

**RESOLUTION : 223 - 19**

**RESOLUTION AUTHORIZING EXECUTION OF NEW JERSEY CLEAN ENERGY  
DIRECT INSTALL PROGRAM PARTICIPATION AGREEMENT – SCOPE OF WORK  
ATTACHMENT FOR CLAYTON PUBLIC WORKS GARAGE**

**WHEREAS**, the Borough of Clayton, in conjunction with the New Jersey Office of Clean Energy, Direct Install Program, wishes to have Tri-State Light & Energy, Inc. (“TSLE”) perform energy saving retrofit work in connection with measures listed on the Scope of Work attachment; and

**WHEREAS**, the Borough of Clayton agrees to pay TSLE the sum of Six Hundred Eighteen Dollars and Two Cents (\$618.02) , which amount is the Borough’s cost for the work to be completed for the number of units for each Measure; and

**WHEREAS**, the Borough of Clayton understands that conditions discovered during installation may require that some Measures identified cannot be installed or some areas may require additional Measures/quantities to be installed; and

**WHEREAS**, should costs increase by more than 10%, then TSLE must obtain both Program Administrator and Borough of Clayton written approval in the form of an amended Scope of Work Attachment before proceeding with the additional work.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Clayton, County of Gloucester, and State of New Jersey as follows:

1. That the governing body does hereby approve and authorize the execution of the attached New Jersey Clean Energy Direct Install Program Participation Agreement Scope of Work Attachment with Tri-State Light & Energy, Inc.
2. That the Mayor and/or Borough Administrator be and is hereby authorized to execute said New Jersey Clean Energy Direct Install Program Participation Agreement Scope of Work Attachment behalf of the Borough of Clayton.
3. That the Borough’s cost of \$618.02 for this project will be charged to Ordinance #2018-15.

**ADOPTED** at the meeting of the Borough Council of the Borough of Clayton held on October 10, 2019.

**BOROUGH OF CLAYTON**



\_\_\_\_\_  
THOMAS BIANCO, Mayor

**ATTEST:**



\_\_\_\_\_  
Christine Newcomb, Borough Clerk

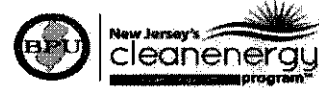
**CERTIFICATION**

I, Christine Newcomb, Borough Clerk, of the Borough of Clayton, in the County of Gloucester, do hereby certify that the foregoing Resolution was presented and duly adopted by the Borough Council at a meeting of the Borough of Clayton held on October 10, 2019.



\_\_\_\_\_  
Christine Newcomb, Borough Clerk

## New Jersey Office of Clean Energy Direct Install Program Energy Assessment Tool (V4.0)



### General Project Information

Participating Customer:   
Contractor / Project #:   
Facility Name:   
Street Address:   
City / Zip Code:   
Is this facility publicly owned?  
BOE, MUA or other public entity property?

Facility Type:   
HVAC Type:   
Total Facility Square Footage:   
Avg Weekly Hrs of Operation:   
# of Full-Time Employees:   
Year Constructed:   
Tax Exempt?:   
Project Permitting Costs:

### Enhanced Incentive Eligibility

Project In UEZ?   
Project In OZ?

K-12 School?   
Municipality?

### Electric Utility Information

Electric Provider:   
Service Class:   
Account #:   
Billing Period Start Date:   
Billing Period End Date:   
Billing Period kWh Consumption:   
Billing Period Total Cost:   
Total Taxes + Fees on Bill:   
Electric - Average Cost (\$/kWh):

### Gas Utility Information

Gas Provider:   
Service Class:   
Account #:   
Billing Period Start Date:   
Billing Period End Date:   
Billing Period Therm Consumption:   
Billing Period Total Cost:   
Total Taxes + Fees on Bill:   
Gas - Average Cost (\$/Therm):

### Oil Information

Annual Consumption (Gallons):   
Annual Cost:   
Annual Taxes + Fees on Bill:   
Oil - Average Cost (\$/Gallon):

### Propane Information

Annual Consumption (Gallons):   
Annual Cost:   
Annual Taxes + Fees on Bill:   
Propane - Average Cost (\$/Gallon):

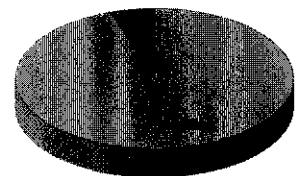
### Project Summary

	Annual Energy Savings	Energy Units	Annual Cost Savings	Total Measure Cost	Estimated Incentive Amount	Total Cost to Customer
Lighting Measures Total:						
Motors & VFD Measures Total:						
HVAC Electric Measures Total:						
Refrigeration Measures Total:						
ELECTRIC MEASURES:						
GAS MEASURES:						
OIL MEASURES:						
TOTAL PROPANE MEASURES:						
CONVERSION MEASURES (OIL):						
CONVERSION MEASURES GAS:						
COMBINED PROJECT TOTALS:						

SIMPLE PAYBACK (YEARS):

PROJECT TRC TEST:

### Projected Dollar Savings Per Measure Category





# **DIRECT INSTALL PROGRAM** **PARTICIPATION AGREEMENT** **SCOPE OF WORK ATTACHMENT**


TSTSG9054

<b>"Parties":</b>				
Participating Customer*:	<u>Boro of Clayton</u>			
Participating Contractor*:	<u>TSLE</u>			
Facility Name*:	<u>Clayton-Public Works Garage 2019</u>			
Facility Address:	<u>Bernard &amp; Washington</u>	<u>Clayton,</u>	<u>NJ</u>	<u>08312</u>
	Street	City		Zip
*as listed on Application				

When fully signed, this Scope of Work Attachment ("Attachment") shall become part of the Direct Install Program Participation Agreement ("Participation Agreement") previously executed by the Parties in connection with the installation of energy efficiency retrofit Measures to be performed by the Participating Contractor (or "Contractor") at the above listed Facility. This Attachment, together with the Participation Agreement shall constitute the full Agreement between the Parties. Terms capitalized herein are defined in the Participation Agreement.

The Participating Customer (or "Customer") agrees to have Contractor perform retrofit work in connection with the Measures listed on page 2 of this form (attached). In consideration of the Contractor's performance of such work, Customer agrees to pay Contractor based on the measure costs listed below under Customer Unit Cost for the number of completed units for each Measure upon receipt of invoice; provided the Contractor may collect a deposit from Customer prior to performing such work, in which case the final invoice shall be net of such deposit. Customer and Contractor understand that conditions discovered during installation may require that some measures identified in the energy assessment cannot be installed, or some areas may require additional measures/quantities to be installed. Should conditions in the field dictate that the Estimated Program Total Cost shown on page 2 increase by more than 10%, Contractor must obtain both Program Administrator and Customer written approval in the form of an amended Scope of Work Attachment before proceeding with such additional work.

By signing below, the Parties agree the above listed Measures shall be installed by the Contractor. The Customer shall pay the Contractor as described herein following Completion and Acceptance of Measures. Customer certifies that he/she has the authority to contract for retrofit work in the Facility in connection with the Measures listed and, if the Customer does not own the Facility, the Owner has granted permission to Customer for performance of such work.

  
\_\_\_\_\_  
Participating Customer

10/10/19  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Participating Contractor

\_\_\_\_\_  
Date

Savings values are estimates. Actual savings will vary.  
Incentives and participation subject to program rules and Participation Agreement.

## Page 2

### Scope of Work

The work to be performed by the Participating Contractor in connection with the Project shall be comprised of the below listed Measures in the estimated quantities listed:

Measure Description / Location	Quantity	Total	Estimated	Estimated
	To Be	Measure	Customer	Incentive
	Installed	Cost	Total Cost	Amount
Relamp: Direct Line LED - 2-Lamp - 4-Foot T8 (Prem. - 10.5W) / Parts	6	\$ 299.34	\$ 59.87	\$ 239.47
Fixture Replacement: Linear Ambient Luminaire - 8' (60 - 100W): 41 W / Shop	1	\$ 277.54	\$ 55.51	\$ 222.03
Fixture Replacement: Linear Ambient Luminaire - 8' (60 - 100W): 41 W / Shop	1	\$ 277.54	\$ 55.51	\$ 222.03
Fixture Replacement: LED Interior Ambient Luminaire - 2x2: 35 W / Corridor	1	\$ 120.10	\$ 24.02	\$ 96.08
Fixture Replacement: LED Interior Ambient Luminaire - 2x2: 35 W / Men's Restroom	1	\$ 120.10	\$ 24.02	\$ 96.08
Fixture Replacement: LED Interior Ambient Luminaire - 2x2: 35 W / Women's Restroom (Locked)	1	\$ 120.10	\$ 24.02	\$ 96.08
Relamp: Direct Line LED - 2-Lamp - 4-Foot T8 (Prem. - 10.5W) / Storage	3	\$ 149.67	\$ 29.93	\$ 119.74
Relamp: Direct Line LED - 2-Lamp - 4-Foot T8 (Prem. - 10.5W) / Storage	2	\$ 99.78	\$ 19.96	\$ 79.82
Fixture Replacement: Linear Ambient Luminaire - 8' (60 - 100W): 41 W / Storage	2	\$ 555.08	\$ 111.02	\$ 444.06
Fixture Replacement: LED Architectural Flood/Spot (25 - 150W): 89 W / Building Perimeter	2	\$ 770.34	\$ 154.07	\$ 616.27
Low-Flow Aerators (Lavatory) / Bathrooms	2	\$ 19.60	\$ 3.92	\$ 15.68
<b>TOTALS**</b>		\$ 2,809.19	\$ 561.84	\$ 2,247.35

\*\*Maximum incentive amount per project is \$125,000. Measures that would qualify the project for funding through the State Energy Program (SEP) are identified above with an 'S'. If any "SEP measures" are included then the total incentive amount for all measures will be paid with SEP funds, otherwise the total incentive amount will come from NJ Clean Energy funds.



# REQUIRED ADDERS PROPOSAL

Sent To: Clayton-Public Works Garage 2019 - TSG9054A

Date of Proposal: July 11, 2019

Proposals are valid for 30 days.

Item	Quantity	Rate	Total
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NJ's Direct Install program does not cover the following items, which are required *in addition* to your Scope of Work. Quantities shown are estimates only. By accepting this proposal you agree to pay for actual quantities provided, which may be greater than the total shown below. Payment is due when your Customer Portion payment is made. You will be billed later for any changes.

<b>Photocells</b> If your existing fixtures have photocells, your new fixtures should have them as well.	0	\$58.00	\$0.00
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<b>Emergency Battery Backup</b> Battery backups designed for fluorescent systems are not compatible with LED and must be replaced to comply with life-safety code requirements.	0	\$185.38	\$0.00
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<b>Conversion Kits (1x2 &amp; 2x2)</b> The program does not cover the cost of the retrofit kits or additional labor required to convert some of your fixtures to accept the 2-foot or 4-foot LED tubes that are proposed.	0	\$0.22	\$0.00
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<b>480V Drivers</b> Direct Install includes 120V and 277V fixtures. If your existing fixtures are wired for 480V a special driver must be ordered for your new fixtures.	0	\$160.00	\$0.00
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<b>Wall Dimmers - White</b> Your new screw-in LED lighting will not work with traditional wall dimmers. These should be replaced with LED-compatible dimmers. Dimmer color is White. (We do not recommend dimmers with MR16 lamps.)	0	\$135.00	\$0.00
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<b>Specialized Lift</b> Standard scissor lifts are included. Articulating and other specialized lifts are additional.	0	TBD	\$0.00
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<b>Approval for 10% Contingency</b> Every project encounters unexpected changes. The Direct Install Program Manager allows your Scope of Work to increase by 10% without requiring a new Approval. However, this could affect your Customer cost. We are requesting your approval now to make changes of up to 10% additional cost of your total project value, so that we do not have to stop your project during installation to ask permission.		\$56.18	
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Estimated Subtotal \$0.00

Tri-State Light & Energy, Inc.  
855 Sussex Boulevard  
Broomall, PA 19008  
T: 610-789-1900 www.TSLE.com

Sales Tax \$0.00  
Shipping \$0.00  
**Total \$0.00**

  
Signature Approval

10/10/19  
Date

## Direct Install Contractor Checklist

**Application #:** TSG9054

**Applicant Company Name:** Boro of Clayton


- ☒ Lighting assessed and included in the EAT
- ☐ Explored possibilities of adding lighting controls
- ☐ Motors assessed and included in the EAT
- ☐ Explored possibilities of adding Variable Frequency Drives
- ☐ Refrigeration assessed and included in the EAT
- ☐ HVAC (electric cooling) assessed and included in the EAT
- ☐ HVAC (gas heating) assessed and included in the EAT

### Comments:

Projects need to meet certain screening criteria established by the New Jersey Direct Install program administrator. For this project to qualify for the program, the following measures were eliminated.

- (1) 80 MBTUh Low-Intensity Infrared Gas Heater (15 years old)
- (1) 80 MBTUh Low-Intensity Infrared Gas Heater (15 years old)

\_\_\_\_\_  
Contractor Signature

  
\_\_\_\_\_  
Applicant Signature

## NJ DIRECT INSTALL - NOTES & EXCLUSIONS

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### Lighting

Things you should know about any Lighting Upgrade project

1. Existing light levels in many buildings are higher than necessary compared to current recommendations. To maximize your savings *and* provide a comfortable work environment, upgrades included in your Scope of Work may reduce lighting levels in your building.
2. In other cases, existing lighting systems may be depreciated and occupants have become accustomed to lower lighting levels. Your new lighting system may appear much brighter than before. Please speak with your Account Representative *before* approving your project if you have any questions, as changes are expensive.
3. There is no allowance for correction of code violations, or for additional work needed to meet current code requirements. Conditions hidden from sight prior to removal of existing equipment are also excluded.
4. Aged lighting components, including sockets, lenses, etc. often become brittle over time and will crack or break with the slightest touch. While we take great care when handling your existing lighting fixtures, we are not responsible for damage caused by routine handling.
5. Please note that dimming is affected when replacing lamps with LEDs. Typical dimmers will control incandescent lamps smoothly from full bright to "off," but LEDs tend to "drop out" or flicker at the lower end of the dimming range. They may not operate or even dim at all, requiring replacement of the existing dimmer with a compatible device. Also, existing occupancy (vacancy) sensors may not be compatible with LEDs. There is no allowance in your Scope of Work for replacement of dimming or occupancy sensing controls.
6. There is an aesthetic issue to consider as well with dimmable LEDs. Traditional incandescent lamps appear warmer in color temperature as they dim, but the color of screw-in LEDs remains constant throughout the dimming range (unless they include "dim to warm" technology). This is not necessarily desirable, as we are accustomed to color warming as lighting is dimmed.
7. Line voltage (Direct Wire) LED tubes are more sensitive to voltage fluctuations than traditional lamps. If your existing electrical system experiences voltage fluctuations (typically caused by other equipment in the building) you may observe flickering in the lights.

Things you should know about your NJ Direct Install Lighting Upgrade project

8. Direct Install's standard color for LED lamps that replace fluorescent tubes is 4000k, roughly equivalent to what used to be called "cool white." This is also the standard color for most of Direct Install's new exterior LED fixtures. Standard color for screw-in lamps is 2700k. Requests to change these standard colors must be made before materials are ordered. *Once materials are ordered, changes become expensive and are the customer's responsibility.*
9. This Scope of Work assumes all lighting equipment operates on voltages between 120V and 277V. If any lighting fixtures included in this scope operate at 480 volts, there will be additional costs that are not covered by the Direct Install program.



10. There is no allowance for emergency battery backup systems. If these systems exist in your facility, there will be additional costs to include battery backups in retrofits or fixture replacements. *These additional costs are not covered by the Direct Install program.*
11. Mounting hardware for exterior and high-bay fixtures is not included in Direct Install program pricing. These measures are contingent upon your acceptance of a separate Adder proposal. Shielding for exterior fixtures to prevent light trespass is also not included in program pricing.
12. Basic permit costs are covered by the program, but additional requests from state or local code officials, such as for reflected ceiling plans or documents requiring the stamp and seal of a professional engineer (P.E.) are not covered.
13. All LED products supplied by NJ Direct Install must be qualified by Design Lights Consortium (DLC) or EnergyStar. These rating agencies often modify their standards as LED technology advances. When this happens, the Program's lighting supplier may propose a substitute product. If no substitutes are available we are sometimes forced to select a similar measure with a slightly higher price point. If this increase exceeds ten percent of the total project cost we will notify you before proceeding with substitute products.

*Please review and make sure you understand and accept the proposed lighting measures. Once materials are ordered, changes become expensive and are the customer's responsibility. Changes requested during installation will incur additional labor costs as well. Trial installations are available. Please request a separate proposal.*

## **Heating and Air Conditioning**

Things you should know about your NJ Direct Install HVAC upgrade project

### **Air Distribution**

1. The NJ Direct Install Program is a one-for-one equipment replacement and does not address pre-existing ductwork conditions. Some items excluded include:
  - 1) Undersized, oversized and or damaged ductwork (Hard or Flex)
  - 2) Faulty VAV Boxes
  - 3) Faulty Re-Heat Coils
  - 4) Faulty or incorrect Supply Diffusers or Return Diffusers
  - 5) Humidifiers, De-Humidifiers or Air Cleaners
  - 6) Air Balancing of the system

### **Code Violations**

2. There is no allowance for correction of code violations, or additional work required to meet changes in code requirements which occurred after installation of your existing equipment. Conditions hidden from sight prior to removal of existing equipment are also excluded.

### **Crane Costs**

3. This proposal covers crane costs for installation and removal of items up to 20 feet vertical and 30 feet horizontal. There may be additional charges if the required lift is greater in either dimension, or if special considerations are required for timing or access.

### **Duct Work**

4. Two linear feet of transition ductwork is included to tie the new unit into existing ductwork.

### ***Fire Alarm and BAS Systems***

5. This proposal excludes wiring of Smoke or CO detectors to a building's fire alarm system, which must be completed by a certified fire alarm contractor. Factory-installed control boards, or tying and programming into BAS control systems is also excluded.
6. There are no provisions within the program to install new smoke detectors, or to replace existing smoke detectors that are not in working condition.

### ***Gas Piping & Condensate Lines***

7. This proposal covers up to 10 linear feet of new piping to tie the new unit into the existing gas and condensate lines on packaged units, where required.

### ***Railings***

8. This proposal excludes safety railings or seismic strapping if required by code. Code requires HVAC equipment to be at least 10 feet away from the edge of the roof. If less than 10 feet, local building codes may require the installation of a safety railing.

### ***Structural***

9. This proposal excludes structural engineering, structural drawings, and structural steel work. Due to the nature of this project, the customer may be responsible for supplying a set of structural drawings to include with the permit package for approval. This proposal does not include the cost for any service needed above.

### ***Warranty***

10. Your new high-efficiency HVAC equipment requires routine maintenance including changing filters, inspecting belts, cleaning coils, etc. If you do not perform this maintenance using a certified HVAC contractor your warranty may be voided. A maintenance agreement with your local service company is highly recommended.

## **General**

### ***Drawings***


1. Costs to prepare drawings or other documentation required by code officials are not included.

### ***Financing***

2. Your proposal may include information about financing your customer payment. This information is provided as a courtesy for your convenience. It is not a recommendation for this lender. If you choose to finance your payment, please feel free to work with the lender of your choice.

### ***Materials***

3. Unless you specifically request specification sheets to review for your approval, materials will be ordered upon receipt of your deposit and are sold on a final, non-cancelable, non-returnable, non-refundable basis.

  
Please sign here to indicate you have reviewed these  
Notes & Exclusions to your Direct Install project.

## CAPACITY REWARDS – MORE MONEY FOR YOU

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A good deal gets better ... we may have found some more money for you!

Did you know that energy efficiency projects such as yours help lower demand on our region's electric grid? And the people who manage our grid, PJM Interconnection, may pay for your demand savings? It's true. Through their Capacity Market Auction, PJM might pay for reducing your demand on the grid. We would like to help you receive those payments.

All we need is your permission. If you do not claim your payments, PJM will keep them.

**Yes, I would like to receive payments for my demand savings!**

\_\_\_\_\_ assigns the capacity rights of any demand savings created from our energy efficiency projects to Tri-State Light & Energy, Inc, which will offer the demand savings into the PJM capacity market through a PJM Member. Any revenue received from PJM capacity market auctions will be allocated and disbursed by the PJM Member.

Signature



Date

10/10/19

Print Name

Tom Bianco

Title

Mayor