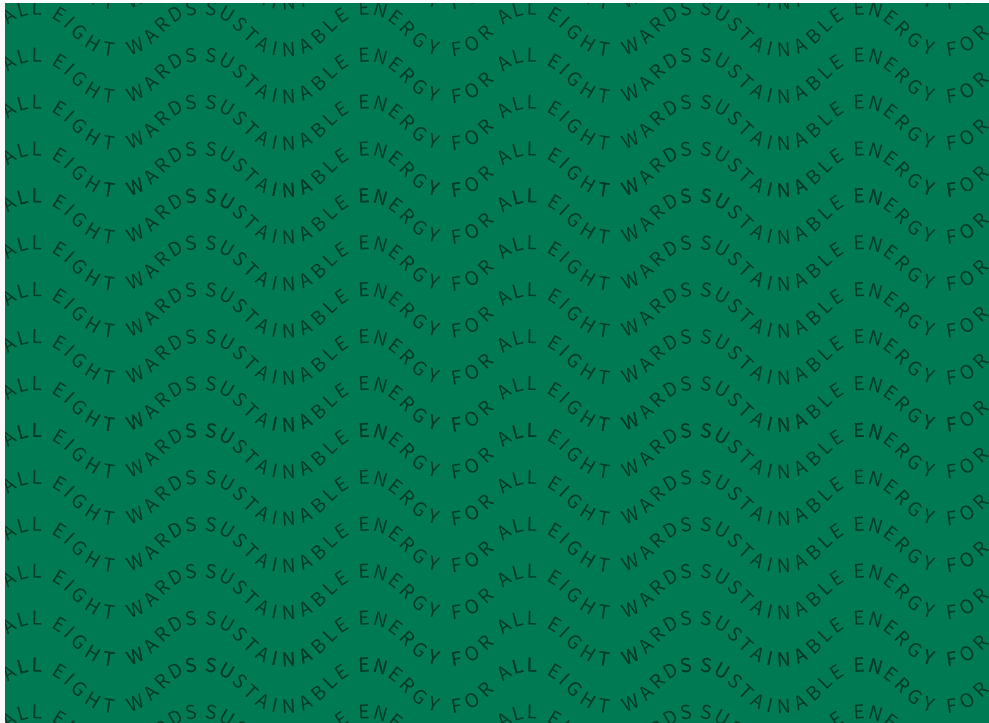
IQEF Intake Tool Webinar

June 4th 2025

Presenters: Bizuayehu Hailemeskel & Ronald Hobson

DISTRICT OF COLUMBIA SUSTAINABLE ENERGY UTILITY



Asking a Question

- Q/A will begin at the end of the presentation
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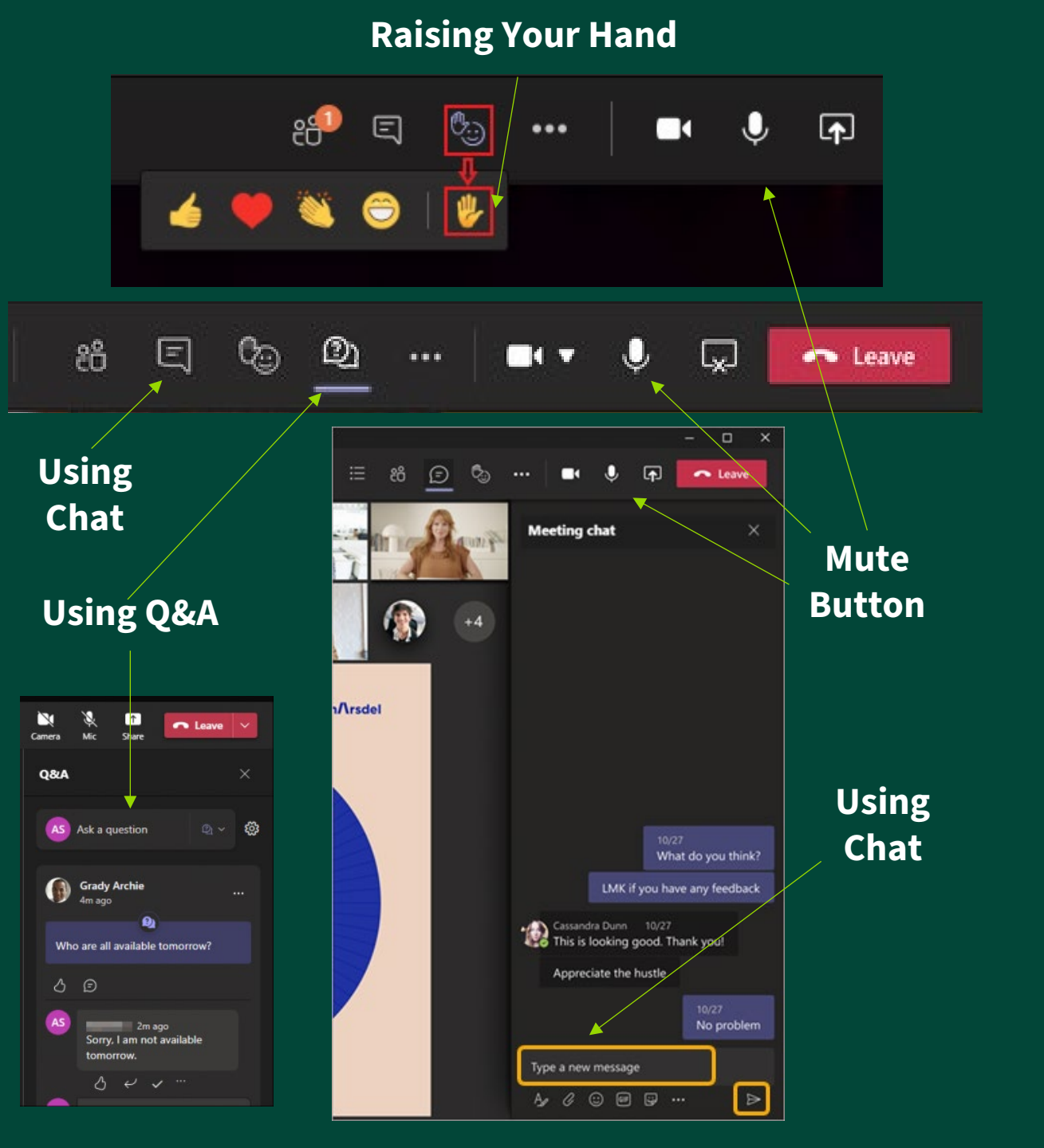

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Webinar Agenda

1. Conducting a Full Walkthrough
2. Purpose of the IQEF Intake Tool
3. What's New
4. What's Removed
5. Common Mistakes
6. Transition to the Intake Tool for Step-by-Step
7. Q&A

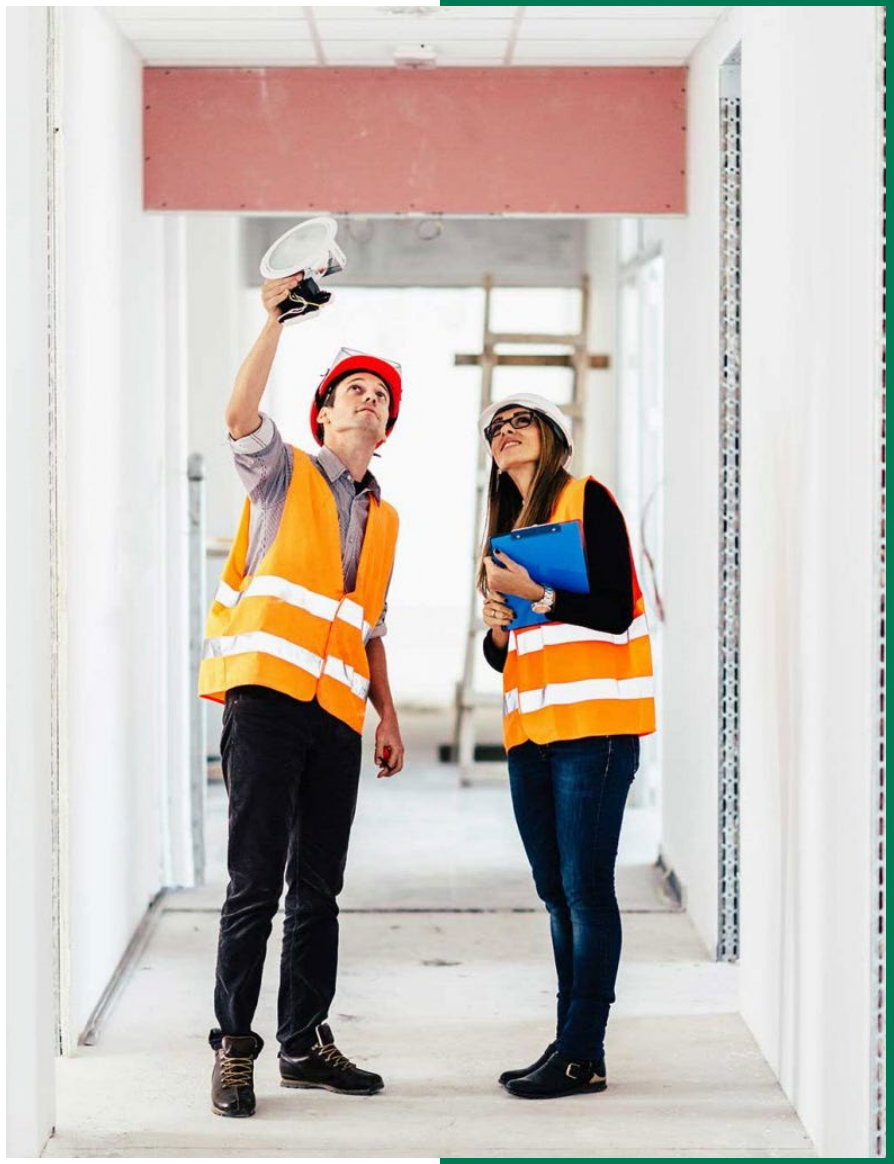
Conducting a Facility Walkthrough

Purpose of the Walkthrough

- To identify areas of energy inefficiency and waste in a building
- To achieve through a visual inspection of the building's system, like the building HVAC systems, lighting, and appliances.
- Helps to estimate potential energy savings and identify low-cost or no-cost measures to improve energy efficiency.

Current Lighting System Assessment

- Type : Identify the specific of fixtures (e.g., fluorescent, HID, incandescent) and their models.
- Lamp Type: Specify the type of lamps used (e.g., T8, T12, T8) and their wattage
- Fixture Wattage: Record the total wattage of each fixture.
- Fixture Location: Specify the exact location of each fixture (e.g., office, hallway, warehouse).
- Quantity: Count the number of each type of fixture.
- Operating hours: Determine the typical operating hours of the space.



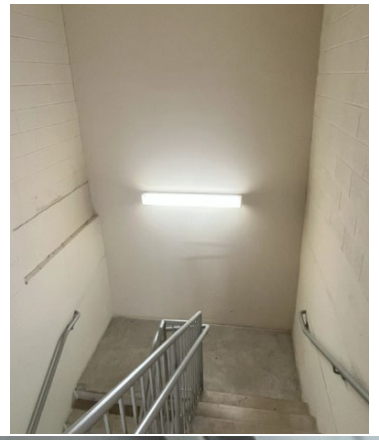
Conducting a Facility Walkthrough

Current HVAC System Assessment

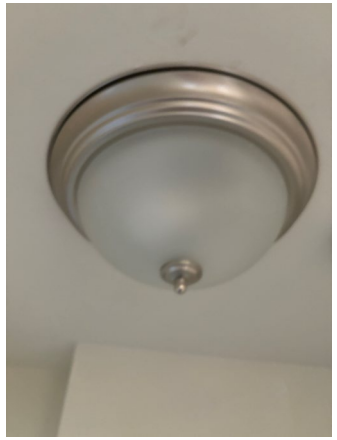
- HVAC system type: Identify the type of HVAC system (e.g., split AC system, heat pump, furnace, ductless system).
- Energy efficiency: Document efficiency labels like SEER, EER, HSPF ratings, AFUE, etc.
- Look for labels: Record the equipment for manufacturer logos and model numbers.
- Age equipment: Determine how old the HVAC system is.
- Location: Specify which rooms each unit serves.
- Quantity: Count the number of HVAC units (e.g., air handlers, condensers, thermostats)

Lighting Walkthrough & Visualizing Good vs. Poor Photos

Good Examples



Bad Examples



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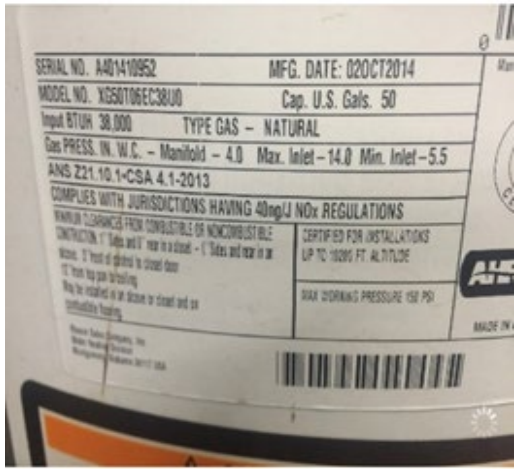
HVAC Walkthrough

Good Examples



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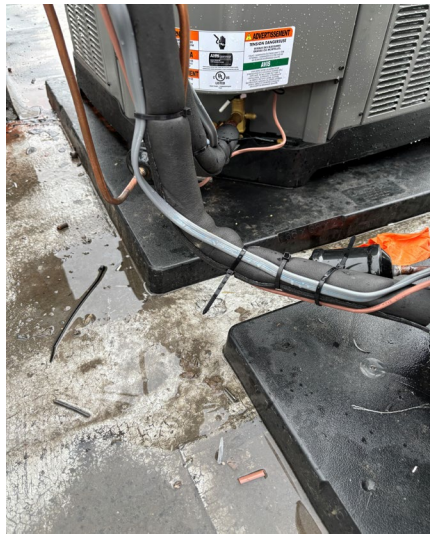


Apartment Sampling Guidelines

ASHRAE Standard 211 for the minimum number of units to sample based on the umber of apartments within scope of the project.

- Small Building (5-9 units): It's recommended to inspect all available apartment units.
- Mid-Sized Building (10-100 units): A minimum of 5 or 10% of all apartment units need to be inspected.
- Larger Building (101-300 units): A minimum of 12 or 8% of all apartment units should inspected.
- Beyond 300 units: May need further adjustments based of the number of units.
- For common area equipment, visit all equipment serving common areas.

Table 1 Building Size (Total Number of Dwelling or Commercial Units)

Number of Units	Units Minimum, % of units
<100	10%
100 to 300	8%
>300	6%

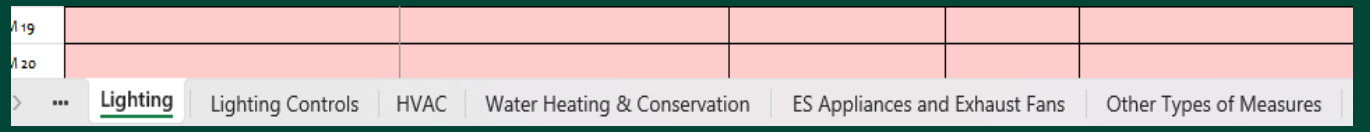
Total Number of Apartments at Property	Minimum Number of Apartments to Sample in Walkthrough
2-9	2
10-19	3
20-29	4
30-49	5
50-74	6
75-99	7
100-149	8
150-200	9
>200	10

Purpose of Intake Tool

- **Overhauled the tool to make it easier and smoother for you (the contractor).**
- **Similar format to AHRA Bid Tool**
- **Emphasis on accurate and consistent documentation**
- **Include spec sheets, modeling results, and cost breakdown**
- **Missing information can jeopardize selection**
- **https://www.dcseu.com/income-qualified-efficiency-fund**

Overview, What's Added

- Detailed instructions tab
- No longer one tab. Multiple tabs for different technologies
- A summary tab that includes the full scope of work and total cost
- Lines to include other costs outside of material and labor
- More lines for each type of technology

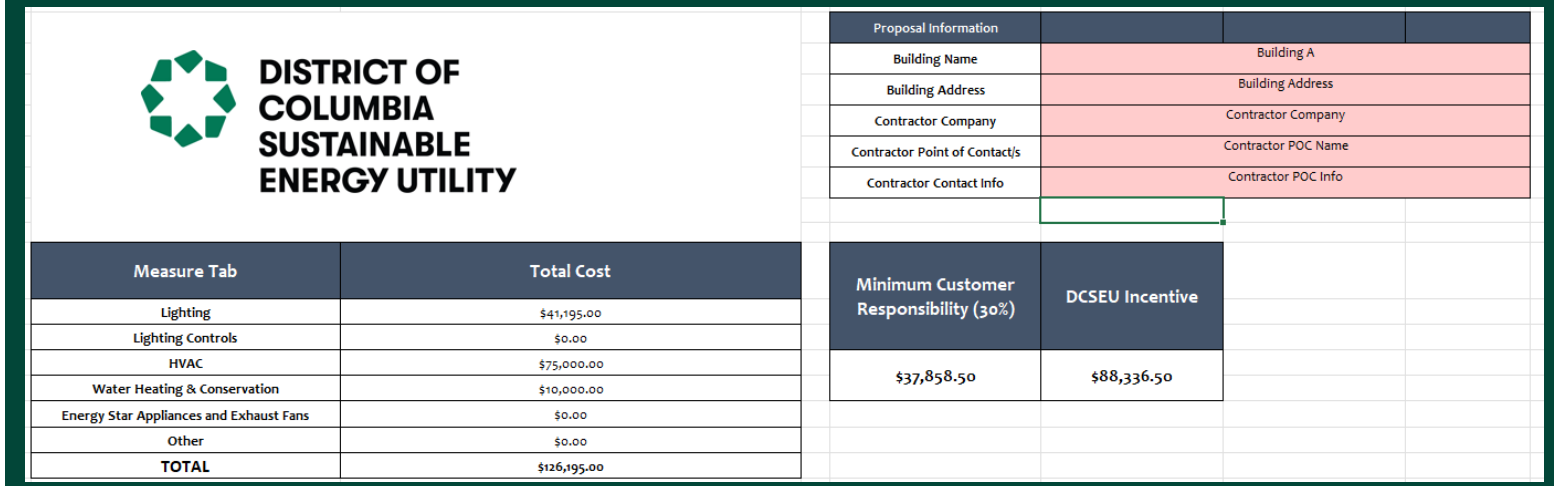


Miscellaneous Costs		Miscellaneous Cost Descriptions	Costs ($)
	#1		
	#2		
	#3		
	#4		
	#5		
	#6		

	Location		Existing							
						Full Load Cooling		Part Load Cooling		
	Narrative Description of Location(s) Served	Space Type Served	Existing Equipment Description	Existing Age (years)	Cooling Capacity (Btu/hr)	Efficiency	Units	Efficiency	Units	Heating Capacity (Btu/hr)
EXAMPLE A	Serving corridors	Common Area	RTU with DX cooling & gas heat	10	70,000	9.6	EER	10.5	IEER	80,000
EXAMPLE B	Serving each apartment	Tenant Area	PTHP	11	14700	9.95	EER	10	SEER	13,000
EEM 1		Choose One					Choose One		Choose One	
EEM 2		Choose One					Choose One		Choose One	
EEM 3		Choose One					Choose One		Choose One	
EEM 4		Choose One					Choose One		Choose One	
EEM 5		Choose One					Choose One		Choose One	

Tabs in the Tool:

- Instructions
- Proposal Summary
- Lighting
- Lighting Controls
- HVAC
- Water Heating & Conservation
- ES Appliances & Exhaust Fans



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Measure Tab	Total Cost
Lighting	$41,195.00
Lighting Controls	$0.00
HVAC	$75,000.00
Water Heating & Conservation	$10,000.00
Energy Star Appliances and Exhaust Fans	$0.00
Other	$0.00
TOTAL	$126,195.00

Proposal Information	
Building Name	Building A
Building Address	Building Address
Contractor Company	Contractor Company
Contractor Point of Contact/s	Contractor POC Name
Contractor Contact Info	Contractor POC Info

Minimum Customer Responsibility (30%)	DCSEU Incentive
$37,858.50	$88,336.50

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Overview, What's Removed

Energy savings and yield estimates

The following sections have been removed but are still considered for incentives:

1. **Chillers**
2. **Insulations**
3. **VFDs**
4. **Other Controls**

Efficiency requirements

HVAC:

- 17 SEER2 for heat pumps serving apartments
- HVAC equipment must be AHRI certified

Lighting:

- >20% wattage reduction for lighting
- Lighting must be listed on DLC or Energy Star

Appliances:

- Energy Star certification for advanced thermostats, heat pump water heaters, appliances, and exhaust fans

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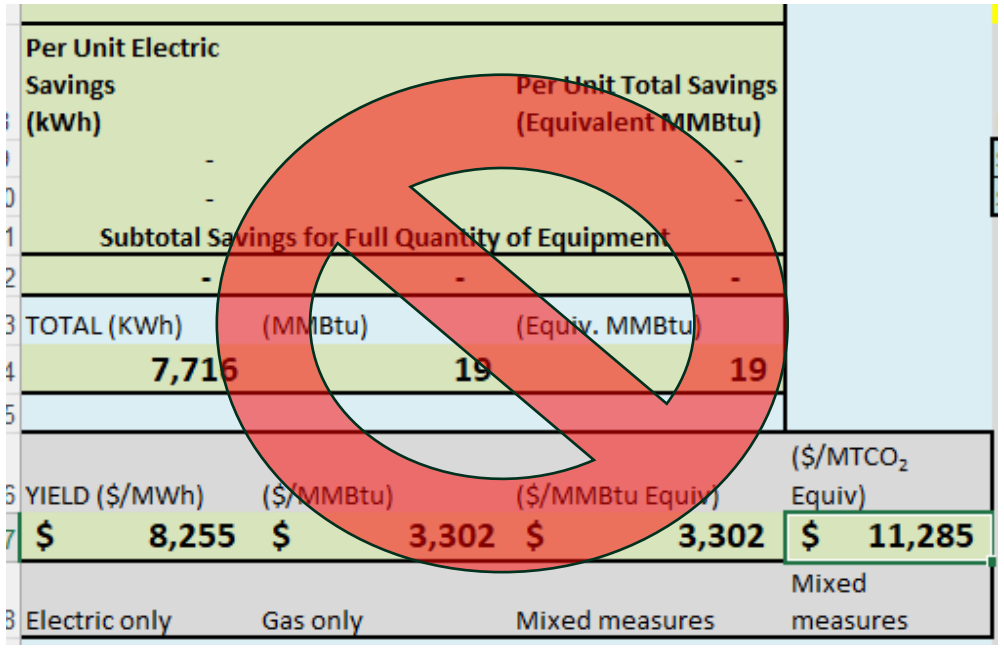
Visual Comparison of Old vs New Tool

TOTAL PROJECT COST	$ 126,195.00
CUSTOMER CONTRIBUTION	$ 37,858.50
REQUESTED INCENTIVE	$ 88,336.50



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TOTAL	**$126,195.00**

NOT in the New Tool

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Common Mistakes Found

- Incomplete Intake Tool
  - Missing or inaccurate existing or proposed information
- Inconsistent information between Tool and pre-inspection
  - Quantities
  - Efficiencies
  - Locations
- Total cost between Intake Tool and PDF application don’t align
  - All cost will be input into one place… the Intake Tool

Transitioning to New IQEF Data Intake Tool

Most up-to-date Intake Tool on DCSEU Website

Application Process

TO APPLY FOR FUNDING:

Follow the steps below carefully to apply for potential funding for your project.

Download Program Application:

- FY26 application launch coming soon

Download IQEF Data Intake Tool:

- https://www.dcseu.com/income-qualified-efficiency-fund

Submit your completed application to **IncomeQualified@dcseu.com**

Transitioning to New IQEF Intake Tool

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Q&A

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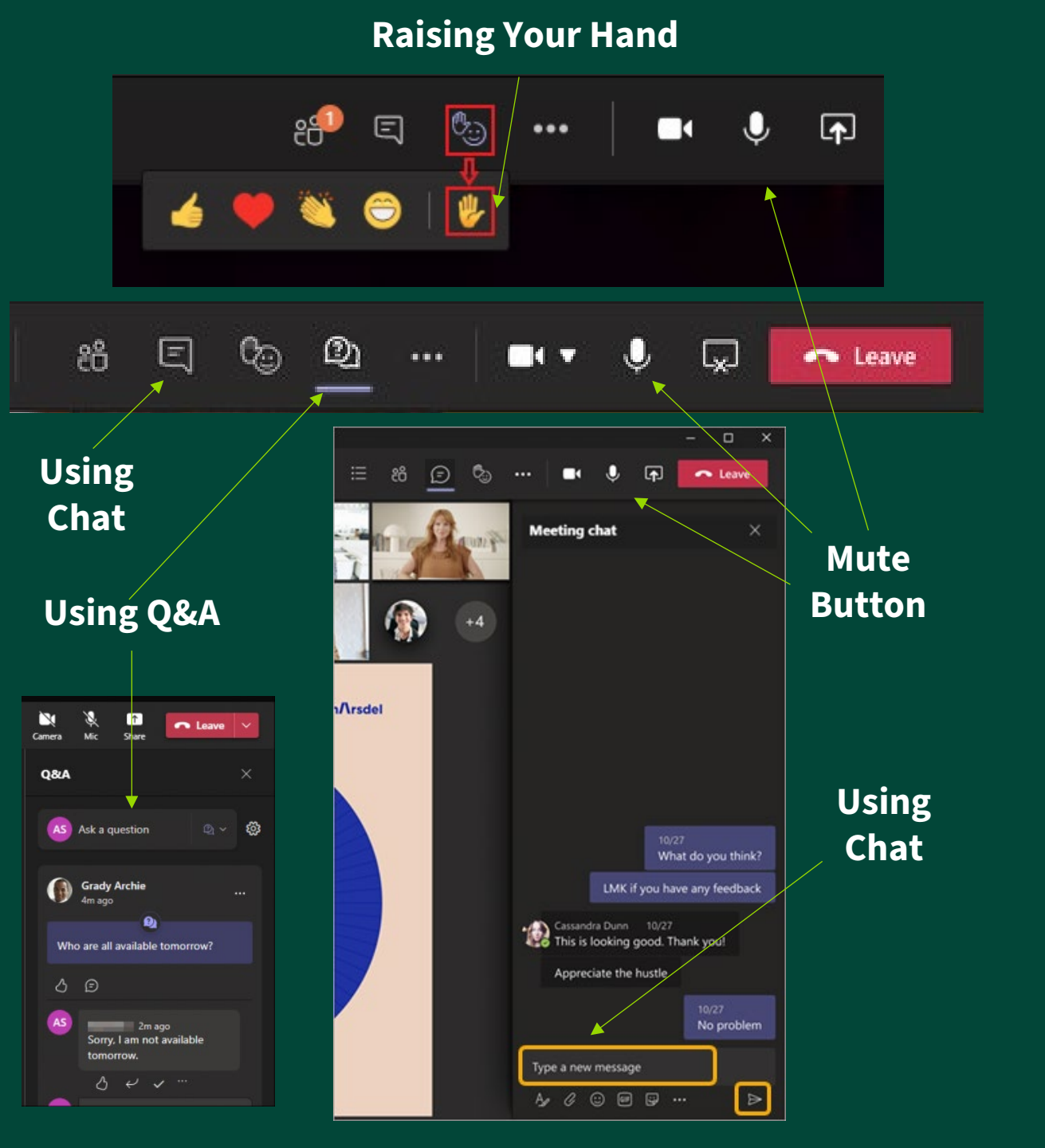

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