Application, together with such data and documentation collected in connection with the project, for the program and its internal business purposes. Customer agrees that Ameren Illinois may share such information with the Illinois Commerce Commission, or its contractors, who plan to evaluate my energy usage. Ameren Illinois may release aggregated, non-identifiable data to third parties for regulatory and non-regulatory purposes.

6. CUSTOMER SHALL PAY ALL TAXES: Incentive payments received by Customer or any third party payee designated by Customer on a Payment Release Authorization Form may be taxable by the federal, state, and local government. Customer is responsible for declaring and paying all such taxes, regardless of who receives the incentive.

7. REMOVAL OF EXISTING EQUIPMENT: Customer agrees, as a condition of participation in the program, to remove and dispose of any equipment being replaced by the EEMs in accordance with all applicable laws, rules, and regulations. Customer further agrees not to reinstall any replaced equipment or transfer it to any other party for installation in Illinois.

8. OWNERSHIP:

a) EEMs purchased and installed with incentives provided by this program, and all energy savings realized from the installation of such EEMs, are the property of Customer.

b) In consideration of the incentives provided by this program, Customer agrees that Ameren Illinois is entitled to all rights to any system capacity and environmental credits and attributes that may be associated with EEMs for which incentives from Ameren Illinois were received, and Customer waives, and agrees not to seek, any right to the same.

9. CHANGES OR CANCELLATION OF THE PROGRAM:

a) Ameren Illinois, in its sole discretion, may change any of the terms and conditions of the program, suspend acceptance of Applications, deny Applications already received and not yet pre-approved or terminate the program at any time without prior notice.

b) In the event of program change or cancellation, Applications that have been pre-approved will be processed to completion under the program requirements and Terms and Conditions in effect at the time of Pre-approval by Ameren Illinois.

c) Incentives under the program are offered on a first-come, first-served basis and are subject to project eligibility and the availability of funds.

10. LIMITATION OF LIABILITY AND INDEMNIFICATION:

a) AMEREN ILLINOIS' TOTAL LIABILITY TO CUSTOMER UNDER THESE TERMS AND CONDITIONS, OR ANY OTHER REQUIREMENT OF CUSTOMER'S APPLICATION OR CONDITION OF INCENTIVE AWARD SHALL BE LIMITED TO PAYMENT OF THE AMOUNT OF THE INCENTIVE PAYMENTS DUE TO CUSTOMER IN THE APPLICATION OR PRE-APPROVAL LETTER ACCORDING TO THE PROGRAM. AMEREN ILLINOIS, ITS PARENT, AFFILIATES AND SUBSIDIARIES, AND THEIR DIRECTORS, OFFICERS, EMPLOYEES, CONTRACTORS OR AGENTS SHALL NOT BE LIABLE TO THE CUSTOMER FOR THE CUSTOMER'S FAILURE TO ACHIEVE ANY RESULTS IN ENERGY SAVINGS; THE OPERATION OF THE CUSTOMER'S FACILITY; LOSS OF PROFITS OR REVENUE; LOSS OF USE OF CUSTOMER'S PROPERTY, EQUIPMENT OR POWER SYSTEM; INCREASED COSTS OF ANY KIND, INCLUDING BUT NOT LIMITED TO CAPITAL COST, FUEL COST AND COST OF PURCHASED OR REPLACEMENT POWER; OR ANY SPECIAL, INDIRECT, CONSEQUENTIAL OR INCIDENTAL DAMAGES WHATSOEVER IN CONNECTION WITH CUSTOMER'S APPLICATION, CUSTOMER'S PARTICATION IN THE PROGRAM, ANY EEMS INSTALLED AT CUSTOMER'S FACILITY OR ANY ACTIVITIES ASSOCIATED WITH THE PROJECT. *BY PARTICIPATING IN THE AMEREN ILLINOIS PROGRAM, CUSTOMER AGREES TO WAIVE ANY CLAIMS, EXCEPT AS PROVIDED IN THIS SECTION, AND FULLY RELEASES AMEREN ILLINOIS FROM ANY DAMAGES, OF ANY KIND ARISING OUT OF OR RELATED TO CUSTOMER'S APPLICATION AND ANY EEMS INSTALLED AT CUSTOMER'S FACILITY.*

b) Customer shall defend, indemnify, and hold harmless Ameren Illinois, its parent, affiliate and subsidiaries, and their representative directors, officers, employees, contractors and agents from and against all liabilities, losses, claims, damages, judgments, penalties, costs and expenses (including, without limitation, attorney's fees and expenses) from and against third party claims for injuries, including death, to any person, or for property damage, or for payment for goods or services arising out of or relating to Customer's Application or any EEMs installed at Customer's Facility.

11. NO WARRANTIES: Ameren Illinois and its parent, affiliates, employees, contractors and agents do not guarantee the energy savings, and do not make any representations or warranties of any kind, regarding the results to be achieved by the EEMs or the adequacy or safety of such measures. Ameren Illinois and its parent, affiliates, employees, contractors and agents do not endorse, guarantee, or warrant any particular manufacturer, contractor or product, and do not endorse or guarantee any claims, promises, work, or equipment made performed or furnished by any contractors or vendors that sell or install EEMs.

12. CHOICE OF LAW AND DISPUTES.

a) THESE TERMS AND CONDITIONS, OR ANY OTHER REQUIREMENT OF THE APPLICATION OR CONDITION OF INCENTIVE AWARD WILL BE GOVERNED IN ALL RESPECTS BY THE LAWS, STATUTES, AND REGULATIONS OF THE STATE OF ILLINOIS. AMEREN ILLINOIS AND CUSTOMER HEREBY IRREVOCABLY AND UNCONDITIONALLY WAIVE ANY RIGHT EITHER SUCH PARTY MAY HAVE TO A TRIAL BY JURY OR TO INITIATE OR BECOME A PARTY TO ANY CLASS ACTION CLAIMS IN RESPECT OF ANY ACTION, SUIT OR PROCEEDING DIRECTLY OR INDIRECTLY ARISING OUT OF OR RELATING TO THIS PROGRAM.

b) Customer agrees that any dispute arising out of or related the workmanship or performance of an EEM or the adequacy or safety or such measure shall be resolved solely between the Customer and the EEM contractor or equipment provider.

13. IF TENANT: If the facility is under lease, the Customer's tenant who controls the Facility, by executing this agreement, assumes the rights and obligations of the Customer hereunder. **(Rev18)**

Screening Phase

Completing this portion of the application is the first step in applying for incentive money for your Large Facilities RCx project. To begin the process, the RSP and Ameren Illinois customer must complete and submit the items listed in this check list.

Screening Phase Checklist

- ☐ Customer and Project Information (Table 1)
- ☐ Screening Tool is complete
- ☐ Customer signature (Acknowledgement and Signature Block)
- ☐ Stipend Payment Release (optional)

Screening Tool Guidelines

- The Large Facilities RCx Screening Tool is designed to assess and pre-qualify strong candidates for participation in the Large Facilities RCx Offering.
- This screening tool is designed to minimize the at risk investment of engineering man hours by the RSP in assembling the necessary information for the incentive application.
- Based on the results of the Screening Tool, projects that **do not qualify** for participation in the Large Facilities RCx Offering will not proceed any further with the RCx application process. Such projects will be provided with recommendations from an Energy Efficiency representative regarding other projects that may qualify for incentives.
- Based on the results of the Screening Tool, projects that **do qualify** for participation in the Large Facilities RCx Offering will receive a pre-qualification letter and an incentive stipend to defray costs of preparing the application phase. Such projects will then proceed with the submittal of a large facilities retro-commissioning incentive application.

Screening Tool

Facility age (for predominant building)	
	(years)

Equipment age		
Boiler Plant		(years)
Chiller Plant		(years)
AHUs		(years)
EMCS		(years)

Facility maintenance support (check one)	
☐ Limited	Limited – insufficient maintenance staff, no equipment service agreements, no preventative maintenance program
☐ Average	Average – adequate maintenance staff, developing equipment service agreements, developing preventative maintenance program
☐ Aggressive	Aggressive – robust maintenance staff, equipment service agreements in place, active preventative maintenance program

Customer/RSP relationship (check one)	
☐ New Customer	New customer – No projects to date
☐ Developing Relationship	Developing Relationship – some projects, 1-2 year relationship
☐ Strong Relationship	Strong Relationship – many projects, long-term relationship

Large Facilities RCx Application SCREENING PHASE

Customer motivation/Commitment level (check one)	
☐ Low-level	Customer is not fully committed to the retro-commissioning project, internal approval process has not been initiated.
☐ Mid-level	Customer is committed to the retro-commissioning project, internal approval discussions are in progress.
☐ High-level	Customer is committed to the retro-commissioning project, has internal approval, and expects to implement custom projects upon completion of retro-commissioning.
☐ Also, check here if your facility has a corporate energy policy and/or separate investment structure for energy-efficiency projects.	
☐ Also, check here if your project has received board approval (contingent on Ameren Illinois funding).	

Retro-Commissioning Opportunities (0-2 year payback) List up to five Energy Conservation Measures (ECMs) that represent potential opportunities for this facility.	
ECM #1	
ECM #2	
ECM #3	
ECM #4	
ECM #5	

Custom Opportunities (2-15 year payback) List up to five Energy Conservation Measures (ECMs) that represent potential opportunities for this facility.	
ECM #1	
ECM #2	
ECM #3	
ECM #4	
ECM #5	

Estimated Annual Energy Usage			
Electric		kWh	• Provide an order of magnitude estimate of the annual energy usage for this facility in kWh and therms. • Provide backup/supporting information if available.
Gas		therms	

Estimated Annual Energy Savings (retro-commissioning measures only)			
Electric		kWh	• Provide an estimate of the annual energy savings expected from the RCx measures for this facility. • This estimate may be expressed in kWh and therms or as a % of the existing annual energy usage. If presenting as a %, please provide the facility's existing annual energy usage in kWh and/or therms. • Provide backup/supporting information if available.
Gas		therms	

Estimated Survey Cost	
$	• Review the program overview tab to ensure a good working knowledge of the program requirements. • Provide an estimate of the RSP's survey cost for this project.

Requested Survey Stipend	
$	• Provide an estimate of the cost to meet the application phase requirements. (It is estimated this will typically include 1-2 weeks of effort and represent 5-10% of the total survey cost.) (capped at $20,000 for dual-fuel customers and $10,000 for single-fuel customers)

Estimated Completion Date (mm/dd/yyyy)	
	• Completion of the survey and the 0-2 year payback projects.

Terms of Agreement: Acknowledgement and Signature – Screening

I certify that all Information provided in this Application is correct and complete. I have read, understand and agree to the program requirements and the Terms and Conditions set forth in this Application, and I agree to abide by these requirements.

☐ By checking this box and signing below, I certify that I have the authority to make these statements and submit this Application.
Applications will not be accepted as "complete" unless this box is checked and all of the below fields are completed.

Print Name:_____ **Title:**_____

Signature:_____ **Date (mm/dd/yyyy):**_____

Please note, Electronic signatures are allowed and accepted by the Business Program. Typing your name above constitutes a valid electronic signature.

Incentive Payee Selection and Payment Release

PAYMENT(S) TO CUSTOMER:

I (Ameren Illinois Customer) elect to receive payment for the:

☐ Survey incentive (including stipend) ☐ Implementation incentive

to the address, and to the attention, of the Customer contact listed in Table 1, on page 3 of this application.

PAYMENT(S) TO RSP OR OTHER PARTY:

I (Ameren Illinois Customer) authorize payment of the:

☐ Survey incentive (including stipend) ☐ Implementation incentive

to the entity shown below. I understand and agree that I will not receive the indicated incentive payment from Ameren Illinois. I also understand and agree that my release of payment to a third party does not exempt me from the Program requirements and Terms and Conditions of this application.

Company Name:_____ ***Completed W-9 form is required for the payee***

Mailing Address:_____ **City**:_____ **State:**____ **Zip**:_____

Contact Name:_____ **Title**:_____

Email:_____ **Phone**:_____ **Ext**:_____ **Fax**:_____

SIGN HERE FOR BOTH OPTIONS:

Ameren Illinois Customer Name (Company):_____

Print Name:_____ **Title**:_____

Signature:_____ **Date (mm/dd/yyyy)**:_____

Original handwritten or certified electronic signature accepted



Submit application to this point. Do not proceed to the next phase until preapproval is given by Ameren Illinois Energy Efficiency Program.

Application Phase

Completing this portion of the application is the second step in applying for incentive money for your Large Facilities RCx project. To begin the process, complete and submit the items listed in this check list.

Application Phase Checklist

- ☐ Screening Tool submitted and approved
- ☐ Survey Scope and Savings Estimates (Tables 2a, 2b, & 2c)
- ☐ Customer signature (Acknowledgement and Signature Block)
- ☐ RSP Survey Proposal
- ☐ Energy Saving Calculations
- ☐ Walkthrough Survey Report
- ☐ Building Comparison Scores
- ☐ LIRF for requests over $50,000 (survey + implementation incentive)

RSP Survey Proposal Requirements (Include as supplemental documentation to the incentive application):

- Provided on RSP's letterhead
- Include survey scope, cost, and terms

Energy Saving Calculations (Include as supplemental documentation to the incentive application):

- Provide basic calculations to support the savings estimate in Table 2b and 2c
- Outline the contribution of each expected energy saving measure
- Provide an estimate of the existing annual energy usage for the facility (kWh and therms)
- When project specific values are not available, use Ameren Illinois Industry Standard Values: https://amerenillinoissavings.com/wp-content/uploads/2024/11/AIC-Standard-Values-for-RCx-12062022.pdf

Walkthrough Survey Report Requirements (Include as supplemental documentation to the incentive application):

- Conduct an on-site visit to confirm the existing conditions
- Include an equipment list for the existing HVAC and central plant systems
- Note any unusual conditions or challenges associated with this facility
- Identify any risks associated with the survey, implementation, or verification phases of the project (inaccessible areas, plant shutdown required to implement measures, etc)

Building Comparison Scores (Include as supplemental documentation to the incentive application):

- Please provide Energy Utilization Index (EUI): www.eia.gov/consumption/commercial/data/2018/
- Please provide ENERGY STAR® benchmark score. This score is established through the use of the ENERGY STAR Portfolio Manager tool. www.energystar.gov/portfoliomanager

Table 2a - SURVEY SCOPE (Existing Equipment)		
Survey Scope Check all that apply ☐ Energy Management Control System ☐ Lighting Control System ☐ HVAC ☐ Building Envelope ☐ Pumping Systems ☐ Heating Systems ☐ Boiler Plant ☐ Other (Please specify below)	**Pro-Forma Estimates** Energy savings measures (list of measures with 0-2 year payback)	
	Energy savings measures (list of measures with 2-15 year payback)	
	Survey Cost ($)	Survey Incentive – 95% of survey cost ($) [50% if gas- or electric- only]

Table 2b - SURVEY ESTIMATE FOR ELECTRIC MEASURES (Existing Equipment)				
Enter kWh Saved		Incentivized at 10 cents/kWh =	$	
A	Estimated Annual kWh Savings	(0-2 year payback measures only, for the entire system)		(kWh)
B	Your Electric Rate	(money spent on electricity for a year) divided by (kWh used in a year)		cents/kWh
C	Estimated Savings	A x B		$
D	Estimated Implementation Cost	(The 0-2 year payback measures only)		$
E	Simple Payback	D ÷ C		(years)

Table 2c - SURVEY ESTIMATE FOR GAS MEASURES (Existing Equipment)				
Enter Therms Saved		Incentivized at 15 cents/therm =	$	
A	Estimated Annual Therm Savings	(0-2 year payback measures only, for the entire system)		(Therms)
B	Your Gas Rate	(money spent on gas for a year) divided by (therms used in a year)		(cents per therm)
C	Estimated Savings	A x B		$
D	Estimated Implementation Cost	(The 0-2 year payback measures only)		$
E	Simple Payback	D ÷C		(years)

Ameren Illinois Customer Acknowledgement and Signature – Application

Estimated Survey Completion Date (mm/dd/yyyy)_____

Estimated implementation completion date (mm/dd/yyyy)_____

Estimate verification survey completion date (mm/dd/yyyy) _____

By signing below, I certify that all Information provided is correct to the best of my knowledge. There is support from facility management to invest in the implementation of energy saving measures identified in the retro-commissioning survey (minimum investment cost listed in Row D of Table 2b and 2c)

Print Name:_____ **Title:**_____

Signature:_____**Date (mm/dd/yyyy):**_____

Please note the application must be signed & dated by the customer or authorized 3rd party. Certified digital signatures are accepted. (If digital signature is not supported in your PDF software, please open this application in Adobe Acrobat Reader.)



Submit application to this point. Do not proceed to the next phase until approval is given by Ameren Illinois Energy Efficiency Program.

Survey Phase

Completing this phase is third step in applying for incentive money for your Large Facilities RCx project. To begin the process, complete and submit the items listed in this check list.

Survey phase checklist

- ☐ Written confirmation of estimated survey completion date (sent via e-mail to the program, provided by RSP)
- ☐ Copy of P.O. to RSP documenting initiation of the survey phase
- ☐ Electronic submittal of Implementation Plan
- ☐ Implementation Plan Presentation Meeting
- ☐ Completed Table 3 - Survey Checklist
- ☐ Completed Report, per Table 4 - Implementation Plan Report Outline
- ☐ Completed Table 5 - Program Commitment Form

Survey Phase Guidelines

- Survey phase must be initiated within 30 days of pre-approval letter or incentives may be at risk.
- Implementation Plan must be submitted to customer and Energy Efficiency representative at least one week prior to presentation meeting.
- Implementation Plan Presentation Meeting must be held and must include customer, Large Facilities RSP, and Energy Efficiency representative or incentives may be at risk. Without this meeting, the implementation incentive will not be provided.
- Program Commitment Form must be signed and completed within one week of Implementation Plan Presentation Meeting.
- Repairs may be initiated prior to submittal of Implementation Plan if necessary to maintain project schedule.

Implementation Plan Presentation Meeting Guidelines:

- This meeting may be conducted at the customer's facility, via conference call, or via webinar.
- Meeting participants must include RSP, customer, and Energy Efficiency representative.
- RSP to review retro-commissioning survey findings including:
  - 0-2 year payback measures to be implemented under RCx Initiative.
  - 2-15 year payback measures which may be implemented under Custom Initiative.
- Customer to address the following issues:
  - Comments/questions on Retro-Commissioning Implementation Plan.
  - Review of energy efficiency measures customer plans to implement to meet minimum energy savings requirement.
  - Updated schedule for implementation phase.
- Energy Efficiency representative to address the following issues:
  - Comments/questions on Retro-Commissioning Implementation Plan.
  - Review of program requirements for implementation and verification phases.
  - Request for completed program commitment form as a follow up to this meeting.

If you have questions or are uncertain how to proceed, please contact program representatives via email: IllinoisBusinessEE@ameren.com or at 1.866.800.0747.

Table 3 – Large Facilities Retro-Commissioning Survey Checklist

This is a check list of some potential energy savings opportunities for consideration in large facilities. Please use this as a starting point – do not limit your survey to these check points.

- ☐ Systems that simultaneously heat and cool
- ☐ Inoperable economizers
- ☐ Pumps with throttled discharges
- ☐ HVAC equipment set points and run time schedules that do not correlate with actual building use
- ☐ Lighting control schedules that do not correlate
- ☐ Improper building pressurization
- ☐ Short cycling of equipment
- ☐ Variable frequency drives that operate at unnecessarily high or constant speeds
- ☐ Occupancy sensors and photocells which are not calibrated or are not functioning as intended
- ☐ Office equipment with power management features disabled
- ☐ Air infiltration through windows, doors, walls, and roof
- ☐ HVAC Systems which have not been recently tested, adjusted, and balanced
- ☐ Lack of cleaning of air side heat transfer surfaces and filters (filter replacement energy savings cannot be claimed towards project energy savings requirements)
- ☐ Room thermostats, duct thermostats, humidistats, and temperature sensors requiring calibration
- ☐ Inoperable or malfunctioning dampers and valve controls
- ☐ Chilled-water systems not utilizing automated chilled-water reset
- ☐ Chilled-water systems requiring chiller tube cleaning and improve water treatment
- ☐ Improved boiler controls
- ☐ Steam trap maintenance
- ☐ Ozone laundry systems (lessen hot water usage)
- ☐ Low flow showerheads and faucet aerators
- ☐ Heat recovery chillers
- ☐ Heat recovery heat exchangers
- ☐ Install high-efficiency boilers or retrofit boiler burners
- ☐ Install economizers
- ☐ Install insulation around domestic hot water tanks, steam and hot water distribution lines, condensate return lines, deaerator tanks, and boiler feedwater storage tanks
- ☐ Repair or upgrade the heating insulation surfaces of boilers
- ☐ Adjust boiler blowdown rates
- ☐ Retrofit natural gas fryers, griddles, hot-food holding cabinets, ovens, and steam cookers with more efficient models

Table 4 – Implementation Plan Outline

NOTE: This outline is intended as a guideline for the Implementation Plan report and may be modified based on the scope of RCx Survey for each project.

- ☐ Executive Summary
- ☐ Facility Profile
- ☐ Summary of Facility Eligibility requirements, including conditioned versus non-conditioned square footage
- ☐ EUI and ENERGY STAR Benchmark Scores and Supporting Information
- ☐ Energy Management Control System Drawings and Sequence of Operations
- ☐ Lighting Control System Drawings and Sequence of Operations
- ☐ HVAC and Lighting Drawings (as applicable to project scope)
- ☐ Air-Handling Units (AHUs) design flow, power requirements, and control types
- ☐ Facility Performance Baselines (multi-season trend data of key variables is preferred)
- ☐ Diagnosis of Operating and Comfort Problems
- ☐ Identification of Component Failures and Equipment Performance Degradation
- ☐ Recommendation and Prioritization of Specific Maintenance Measures, Control Changes, Balancing Changes and Equipment Improvements
- ☐ Capital Improvement Measures and Recommendations
- ☐ Documentation of recommended changes in operating procedures (post implementation)
- ☐ Documentation of energy-saving and comfort improvements (post installation)
- ☐ Recommendations for ongoing tracking of the facility energy and comfort balance
- ☐ Savings Calculations
  - Electronic submittal of survey data (power and pressure readings)
  - Electronic submittal of savings calculations or simulation inputs and assumed performance curves
  - Savings from non-automated adjustments should not be claimed (e.g. routine chilled water reset adjustments by facility engineer)
  - Motor efficiencies should be based on motor nameplate (or NEMA premium efficiency if nameplate not accessible)
  - When project specific values are not available, use Ameren Illinois Industry Standard Values: https://amerenillinoissavings.com/wp-content/uploads/2024/11/AIC-Standard-Values-for-RCx-12062022.pdf

Table 5 – Program Commitment Form

Ameren Illinois Customer Name and Contact Information

Company	Mailing Address	Contact Person	Email Address
Company Phone	**Company Fax**	**Contact Phone**	**Contact Cell**

Retro-Commissioning Service Provider (RSP) Name and Contact Information

Company	Mailing Address	Contact Person	Email Address
Company Phone	**Company Fax**	**Contact Phone**	**Contact Cell**

Retro-Commissioning Survey Recommendations

The following survey recommendations will be implemented by the customer to meet the minimum savings requirements: (Please briefly list the measures to be implemented here and attach a copy of the RSP's RCx Implementation Plan describing these measures in detail.)

Savings and Incentive Information

A		$	RSP Survey Cost
B		$	Ameren Illinois Survey Incentive (found in the pre-approval letter)
C		$	Ameren Illinois Electric Implementation Incentive 10 cents per kWh saved
D		$	Ameren Illinois Gas Implementation Incentive 15 cents per therm saved
E		kWh	Minimum Annual Savings Requirement (found in the pre-approval letter)
F		kWh	Planned kWh savings of the 0-1 year measures to be implemented
G		Cents/kWh	Your electric rate
H		$	Estimated annual electrical savings (F x G)
I		Therms	Minimum Annual Gas Savings Requirement (found in the pre-approval letter)
J		Therms	Planned therm savings of the 0-1 year measures to be implemented
K		Cents/Therm	Your gas rate
L		$	Estimated annual gas savings (J x K)
M		$	Estimated cost of planned measures (excludes survey cost; labor can be via RSP, other contractor, or in-house)
N		Years	Payback of planned measures (M ÷ (H+L)) (Must be less than 2 years)

Program Commitment Terms and Conditions

- Minimum annual savings requirement must be met via the implementation of measures listed on this form on or before December 31, 2026, the program year deadline.
- Failure to proceed with the implementation of the listed measures and/or failure to meet the program year deadline may result in the forfeit of incentives.
- Confirmation of measures implementation via the submittal of a verification report by the Retro-Commissioning Service Provider is required during the Verification Phase.

Ameren Illinois Customer Acknowledgement and Signature – Commitment

I have reviewed the Retro-Commissioning Implementation Plan with the Retro-commissioning Service Provider and with an Energy Efficiency program representative. I am prepared to implement the energy savings measures in order to meet the minimum annual energy savings requirements and the program year deadline as described in this application. Furthermore, I understand that an outside contractor may request permission to verify that the project was completed as stated in the application, and I will agree to this inspection.

☐ By checking this box and signing below, I certify that I have read, understood and agree to the Terms and Conditions in the paragraph above. **Applications will not be accepted as "complete" unless this box is checked.**

Print Name: _____ **Title:** _____

Signature: _____ **Date (mm/dd/yyyy):** _____

Please note, the application must be signed & dated by the customer contact or otherwise authorized 3rd party. Electronic signatures allowed and accepted by the Business Program. Typing your name above constitutes a valid electronic signature.



Submit application to this point. Do not proceed to the next phase until approval is given by Ameren Illinois Energy Efficiency Program. (Repairs may be initiated prior to submittal/approval of Implementation Plan if necessary to maintain project schedule.)

Implementation Phase

Completing the Implementation Phase is the fourth step in applying for incentive money for your Large Facilities RCx project. To begin the process, complete and submit the items listed in this check list.

Implementation Phase Checklist

- ☐ Provide notification by e-mail to the RSP and Energy Efficiency representative that the implementation phase has started.
- ☐ Provide an update by e-mail to the RSP and Energy Efficiency representative stating the estimated completion date for the implementation phase.
- ☐ Provide notification by e-mail to the RSP and Energy Efficiency representative that the implementation phase is complete.

Implementation Phase Guidelines

- Implementation of retro-commissioning measures may be accomplished by in house resources, local contractor, your RSP or a combination of these resources.
- Implementation phase must be initiated within 30 days after the survey presentation meeting to avoid putting the project incentives at risk.
- Measures that require a scheduled plant shutdown are an exception to the 30 day deadline.

Please send all reports to the program via email: IllinoisBusinessProjects@ameren.com. Please be sure to include your project number in the subject line of the email.

☐ **Made in Illinois Bonus** - Check this box and follow the instructions below.

1. Enter eligible equipment* (attach a list if additional space is needed)

Manufacturer	Model

2. Provide documentation of eligibility either with an equipment listing from the BuildingClean.org website showing that it was made in Illinois, or an affidavit from the manufacturer attesting that the equipment meets the criteria.

** Equipment must be at least 50% manufactured and/or assembled in Illinois (exclusive of packaging and installation); product installation is not considered assembly. The project must be completed between Jan. 1 and Sept. 30, 2026. More info: https://amerenillinoissavings.com/illinois/*



Notify the Ameren Illinois Energy Efficiency Program once implementation is complete, and when verification is expected to be submitted.

Verification Phase

Completing this phase is the fifth step in applying for incentive money for your Large Facilities RCx project. To begin the process, complete and submit the items listed in this check list.

Verification Phase Checklist

- ☐ The customer shall notify the RSP and Energy Efficiency representative that the implementation phase has been completed and that the verification survey can be conducted.
- ☐ The RSP shall schedule and conduct the verification survey using Table 6.
- ☐ At the conclusion of the verification survey, the RSP shall submit the verification form to Ameren Illinois with a copy to the customer (Table 6). This form will represent the final documentation for the project.
- ☐ In addition to the completed verification form, include a copy of all invoices that relate to the project.
- ☐ As applicable, provide documentation of implementation results

Verification Phase Guidelines:

- Project verification will be conducted by the RSP using Table 6.
- Every project is required to have a post-install inspection conducted by Energy Efficiency staff.
- The intent of the verification survey is to conduct a spot check of the energy-efficiency measures agreed to in the program commitment form to verify that those measures have been implemented.
- Documentation may include screenshots of setpoints and operating conditions; trend data of key variables for two or more weeks is preferred.

If you are considering changes to your scope of work, it is imperative that you contact the Energy Efficiency staff. Program representatives will provide information on how these changes will impact your savings/incentive and the necessary steps required to request incentive changes.

Table 6 – Verification Survey Form – ***to be completed by the RSP (may include multiple copies of this sheet if necessary)***			
Customer Company Name:			
RSP Company Name:			
Project # (from your pre-approval letter):			
Complete a section below for each survey conducted. The options for "Survey Type" include: *Heating Systems* *HVAC* *Building Envelope* *EMCS* *Boiler Plant* *Other (lighting controls, etc.)*			
Survey 1	Type of Survey:		
	Description of Measure:	Description of Survey Approach:	
	Discrepancies Noted: Y/N and Comments:	Satisfactory Implementation: Y/N and Comments:	
	Date: (mm/dd/yyyy)		
Survey 2	Type of Survey:		
	Description of Measure:	Description of Survey Approach:	
	Discrepancies Noted: Y/N and Comments:	Satisfactory Implementation: Y/N and Comments:	
	Date: (mm/dd/yyyy)		
Survey 3	Type of Survey:		
	Description of Measure:	Description of Survey Approach:	
	Discrepancies Noted: Y/N and Comments:	Satisfactory Implementation: Y/N and Comments:	
	Date: (mm/dd/yyyy)		

Survey 4	Type of Survey:	
	Description of Measure:	Description of Survey Approach:
	Discrepancies Noted: Y/N and Comments:	Satisfactory Implementation: Y/N and Comments:
	Date: (mm/dd/yyyy)	
Survey 5	Type of Survey:	
	Description of Measure:	Description of Survey Approach:
	Discrepancies Noted: Y/N and Comments:	Satisfactory Implementation: Y/N and Comments:
	Date: (mm/dd/yyyy)	

Ameren Illinois Customer and RSP Acknowledgement and Signature - Verification

I certify that all information provided is correct to the best of my knowledge.

☐ By checking this box and signing below, I confirm that the upgrades have been completed at the facility location as specified in the Verification Survey Form (Table 6). **Applications will not be accepted as "complete" unless this box is checked.**

Company Name (Ameren Illinois Customer):_____

Project Number (From Pre-Approval Letter):_____

Project Completion Date: (mm/dd/yyyy) _____

Completion is defined as all measures completed and equipment installed and operational.

Ameren Illinois Customer Name:_____ **Title:**_____

Ameren Illinois Customer Signature:_____ **Date: (mm/dd/yyyy)** _____

RSP Representative Name:_____ **Title:**_____

RSP Representative Signature:_____ **Date: (mm/dd/yyyy)** _____

Please note the application must be signed & dated by the customer or authorized 3rd party. Certified digital signatures are accepted. (If digital signature is not supported in your PDF software, please open this application in Adobe Acrobat Reader.)