



<b>PART D</b>	<b>APP#</b> (office use only)

## DESIGN TEAM APPLICATION

### DESIGN TEAM LEADER INFORMATION

Company Name			
Address	City	State	Zip Code
Design Team Leader		Design Team Leader's Title	
( )	( )		
Phone Number (office)	Mobile/Direct	Email Address	

### MAILING ADDRESS (if different from above)

Address	City	State	Zip Code
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### DESIGN TEAM REPRESENTATIVE INFORMATION SAME AS LEADER

Company Name			
Address	City	State	Zip Code
Design Team Representative		Design Team Representative's Title	
( )	( )		
Phone Number (office)	Mobile/Direct	Email Address	

### PROJECT INFORMATION

Project Name	Estimated DESIGN Completion Date	Estimated CONSTRUCTION Completion Date
Project Site Address	City	State
		Zip Code

<b>Project Type:</b> <input type="checkbox"/> New Construction/Addition <input type="checkbox"/> Renovation/Remodel	<b>Project Status:</b> <input type="checkbox"/> Early in design phase <input type="checkbox"/> Design change feasible
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## ENERGY EFFICIENCY MEASURES

Energy Efficiency Investigation will include the following elements (check all that apply):

Envelope	Lighting:	HVAC:	Other:
<input type="checkbox"/> Materials	<input type="checkbox"/> LEDs	<input type="checkbox"/> Central Plant Options	<input type="checkbox"/> Refrigeration
<input type="checkbox"/> Insulation Levels	<input type="checkbox"/> Occupancy Sensors	<input type="checkbox"/> Evaporative Cooling	<input type="checkbox"/> Process Loads
<input type="checkbox"/> Glazing Options	<input type="checkbox"/> Task / Ambient Design	<input type="checkbox"/> Natural Ventilation	<input type="checkbox"/> Heat Pump Water Heater
<input type="checkbox"/> Daylighting Options	<input type="checkbox"/> High Efficiency Sources	<input type="checkbox"/> High Efficiency Equipment	<input type="checkbox"/> Energy Management
<input type="checkbox"/> Others _____	<input type="checkbox"/> Others _____	<input type="checkbox"/> Others _____	<input type="checkbox"/> Others _____

Provide a Brief Description of the Project: \_\_\_\_\_

## DESIGN TEAM INCENTIVE & ENTRY LEVEL

### Incentives Paid to the Design Team Leader

	Entry Level (% Better than T24)	Incentive	Maximum Incentive Per Project
Design Team Incentive	10%	1/3 of Owner Incentives <sup>1</sup>	\$50,000

<sup>1</sup>30% of Design Team Incentive is payable upon review and approval of the pre-construction energy model

## DESIGN TEAM INCENTIVE REQUIREMENTS

In order to qualify for the Design Team incentive, the Design Team Leader must submit a completed and signed Design Team application and energy model along with the completed and signed Owner's application. The energy model must be completed using open-source energy modeling software, including but not limited to EnergyPro, CBECC-COM and IES-VE. The energy model must be accurate, reflective of the proposed building, and list in detail the proposed equipment and schedules.

Required energy model elements include:

### ARCHITECTURAL

- Floor plans
- Elevations
- Building/wall/roof sections
- Site plans
- Roof plans
- Gross area and net (conditioned space)

### ENVELOPE MATERIALS

- Glazing and skylights: SHGC, U-value, frame type, interior shading
- U-values: wall, roof, ceiling, skylight, slab and spandrel
- Insulation U-values: wall, roof, ceiling, slab and spandrel

### MECHANICAL

- HVAC zoning plans
- Equipment types
- Floor plans and equipment schedules
- Anticipated control sequences

### LIGHTING PLANS AND LIGHTING FIXTURE SCHEDULE

- Lighting plans
- Lighting power density (by HVAC zone)
- Design illuminance (by HVAC zone)

### ELECTRICAL/INTERNAL LOADS

- Peak occupancy (by HVAC zone)
- Peak equipment (by HVAC zone)

### OPERATION

Per HVAC zone

- Occupancy, lights and equipment schedules
- Thermostat settings and schedules

Per air handler

- Anticipated coil leaving air temperatures
- Minimum outside air
- Fan schedules
- Anticipated fan static and efficiency

Central plant (if applicable)

- Chilled and hot water temperatures
- Equipment control sequences

## DESIGN TEAM LEADER SIGNATURE

*I have read and understand the Design Team Incentive Requirements. I am aware that, if the energy model that I submit does not reflect all of the above elements accurately as required, my application for LADWP Zero By Design, Design Team incentives, may be deemed ineligible.*

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Title (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## ENERGY MODEL INFORMATION

Energy modeling software and version: \_\_\_\_\_

Building code version (year): \_\_\_\_\_

## DESIGN TEAM LEADER SIGNATURE

As the Design Team Leader of the specified project, I wish to participate in the Design Team Incentive element of LADWP's Zero By Design program. I understand the team is required to sign the Design Team Consent form and must submit an accurate energy model in order to qualify.

- I have read, understand, and agree to comply with all terms, conditions, and requirements of the LADWP Zero By Design program.
- I understand that I am responsible for the accuracy of all project documentation submitted to LADWP.
- I understand that LADWP will reject application packages if any of the information provided is inaccurate.
- I understand by applying for a LADWP rebate and/or program, personal information provided may be subject to public disclosure by requesting parties, pursuant to the California Public Records Act.
- I am in compliance with my state/country/city governments' requirements regarding licensing, local conditions, restrictions, codes, ordinances, rules or regulations. I have obtained all required permits and will provide them to LADWP upon request.
- I certify that the information I have provided is true and correct, and the project for which I am requesting an incentive payment meets the requirements of the LADWP Zero By Design program.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Title (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

You may email the completed application to [ladwpzbd@ladwp.com](mailto:ladwpzbd@ladwp.com) or mail to:

**LADWP CI&I PROGRAMS**  
**LADWP Zero By Design Program**  
**111 N. Hope Street, Room 1057**  
**Los Angeles, CA 90012-2607**

## QUESTIONS

Contact a LADWP Zero By Design Program Manager by phone at (213) 367-8755, email at [ladwpzbd@ladwp.com](mailto:ladwpzbd@ladwp.com) or visit us online at [www.ladwp.com/ladwpzbd](http://www.ladwp.com/ladwpzbd).

## DESIGN TEAM CONSENT FORM

By signature below, the Design Team Members consent to the designation of the above listed member as the Design Team Leader. It is understood and agreed that any incentive paid will be paid to the Design Team Leader and the LADWP bears no responsibility for the apportionment of the incentive payment. Further, Design Team Members also agree NOT to represent to any third party that LADWP's review of the energy efficiency measures (EEMs) or analysis of the energy efficiency of any aspect of the building project or design is in any way a representation by LADWP as to the economic or technical feasibility, operational capability, or reliability of such building design or EEMs.

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Team Member	Address		
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### Architect

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Role	City	State	Zip Code
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Firm Name	Phone Number (office)	Mobile/Direct
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Signature	Date	Email Address
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Team Member	Address		
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### Mechanical Engineer

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Role	City	State	Zip Code
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Firm Name	Phone Number (office)	Mobile/Direct
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Signature	Date	Email Address
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Team Member	Address		
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### Electrical Engineer

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Role	City	State	Zip Code
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Firm Name	Phone Number (office)	Mobile/Direct
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Signature	Date	Email Address
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Team Member	Address		
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### Energy Modeler

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Role	City	State	Zip Code
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Firm Name	Phone Number (office)	Mobile/Direct
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Signature	Date	Email Address
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## DESIGN TEAM TERMS & CONDITIONS

This Agreement is entered into by the Los Angeles Department of Water and Power (LADWP) and the Design Team Leader (hereafter referred to as "Leader") and is valid only if the Owner of the project has completed, signed, and submitted a LADWP Zero By Design program application. This Agreement is a one-time offer to provide a financial incentive to the Leader for participation in LADWP's Zero By Design program ("Program") pursuant to the terms and conditions outlined herein and in the Zero By Design program documents.

Funding approved for this Program is limited and will be paid on a first-come, first-served basis to qualified applicants. Funds will only be reserved upon Utility's execution of this Agreement. This incentive offer is subject to the availability of authorized funds.

The Design Team incentive shall be paid in two installments. Once the pre-construction energy model has been reviewed and approved, 30% of the total eligible Design Team incentive will be paid to the Design Team Leader. The remainder of the eligible Design Team incentive shall be made to the Leader only after all program requirements are met and upon verification of installation by a LADWP Zero By Design program representative. Should the project's scope of work change, the energy savings and Owner and Design Team's incentives will be adjusted, and the initial Design Team incentive payment will be deducted from the revised total incentive before the final payment is issued.

### LEADER AGREES TO:

- Provide Utility with all documentation necessary for verification of installation and performance of the Proposed Design prior to payment incentives.
- Accept as final authority, LADWP's determination of the incentive amount.
- Leader also agrees NOT to represent or warrant to any third party that LADWP's review of the energy efficiency measures (EEMs) or analysis of the energy efficiency of any aspect of the building project or design is in any way a representation by LADWP as to the economic or technical feasibility, operational capability, or reliability of such building design or EEMs, and agrees to indemnify LADWP in the event said representations and warranties are made to third parties.
- Leader shall indemnify, defend and hold harmless LADWP, City of Los Angeles, each of its officers, directors, agents and employees from and against all claims, losses, damages, costs, expenses and liability arising from 1) injury to persons or property, 2) death, 3) violation of any law or regulation (including those that establish strict liability); so long as such injury, violation or strict liability is caused by or in any way connected with Design Team Leader's performance of this Agreement. Leader shall, at LADWP request, provide a defense against any claim covered by this indemnity.
- In no instance shall LADWP be liable for any incidental, special, or consequential damages as a result of this Agreement.
- Indemnify LADWP, City of Los Angeles, each of its officers, directors, agents, and employees against all loss, damage, expense, and liability resulting from any monetary dispute among design team members that may arise regarding the payment of the incentive pursuant to this Agreement.
- Participate in a measurement and evaluation study to analyze current program performance and/or improve future program design, if selected by LADWP. Leader agrees to fully cooperate with study team if asked to participate.

### TAX LIABILITY

Incentives may be taxable and will be reported by LADWP to the IRS unless Leader qualifies under an exempt status. LADWP will report the incentive as income to Leader on IRS Form 1099 unless Leader has established that they qualify for an exempt tax status. Leader is urged to consult a tax advisor concerning the taxability of incentives. LADWP is not responsible for any taxes that may be imposed due to incentive payments.

By execution of this Agreement, Leader certifies that the Proposed Design meets all the program eligibility requirements and that the information supplied on the Agreement is true and complete. Leader certifies that Leader has read and understands all Program Documents and agrees to abide by all program rules and requirements set forth in the Program Documents.

## DESIGN TEAM LEADER SIGNATURE

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Name (Print)

Title (Print)

Signature

Date