

# HVAC TUNE-UP TECHNICAL SHEET

## Building Tune-up Program



The Delmarva Power Energy Savings for Business Program offers incentives to improve the operating efficiency of the unitary HVAC equipment and systems in commercial buildings and reduce energy costs without adversely impacting facility or system operations.

To take advantage of these incentives, you must meet the following eligibility requirements:

1. Be a Delmarva Power customer and business in the Maryland territory.
2. Have an existing facility, as new construction is not eligible for this program.
3. Not be a temporary account or a vacant facility.
4. Units must be tested under a minimum ambient temperature of 70° degrees

**All projects require pre-approval.**

You can also contact your installation contractor or equipment vendor to discuss energy efficiency options. If you do not have a contractor or vendor in mind, please visit our website for a list of Service Providers.

All projects MUST receive pre-approval before purchasing equipment or beginning work. Please review the program process and eligibility requirements on the [program website](#) as well as the [Terms and Conditions](#) in this Technical Sheet. Please contact the program office with any questions.

**How to Apply:**

1. **The application is completed and submitted via the online [Application Center](#). Pre-approval is required before proceeding. The following supporting information must be included with the application:**
  - Completed and signed [Terms and Conditions \(T&Cs\)](#)
2. **The Program reviews submitted documentation, revises and/or requests additional documentation as necessary. A site inspection may be required as part of the pre-approval process.**
3. **The Program emails the project pre-approval to the customer and Service Provider.**
4. **The customer or Service Provider conducts the HVAC tune-up(s) and submits documentation noted below to the program office within four (4) months of pre-approval. Any changes in scope resulting in an incentive of 10% more than pre-approval must be submitted as a new project and obtain pre-approval. A post-installation inspection may be required to verify compliance with program rules, accuracy of program documentation, and equipment operation.**
  - Completed HVAC Tune-up Worksheet with information regarding each unit
  - Completed Incentive Calculation for applicable services performed
  - All standard maintenance checklists and documentation of any services performed for each unit corresponding to incentives requested
  - Customer signed invoices for labor and materials
5. **The Program emails final approval notification to the customer and Service Provider.**
6. **The Program distributes the incentive check to the payee following final approval processing.**

### HVAC TUNE-UP MEASURE REQUIREMENTS AND INCENTIVES

Measure	Requirements	Per HVAC Unit Incentives
Enhanced Tune-up	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Units eligible for Enhanced Tune-up once every 5 years</li> <li><input checked="" type="checkbox"/> Units must be DX (direct expansion) or heat pump, chilled/hot waters are ineligible for incentives</li> <li><input checked="" type="checkbox"/> Units must be 3 tons or larger<sup>1</sup></li> <li><input checked="" type="checkbox"/> Multiple units, under 3 tons, can be combined to meet the 3 ton minimum requirement. Incentive will be paid out as single compressor unit.</li> </ul>	<ul style="list-style-type: none"> <li>• \$175 for single compressor units</li> <li>• \$250 for multiple compressor units</li> <li>• \$35 if post test results indicate less than 10% increase in system effective efficiency</li> </ul>

**Delmarva Power Energy Savings for Business Program**

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EmPOWER Maryland programs are funded by a charge on your energy bill. EmPOWER programs can help you reduce your energy consumption and save you money. To learn more about EmPOWER and how you can participate, go to [delmarva.com/business](http://delmarva.com/business).