



Springfield Utility Board



DHP Final Inspection

The DHP Inspection Checklist was implemented to improve the speed of Incentive payments to contractor and/or customer and to minimize customer and staff contact during COVID-19.

Thank you to those implementing this process.

When we receive the Invoice, checklist and photos and pass the inspection, we are submitting the completed jobs for payment processing.

Emails received that do not contain accurate photos are being scheduled for SUB Inspection.

Those requiring onsite inspections are missing clear photos of units secured on all 4 corners.

We are finding a number of onsite inspections are failing due to units not secured on all 4 corners.



DHP Final Inspection Checklist

Site Address

Picture of house number



PHOTO REQUIRED

Does the Model Number on Outdoor and Indoor Units match proposal?

Plates of indoor and outdoor unit

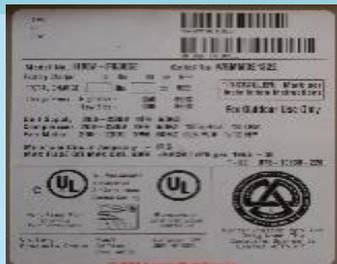


PHOTO REQUIRED

Is outdoor unit securely attached to pad on all 4 corners?

All 4 corners bolted or secured with adhesive.



PHOTO OF ALL 4 CORNERS

REQUIRED

Do refrigerant lines have UV-Protective cover?

Photo showing lines covered



PHOTO REQUIRED

Are refrigerant lines insulated?



PHOTO REQUIRED

Are Condensate drain lines present for each interior head?



PHOTO REQUIRED

Is the DHP system meeting customer's expectations and are comfortable operating the DHP?

Invoice Form completed and signed by Installer

SUB Commercial HVAC Incentives

- Please visit subutil.com/conservation/for-your-business/ for our Commercial HVAC Incentive Chart where you can see what your next project might qualify for.

7.4.1 Advanced Rooftop Unit Control (ARC)	\$100 per ton (ARC Retrofit - Lite)	Pre-conditions: Existing RTU heating fuel may be electric or gas & must: <ul style="list-style-type: none"> · have cooling capacity \geq 5 tons; & · be a unitary system (split systems are not eligible); & · have a constant-speed supply fan (RTUs with variable speed fans are not eligible).
	\$200 per ton (ARC Retrofit - Full)	

Post-install Equipment	
Post-conditions: Control Unit must be installed on an existing rooftop unit; and Control Unit must be listed on BPA's ARC Qualified Products List (QPL) www.bpa.gov/EE/Policy/Manual/Pages/IM-Document-Library.aspx	
ARC-Lite products add one of the following equipment options to the existing RTU:	<ul style="list-style-type: none"> · A VFD and controller for variable speed fan operation, or multispeed motor and controller for multispeed fan operation;
Provide to SUB all info required to complete this form: www.bpa.gov/EE/Policy/Manual/Documents/Advanced Rooftop Control Project Information Form.pdf	
Full-ARC products add the above and also a controller with the following enabled:	<ul style="list-style-type: none"> · Digital, integrated economizer control with either differential dry-bulb, or differential enthalpy with fixed dry-bulb high-limit shutoff; and · Demand Control Ventilation with proportional control, based on CO2 sensor reading.

SUB Commercial HVAC Incentives

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<p>7.4.2 Connected T-stat</p>	<p>\$150 per connected t-stat (Initial Install) \$50 per connected t-stat (Verification)</p>	<p>Pre-conditions: Existing heating fuel type may be electric or gas; and · The existing t-stat is not web-enabled</p>
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<p>The new t-stat controls an existing HVAC supply fan serving a single zone. "Invisible zones" are permitted (e.g., separate rooftop units serving different portions of a large retail space). · The installed connected t-stat must be listed on BPA's Connected T-stat Qualified Products List (QPL) www.bpa.gov/EE/Policy/Manual/Pages/IM-Document-Library.aspx The t-stat must be programmed as follows:</p> <ol style="list-style-type: none"> 1. T-stat is connected to the web. 2. Temperature setback is used for unoccupied hours (heating and/or cooling, as applicable). 3. Fan schedule uses auto mode for unoccupied hours (e.g., during unoccupied hours or holidays, the fan will only run when there is a demand for heating or cooling). 4. Override duration set to three hours or less. 5. For heat pumps, auxiliary resistance heat lock-out is enabled with appropriate temperature set point. 6. In cases where two or more systems serve spaces that are not separated by physical barriers (e.g., "invisible zones"), simultaneous heating and cooling is eliminated (e.g. by having identical temperature set points and schedules with appropriate dead-bands, or through having network-coordinated controls). <p>Verification: Complete & submit form at https://www.bpa.gov/EE/Policy/Manual/Documents/Connected_Thermostat_INITIAL_INSTALL_Project_Information_Form_edited.pdf A t-stat is eligible for programming verification payments as follows:</p> <ol style="list-style-type: none"> 1. The t-stat received a payment for the initial install and was installed after Oct. 1, 2019. 2. The t-stat is eligible for up to four verification payments within two years of the initial install. 3. A verification payment can be claimed in same year as the initial install, provided verification takes place at least three months after the initial install. 4. The t-stat is programmed to meet the initial install programming requirements as described above under Initial Install Post-Conditions. 5. The t-stat is eligible for a verification payment twice within one calendar year. Verification may not be less than three months apart. 6. Verification must occur in different seasons (e.g., one in summer and one in winter, or one in fall and one in spring). Verification may not be less than three months apart. 7. Verification is not required to be conducted at regular intervals. The t-stat is eligible for a verification payment even if there has been a gap in verification activities. 8. There is no restriction on who can complete verification. Remit www.bpa.gov/EE/Policy/Manual/Documents/Connected_Thermostat_VERIFICATION_Project_Information_Form.pdf
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SUB Commercial HVAC Incentives

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7.4.3 Ductless Heat Pump Retrofit and Upgrade (BPA-Qualified)	\$1,000 per ton (Retrofit)	Pre-conditions: DHP Retrofit: <ul style="list-style-type: none"> The space is conditioned by electric-resistance heat (zonal or forced-air) as the primary heating source. No other heating sources are eligible.
	\$300 per ton (Upgrade)	Pre-conditions: DHP Upgrade: <ul style="list-style-type: none"> The space is conditioned by an operational or failed DHP; or The space is part of a building addition, new construction, or major renovation project

Post-conditions:

- DHP must be listed on the DHP Qualified Products List (QPL) for Commercial applications
https://www.bpa.gov/EE/Policy/IManual/imanual/DHP_QPL.xlsm
- DHP outdoor condenser must meet BPA's efficiency requirements:
 - 11.0 HSPF for Non-ducted;
 - 10.0 HSPF for Ducted or Mixed.
- The efficiency requirements apply to both single and multi-head systems. Mini-split systems may be ducted or non-ducted.

Provide to SUB all info required to complete this form:

<https://www.bpa.gov/EE/Policy/IManual/Documents/Ductless Heat Pump Project Information Form>

SUB Commercial HVAC Incentives

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7.4.4 Air-Source Heat Pump Retrofit and Upgrade (BPA-Qualified) Measure is not to be used to retrofit packaged terminal air conditioning (PTAC) units.	\$1,000 per ton (Retrofit)	Pre-conditions: Heat Pump Retrofit: · The space is conditioned by zonal or forced-air, electric-resistance heat as the primary heating source. No other heating sources are eligible.
	\$150 per ton (Upgrade)	Pre-conditions: Heat Pump Upgrade: · The space is conditioned by an operational or failed air source heat pump ; or · The space is part of a building addition, new construction , or a major renovation project.

Post-conditions: The installed heat pump must: · Be an air-to-air heat pump; · Have an AHRI certificate of product rating; & · Meet BPA's efficiency requirements for both heating and cooling per this table: Provide to SUB all info required to complete this form: https://www.bpa.gov/EE/Policy/Manual/Documents/Air-Source Heat Pump Project Information Form.pdf	Eq. Size (Cooling BTU/H)	Air-Source Heat Pump	Heating Efficiency Requirement	Cooling Efficiency Requirement
	< 65,000	Split System	9.0 HSPF	16.0 SEER
		Single Package	8.8 HSPF	
	≥ 65,000 & < 135,000	47°F db/43°F wb Outdoor Air	3.5 COP	14.0 IEER
		17°F db/15°F wb Outdoor Air	2.4 COP	
	≥ 135,000	47°F db/43°F wb Outdoor Air	3.4 COP	12.5 IEER
17°F db/15°F wb Outdoor Air		2.4 COP		
Note: db & wb refer to dry bulb & wet bulb temperatures				



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