

2023 El Paso Electric

Small Commercial Solutions Program
STEPS TO SUCCESS: ROOFING



1. Confirm customer eligibility

- Customer must reside in Texas and receive electric service from EPE
- Average demand at customer site must be less than 100 kW or 250 kW if they have multiple sites
- If customer sites exceed the kW limits, they may qualify for incentives through the Large Commercial Solutions Program
- To confirm customer eligibility, please contact:

Don Johnson
Energy Efficiency Program Coordinator
(915) 351-4237
don.johnson@epelectric.com

El Paso Electric Company
Energy Efficiency Department
(915) 521-4488

Ivan Faudoa
Energy Efficiency Program Consultant
(915) 255-4285
ivan.faudoa@clearesult.com

CLEAResult
(915) 255-4300

2. Complete Customer Acknowledgement Form and the TX Other Measures Calculator

- Contractor name, address, signature (Payment information must match W9)
- Customer name, signature, project address, account number, and meter number
- Existing Roof: Bldg. Type, Insulation R-Value or Bldg. Manufacturer Year
- New Roof: Cool Roof Rating Council (CRRC) listed
 - coolroofs.org/directory
 - Total installed roof area sq.ft. (at least 75% of conditioned space)
 - Must be low slope (2:12 or less)
 - Initial and 3-year solar reflectance and new roof insulation value

3. Reserve funds and schedule inspections

- Provide a project estimate to the customer utilizing the TX Other Measures Calculator
- Create the project in the Contractor Portal at epe-portal.clearesult.com/contractor
 - Provide completed Other Measures Calculator and Signed Customer Acknowledgement Form
 - Provide CRRC Certificates and new roof specification sheets
 - Provide date and time stamped pre-existing photos of roof, spaces, HVAC units and name plates
 - Provide estimated project completion dates
- CLEAResult will review Contractor Portal submittals and sign and return the Customer Acknowledgement Form within 3 business days to officially reserve funds
- Contact CLEAResult's Ivan Faudoa to schedule pre- and post-installation inspections
 - All contractors must schedule pre- and post-installation inspections for their first three projects annually for at least 15% of submitted projects and all projects with greater than 10 kW in estimated peak demand savings

4. Verify and Submit required documentation for payment of each project

- Submit final documentation through the Contractor Portal within 45 days of reservation date
 - Completed and signed Customer Acknowledgement Form and Other Measures Calculator
 - CRRC certificates with new roof specification sheets
 - Time and date stamped post-project photos
 - Signed customer invoice showing EPE incentive amount and customer balance

5. Quality control/quality assurance

- Maintain Program compliance – see Probationary Policies & Procedures document

