



Commercial Desk Inspection Checklists

Date: 04/03/2020

CONTENTS

1	Lighting and Lighting Controls	3
2	Deemed Cooling	6
3	Miscellaneous Measures	8

1 LIGHTING AND LIGHTING CONTROLS

Commercial Desk Inspection Checklist for Lighting and Lighting Controls	
Pre Installation	
Building Type: <ul style="list-style-type: none"> Select the building type based on predominant use. Include a clear photo(s) of the building type, exterior and/or interior. If the building type is manufacturing and is operating multiple shifts, please include photos of the production area as well as a letter or email with hours of operation from facility owner. If outdoor lighting operates dusk to dawn, please include a letter or email with hours of operation and how it is operated (BMS, timer, photocell, etc.) from facility owner. If the building type is air conditioned, include a photo showing the RTU or chiller. This may be illustrated by using a Google map aerial image or something similar. Upload photo documentation into EEPM. 	
Pre-existing Equipment Inventory: <ul style="list-style-type: none"> Is the building divided into logical areas where lighting may be inventoried (rooms, aisles, rows, etc.)? Include photos of each room or area to be retrofitted. Separate areas with and without lighting controls. Include a clear photo(s) of the existing lighting system types (e.g. lamp, fixture). Ensure the photo indicates operability by taking a photo with the lights on. Photos should show quantities, wattage, control type and operability. Upload photo documentation into EEPM. 	
Supporting Documentation: <ul style="list-style-type: none"> DLC/ENERGY STAR Screenshot - Ensure that the DLC/ES rated wattage matches the fixture code in the E-File. Fixture/Lamp specification sheets to verify fixture characteristics. Upload supporting documentation into EEPM. 	
Post Installation	
Post Installation Equipment Inventory: <ul style="list-style-type: none"> Include a clear photo(s) of the installed fixture/lamp label with model number. Include a clear photo(s) of the room or area showing the fixture quantities and operability. Upload photo documentation into EEPM. 	
Supporting Documentation: <ul style="list-style-type: none"> Material PO/Invoice/Packing slip from distributor or manufacturer showing model number and quantity that matches E-File. Update DLC/Energy Star screenshots if changed from original proposal. Lighting Controls spec sheet if applicable. Upload supporting documentation into EEPM. 	
Photo Information	
Photo Naming Format: Please use the below photo naming format to help identify the photo intent. Format: Site Name - ESIID - Pre or Post - Area Name - Equipment Identifier Example: Tricounty Ford - ESIID1234567 - Pre - North Lot 1 - MH400	
Photo Upload Location	

Photo Examples

Building Type Example



Lighting Example - Parking Lot Pole

Profile



Photo of fixture with lamp in place



Lamp from with wattage stamp visible



Lighting Example - Loading Dock on Outdoor Photocell



Lighting Example - Outdoor Ground Floods



Lighting Example - Indoor Lighting

T8 lamp in fixture



4 lamp T5 Highbay



T5 lamp in fixture



T8 lamp in fixture



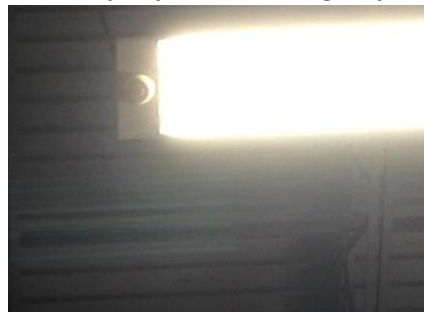
Lighting Example - Existing Lighting Controls

Needs to be shown as Pre controls if controls exist before retrofit project

Occupancy Sensor on wall switch



Occupancy Sensor on T5 high bay



2 DEEMED COOLING

Commercial Desk Inspection Checklist for Deemed Cooling

Pre Installation

Building Type:

- Select the building type based on predominant use.
- Include a clear photo(s) of the building type, exterior and/or interior.
- Upload photo documentation into EEPM.

Pre-existing Equipment Inventory:

- Include clear photos of the existing unit(s) showing quantity of units.
- Photos should consist of a profile image and a label/nameplate image.
- If the units are considered early retirement, include a photo to demonstrate operability. This can be demonstrated with photos of load display and/or set point.
- Upload photo documentation into EEPM.

Supporting Documentation:

- For units 20 ton or below attach AHRI certificate
- For units above 20 tons, include manufacturer specifications showing unit performance at AHRI conditions.
- Include a copy of the equipment specification sheet to verify equipment characteristics.
- Upload supporting documentation into EEPM.

Post Installation

Post Installation Equipment Inventory:

- Include a clear(s) photo of the equipment label/nameplate with model number.
Include a photo of the room or area showing the equipment quantities and operability. This can be demonstrated with photos of load display and/or set point.
- Upload photo documentation into EEPM.

Supporting Documentation:

- Material PO/Invoice/Packing slip from distributor or manufacturer showing model number and quantity that matches E-File.
- Upload supporting documentation into EEPM.

Photo Information

Photo Naming Format: Please use the below photo naming format to help identify the photo intent.

Format: Site Name - ESIID - Pre or Post - Equipment Identifier



Example: Tricounty Ford - ESIID1234567 - Pre - Profile RT1

Photo Upload Location

EDIT PROJECT CUSTOMERS MEASURES UPLOAD DOCUMENTS COMMENTS REVIEW & SUBMIT

Sam's Parking lot 20BCSOP - 2020 - 16992 FA Open
Project Name Project Code Status

Upload History

Measures Name	kW	kWh	Incentive	Uploaded By	Uploaded On	Action
Deemed Cooling	17.5284	74,571.5	\$14,929.74	Jo	12/18/2019 02:35 PM	 

1 - 1 of 1 items

Measure Images Upload

ESIID	Customer Site Name	Address	Contact No
4304607	Sam's 4	2020 S COCKRELL HILL RD ,DALLAS ,TX,75211-8404	(817) 233-9999


Measures Name	Duplicate Status	kW	kWh	Incentive	Action
Deemed Cooling	No Duplicate(s) Exists	1.5510	6,281.9	\$1,054.60	

Photo Examples

Building Type Example



Deemed Cooling Example - Chiller

Profile



Nameplate



Deemed Cooling Example - HVAC

Profile



Nameplate



3 MISCELLANEOUS MEASURES

Commercial Desk Inspection Checklist for Miscellaneous Measures

Pre Installation

Building Type:

- Select the building type based on predominant use.
- Include a clear photo(s) of the building type, exterior and/or interior.
- Upload photo documentation into EEPM.

Preexisting Equipment Inventory:

- Include clear photos of the existing equipment.
- Photos should consist of a profile image and a nameplate image.
- Upload photo documentation into EEPM.

Supporting Documentation:

- Include an ENERGY STAR screenshot.
- Include a copy of the equipment specification sheet to verify equipment characteristics.
- Upload supporting documentation into EEPM.

Post Installation

Post Installation Equipment Inventory:

- Include a clear(s) photo of the equipment nameplate with model number.
- Include a photo of the room or area showing the equipment quantities.
- Upload photo documentation into EEPM.

Supporting Documentation:

- Material PO/Invoice/Packing slip from distributor or manufacturer showing model number and quantity that matches E-File.
- Upload supporting documentation into EEPM.

Photo Information

Photo Naming Format: Please use the below photo naming format to help identify the photo intent.

Format: Site Name - ESIID - Pre or Post - Equipment Identifier

Example: Tricounty Ford - ESIID1234567 - Pre - Profile Unit 1

Photo Upload Location

[EDIT PROJECT](#)
[CUSTOMERS](#)
[MEASURES](#)
[UPLOAD DOCUMENTS](#)
[COMMENTS](#)
[REVIEW & SUBMIT](#)

ABF

Project Name

20SBDI - 2020 - 17159

Project Code

IN Open

Status

Upload History

Measures Name	kW	kWh	Incentive	Uploaded By	Uploaded On	Action
Lighting Retrofit	5.8513	22,764.6	\$25,605.00	Jo	01/31/2020 12: 57 PM	
REF Door Heater Controls	3.6000	170,200.0	\$2,000.00	Jo	01/31/2020 12: 49 PM	
REF ECM Evaporator Fan Motor	1.0142	4,797.2	\$200.00	Jo	01/31/2020 12: 50 PM	
Refrigerator Case Lighting	5.4100	33,019.8	\$4,679.00	Jo	01/31/2020 12: 50 PM	

1 - 4 of 4 items

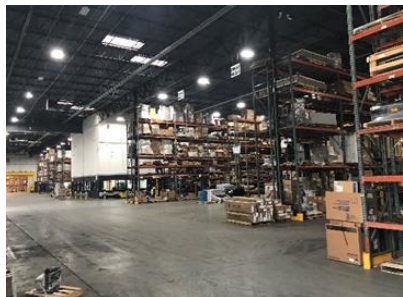
Measure Images Upload

ESIID	Customer Site Name	Address	Contact No
7358209	AFF	401 E GRAND PRAIRIE RD ,GRAND PRAIRIE ,TX,75051-1945	(817) 233-9999

Measures Name	Duplicate Status	kW	kWh	Incentive	Action
Lighting Retrofit	No Duplicate(s) Exists	5.6137	21,839.7	\$13,160.00	
Lighting Control	No Duplicate(s) Exists	0.0000	0.0	\$12,345.00	
REF Door Heater Controls	No Duplicate(s) Exists	2.5000	124,500.0	\$1,000.00	

Photo Examples

Building Type Example



Miscellaneous Measures Example - Door Reach In

Profile



Unit 1 Nameplate

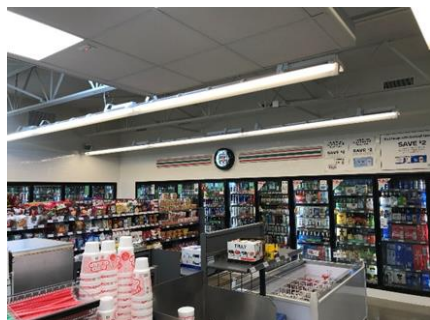


Unit 2 Nameplate



Miscellaneous Measures Example - Zero Energy Door

Profile



Nameplate

