

WHOLE BUILDING PERFORMANCE

Supplemental Form

DESIGN TEAM INFORMATION

Check the following, if applicable:

- I understand submission of a qualifying energy model that is an accurate representation of my project's facility, scope of work and mechanical systems is required for participation in the LADWP Zero By Design, Design Team incentive.
- I have a Design Team and their contact information is below.

Architectural Firm	Contact Name	Email Address	Phone Number
Mechanical Firm	Contact Name	Email Address	Phone Number
Electrical Firm	Contact Name	Email Address	Phone Number
Title 24 Consultant/Other	Contact Name	Email Address	Phone Number

OWNER ACKNOWLEDGEMENT

Print Name	Print Title	Signature	Date
		X	

DESIGN TEAM INCENTIVE FORFEITURE

I have read and understand an energy model is required for participation in the LADWP's Zero By Design Whole Building Performance path. As I do not have a contractor to prepare the energy model for me, I agree to forfeit the Design Team incentive.

Print Name	Print Title	Signature	Date
		X	

APPLICATION PROCEDURES

1. Visit www.ladwp.com/ladwpzbd to download all of the application documents and to review the Terms and Conditions and participation requirements to determine if you qualify.
2. All projects require LADWP approval prior to the installation of any equipment. You must submit an application package to reserve funds.
The LADWP Zero By Design (ZBD) application package includes:
 - Fully completed and signed:
 - LADWP ZBD Application (Part A)
 - Whole Building Performance Supplemental Form (Part C)
 - Authorization Form, if applicable
 - If also applying for the Design Team incentives:
 - Completed and signed Design Team Application (Part D)
 - Energy model
 - Energy model generated hourly baseline and proposed data
 - Other energy savings calculations, if applicable
 - Project plans, schedules and blueprints (Please refer to the Project Drawing Set and Materials Information checklist).
 - Completed and signed IRS Form W-9 for the legal entity that will receive the incentive payment.
 - Schematic drawings and/or manufacturer specification sheets for all proposed equipment, if applicable.
3. Submit all required forms via email to ladwpzbd@ladwp.com or mail to:

LADWP CI&I PROGRAMS LADWP Zero By Design Program

111 N. Hope St., JFB Room 1057, Los Angeles, CA 90012-2607

4. A LADWP ZBD representative will contact you to confirm receipt of the application.
5. Projects not completed within 48 months of LADWP approval may be cancelled and reserved funds returned to the program fund.
6. Once the project is completed, you must submit:
 - Invoices and/or documentation to support installation costs.
 - Completed and signed LADWP ZBD Installation Report.
 - Completed and signed LADWP ZBD Payment Assignment Form (if applicable).
 - Revised energy model per as built.
 - Certificate of Occupancy.
 - LADWP electric account number.
7. After all required documents are received, you will be contacted to schedule a post-installation verification.
8. After installation is verified, a LADWP ZBD representative will review all documentation and process the incentive payment.

QUESTIONS

Contact a LADWP Zero By Design Program Manager at ladwpzbd@ladwp.com, (213) 367-8755 or visit us online at www.ladwp.com/ladwpzbd.