

**1. What is Comprehensive Performance Lighting? Does it only apply to Rate 285, or does it apply to all commercial rate codes?**

*Comprehensive Performance Lighting replaced the historical Comprehensive Lighting Application in the summer of 2018. The application is intended for all commercial rate codes (280,281,285 or equivalent). Different from Comprehensive Lighting, the savings and rebates are calculated based on the wattages of the existing fixtures versus the wattages of the proposed fixtures. The savings and rebates are also based on the Operating Hours of the building as deemed by the New York State TRM. Where there is greater wattage savings, higher rebates can be expected.*

*The Comprehensive Performance Lighting Application can be found on our website [here](#).*

**2. What is Comprehensive Performance Lighting for Schools?**

*The Comprehensive Performance Lighting for Schools Application is available to eligible K-12 schools only. Day Care Centers, Nursery Schools, and Universities are not eligible.*

*The Comprehensive Performance Lighting for Schools Application has the same look and feel as the Comprehensive Performance Lighting Application but is tailored to K-12 schools.*

**3. Why do the rebates change on the Comprehensive Performance Lighting Application when a different building type is selected?**

*The selected building type corresponds with the operating hours per building as deemed by the New York State Technical Resource Manual (TRM). If a facility is a mixed-use facility, the building type selected must be the building's primary use.*

**4. Is there a rebate minimum that must be met to participate in the lighting rebate program using the Comprehensive Performance Lighting Application?**

*No. There is no rebate threshold to be met. All lighting projects may be processed using the Comprehensive Performance Lighting Application.*

**5. If all commercial customers can apply for rebates using the Comprehensive Performance Lighting Application, who can apply for Fast Track rebates?**

*All commercial customers (280,281,285 or equivalent) who work with a Prime Efficiency Partner may participate in the Fast Track lighting rebate program. The Fast Track rebate schedule is available on the website. Only **Prime Efficiency Partners** will be provided the Fast Track application. Please note, there is a maximum rebate threshold of \$5,000 per project. Any Fast Track projects that have a rebate of over \$5,000 must apply for lighting rebates using the Comprehensive Performance Lighting Application.*

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*If you are not working with a Prime Efficiency Partner, please reach out to a PSEG Long Island Representative for further instruction.*

## 6. What if the site is not a Rate 280, 281, or 285?

*Contact a PSEG Long Island Representative using the CEP Mailbox [cepli@pseg.com](mailto:cepli@pseg.com). The PSEG Long Island representative will review the customer account and determine the demand on the*

## 7. What is a Prime Efficiency Partner?

*Prime Efficiency Partners are Lighting professionals, installation contractors and distributors who are knowledgeable of PSEG Long Island (CEP) standards and processes. Effective 2/1/17, **in order to participate in the Fast Track program, you must be an approved Prime Efficiency Partner.***

*Currently, the program consists of lighting professionals but there will be more opportunities for HVAC, and other industry PEPs.*

## 8. How does a contractor become a certified Prime Efficiency Partner?

*In order to become a Prime Efficiency Partner, you will be required to do the following:*

- *Read the Prime Efficiency Partner Agreement*
- *Complete the Prime Efficiency Partner Application (attached to Agreement)*
- *Provide the required documentation & references*
- *Process and complete at least 5 projects in the CEP pipeline*
- *Attend Prime Efficiency Partner training session (see schedule below)*
- *Pass Prime Efficiency Partner test*
- *Obtain Prime Efficiency Partner Identification Number and Certificate*

### **PEP Training Schedule**

*Weekly on Fridays: 10 AM – 1 PM*

- *Pending registration numbers, training may be given monthly or biweekly only*

*RXR Building*

*395 North Service Road (Suite 409), Melville, NY*

*To register, send your name, company and phone number to the CEP mailbox at:*

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[cepli@pseg.com](mailto:cepli@pseg.com)

## 9. Once I have become a certified Prime Efficiency Partner, do I have to become recertified?

*Yes. Each new program year an e-mail will be sent to all certified Prime Efficiency Partners including the Prime Efficiency Partner Agreement and Prime Efficiency Partner Application for the new program year. The Prime Efficiency Partners must complete and submit the documents, along with the required documentation. Prime Efficiency Partners looking to obtain re-certification are not required to take the training and exam, however, we do recommend attending the training. Prime Efficiency Partners are expected to be up to date with all program changes and requirements.*

*Please note, only new employees of current Prime Efficiency Partners must take the training and the exam.*

## 10. What if I started the Prime Efficiency Partner certification process in 2018 but have not yet received the Prime Efficiency Partner certificate?

*You will be required to complete and submit the 2019 Prime Efficiency Partner Agreement and the 2019 Prime Efficiency Partner Application. If you are still working to fulfill the project pipeline requirement, please continue to do so.*

## 11. Would contractors who are not Prime Efficiency Partners be allowed to participate in the regular rebate program excluding the Fast Track program?

*All contractors may participate in all other program offerings except Fast Track. However, only Prime Efficiency Partners may participate in the Fast Track program offering. Although all contractors may participate under any other program component, all will be subject to Quality Control Evaluation (QCE) Procedure.*

## 12. What is the Quality Control Evaluation (QCE) Procedure? What contractors are subject to QCE?

*All contractors who participate in any program offerings are subject to QCE. The QCE Procedure was established to monitor and guide contractors who have demonstrated discrepancies between the CEP Guidelines or Terms and Conditions and their ongoing practices. The purpose of the Quality Control Evaluation Procedure is to ensure all contractors conduct their practices with integrity and the rate payer's best interest in mind.*

**13. We noticed one of the requirements is to attend the Prime Efficiency Partner training, when are the trainings conducted?**

*The trainings are conducted Fridays from 10 AM – 1PM. Pending registration numbers, the trainings are held either weekly, biweekly, or monthly at the RXR Building (395 N Service Rd – Suite 409, Melville NY 11747). The training is approximately two hours and is followed by an exam. The exam takes approximately one hour. **Note that applying for PEP certification does not guarantee that you will receive it.** There currently is no deadline on the PEP application. If you are interested in attending a training, please e-mail the CEP Mailbox at [cepli@pseg.com](mailto:cepli@pseg.com) and request the training registration link.*

**14. What needs to be on the Certificate of Liability Insurance Form?**

*Prime Efficiency Partner applicants must provide a Certificate of Liability Insurance form with the effective date. Copies of pages from policies are not acceptable. The name of the insured on the form must be an exact match for the name of the company applying for Prime Efficiency Partner certification. Prime Efficiency Partner applicant must provide documentation demonstrating that the coverage is valid for 2019. If the policy is due to expire before the jobs will be completed, the Prime Efficiency Partner will need to provide another certificate of insurance at that time. The certificate holder must have, at a minimum, both general liability insurance, to protect against damages, and workers compensation insurance, to protect you in the event that a worker is badly injured on the job. The CEP may reach out directly to the insurance company to verify insurance.*

**15. Each project that I complete requires different insurance. Do I have to provide a certificate for each project?**

*The CEP PEP Review Committee is seeking insurance certificates for all operations of the Prime Efficiency Partner which includes general liability insurance for the company that is in effect for the entire year. If, for individual projects, your customers require additional insurance, or request to be added to the policy, that would be a supplement to the general liability insurance requirement we are seeking.*

**16. Does PSEG have to be named on the insurance certificate as Additional Insured?**

*Currently, it is not required that PSEG Long Island be named as Additional Insured.*

**17. If a contractor is obtaining their own equipment to recycle fluorescent tubes, what documentation for waste disposal is required?**

*If a contractor is using an in-house lamp crusher, in order to be considered for the Prime Efficiency Partner program, the contractor must provide a copy of the Scope of Work (SOW) and signature page from the agreement that is present between the Prime Efficiency Partner and the service that is reclaiming the hazardous waste for the Prime Efficiency Partner.*

**18. What if I don't have any certifications or licenses to list? Can I still become a Prime Efficiency Partner?**

*Prime Efficiency Partner applications are scored based upon a number of metrics including, but not limiting to: licenses/certifications, training, test score, references, insurance requirements, customer feedback. It is possible for a Prime Efficiency Partner applicant to receive a high enough score to become a Prime Efficiency Partner without having certifications/licenses. In such cases, while the Prime Efficiency Partner can install LED tubes, they will not be able to install fixtures without a licensed electrician to sign off on the project. For such installations, the CEP may require a copy of the agreement between the Prime Efficiency Partner and the licensed electrical subcontractor.*

**19. What if I am a 280/281 and want to self-install my equipment under Fast Track?**

*Customers may self-install equipment in the Fast Track program when they request and receive prior approval from the CEP. Customers should submit an email to the CEP Mailbox ([cepli@pseg.com](mailto:cepli@pseg.com)) requesting the Fast Track application for a self-install. A CEP representative will contact the customer to pre-inspect the space. The customer will receive an email indicating whether they can proceed with the installation. The Fast Track worksheet will be included as an attachment. Rebates may not be assigned and will be provided only to the account holder. All other rules/installation requirements under Fast Track supersede any FAQ.*

**20. If I am a Prime Efficiency Partner and hire a Subcontractor to install the equipment, whose licenses do I have to submit?**

*The Prime Efficiency Partner is responsible for their subcontractors. Those subcontractor licenses should be provided with the Prime Efficiency Partner application.*

**21. How many people in my company have to pass the test?**

*All people who attend the training must take the test. Tests are administered directly after training. Any capacity limitations during training will be communicated in the training invitations. Following the test and training, the Prime Efficiency Partner Review Committee will*

*review all submitted documents and Prime Efficiency Partner certification will be dependent upon those documents, participation in training, customer references and test scores. The committee, based upon their experience with the applicant and the CEP, may request that additional staff participate in training prior to or after the applicant receives Prime Efficiency Partner status.*

*The company's overall performance will be calculated using an average of scores of all individual participants who pass the test. If an applicant fails the test, it must be retaken until he/she passes.*

**22. If I work for 2 companies applying to be a Prime Efficiency Partner and one gets certified before the other, can I still submit applications for both companies since I passed my test?**

*Applications are submitted prior to taking a test, so applications should be on file for both companies. If you have taken the training associated with one and passed the test, and the second company has not submitted an application, then the second company must do so.*

**23. I've completed my training. How long before I am certified?**

*During training, the Committee advised that the certification is a process, of which the training and testing are components. There are multiple components to the Prime Efficiency Partner Certification Process, including:*

- 1. Validating completed applications and all required docs*
- 2. Training / Passing Test*
- 3. Customer Surveys*
- 4. Committee Review*

*We anticipate that within 8 to 10 business days of notification that the test was passed, either certification will be provided or a rejection letter will be sent. If you are new to the Commercial Efficiency Program, you must have 5 projects processed and completed in the pipeline. If you do not meet this requirement, certification will be longer.*

**24. Would it be acceptable if I do not itemize my labor line by line?**

*Labor does not need to be itemized; total labor cost for the project is acceptable.*

**25. I want to install a product that is not on your eligibility table. Can I still get a Fast Track or Comprehensive Performance Lighting rebate?**

*No. However, it may qualify for a custom rebate.*

**26. Are LED to LED replacements acceptable on the Fast Track Application?**

*No. On the Fast Track Worksheet LED is not listed as an existing equipment selection, therefore there existing equipment selections appropriate for Fast Track are Metal Halide, High Pressure Sodium, T5, T8, Biax, T12, Halogen, CFL, Incandescent, New Install*

**27. Are LED to LED replacements acceptable on the Comprehensive Performance Lighting Application?**

*LED to LED replacements are permitted as long as energy savings is evident. If there is little to no energy savings, LED to LED replacements are not permitted. If you are unsure, please a PSEG Long Island Representative.*

**28. My 2' Linear Ambient is ENERGY STAR listed but not DLC. Can I use it?**

*Linear Ambient luminaires must be listed with the DLC to qualify.*

**29. LED U-Bend Replacements are listed on the DLC but not on the Fast Track Application. Can I use it?**

*A 4' LED replacement tube is eligible whether it is a linear tube or a U-Bend tube. As with all products, the LED U-Bend must be listed on the DLC to qualify.*

**30. I have a facility where a high bay application is appropriate. However, it is below the recommended 25' guideline. Will I be penalized or not receive a rebate?**

*When in doubt, contact the CEP mailbox or a PSEG Long Island representative for prior approval.*

**31. If there is a large facility and I want to identify locations, is there an additional worksheet available to use?**

*You can use another copy of the existing data collection form/worksheet found in the corresponding Comprehensive Performance Lighting Application or Fast Track Application. That data collection page can then be printed and submitted. Or, you can submit a lighting/facility survey in your own format. Just be sure to indicate building area and lamp/fixture types, wattages and quantities. While this survey is not listed on the "Required Documents" for Fast Track, projects will be expedited if they are submitted with surveys.*

**32. Where can I find New Construction applications?**

*New Construction and Existing Building applications have been replaced with project specific application types (Fast Track, Comprehensive Performance Lighting, HVAC, Standard).*

**33. If my wattage is a decimal, how do I input it into the worksheet?**

*Round up to the next whole number and use that value. Remember to use nominal wattage from the cut sheet, not the wattage found on the DLC or ENERGY STAR lists.*

**34. Do all projects require a photometric analysis for high bay and low bay applications?**

*A photometric analysis is not required for all projects, but a PSEG Long Island representative may request one at any time.*

**35. I heard Outdoor Lighting projects are accepted in the CEP. Can I use the Comprehensive Performance Lighting Application for Outdoor Lighting?**

*No. The Comprehensive Performance Lighting Application is to be used for indoor lighting only. Please use the 2019 Outdoor Lighting Application found on our [website](#).*

*There is a separate FAQs document available for all Outdoor Lighting related questions and concerns.*

**36. If a customer is in arrears, how would we know? Will we receive payment if the rebate is assigned?**

*Assignment agreements are between the customer and the contractor.*

**37. What is the average time following a post-inspection that a customer should expect the rebate to be received?**

*The applications indicate that applicants should expect rebate checks 4 – 8 weeks after all completion documents are received and inspections conducted.*