



ENERGY SAVINGS FOR BUSINESS

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Food Service Equipment Checklist

May 6, 2021
Version 1.0



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INTRODUCTION

This document is intended as a guide to support the submission of accurate and complete Food Service Equipment project applications. All applicants with Food Service Equipment should ensure the application meets the Eligibility Requirements set out in the Participant Terms and Conditions, Contractor Code of Conduct and Eligible Measures List. The applicant must submit the requested documentation and answer the questions contained within this document.

This checklist includes guidance for what needs to be entered in each input field at Step 4 and Step 5 of the Application process. Step 5 specifically describes which documents need to be uploaded and their purpose.

GUIDANCE ON APPLICATIONS

The following sections provide guidance on Food Service Equipment applications, ensuring that they are complete, accurate and comprehensive.

The applicant and/or contractor will also need to provide the following information in Step 4 and Step 5 of the application submission, as further described in the tables below.

STEP 4 OF PRE-PROJECT APPLICATION

DEMAND CONTROL KITCHEN VENTILATION

- Demand Control Kitchen Ventilation (up to 5,000 CFM)
- Demand Control Kitchen Ventilation (5,001 CFM – 10,000 CFM)
- Demand Control Kitchen Ventilation (10,001 CFM – 15,000 CFM)

Field	What to Enter	How Data or Input Provided is Used
Quantity	Quantity of measure being installed.	<ul style="list-style-type: none"> • Used to calculate eligible incentive. • Post-project QA/QC.
Specification Sheet	Upload the specification sheet for the measure. Indicate/circle which specific equipment is being used for the project.	<ul style="list-style-type: none"> • Post-project QA/QC.
Equipment Annual Operating Hours	Enter the estimated hours the measure runs for each year.	<ul style="list-style-type: none"> • Post-project QA/QC.
Manufacturer Name	Enter the manufacturer name.	<ul style="list-style-type: none"> • Post-project QA/QC.
Model Number	Enter the model number.	<ul style="list-style-type: none"> • Post-project QA/QC.
CFM	Enter the CFM of the exhaust fan from the hood.	<ul style="list-style-type: none"> • Confirm incentive calculation • Post-project QA/QC.
Equipment & Material Costs	Enter equipment and material costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate incentive cap. • Post-project QA/QC.
Labour Cost	Enter labour costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate incentive cap. • Post-project QA/QC.
Design Cost	Enter design costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate incentive cap. • Post-project QA/QC.

GRIDDLE

- ENERGY STAR Gas-Fired Griddles
- ENERGY STAR Electric-Fired Griddles

Field	What to Enter	How Data or Input Provided is Used
Quantity	Quantity of measure being installed.	<ul style="list-style-type: none"> • Used to calculate eligible incentive. • Post-project QA/QC.
Specification Sheet	Upload the specification sheet for the measure. Indicate/circle which specific equipment is being used for the project.	<ul style="list-style-type: none"> • Post-project QA/QC.
ENERGY STAR ID	Enter the seven-digit numerical ID.	<ul style="list-style-type: none"> • Confirm measure eligibility
Equipment Annual Operating Hours	Enter the estimated hours the measure runs for each year.	<ul style="list-style-type: none"> • Post-project QA/QC.
Manufacturer Name	Enter the manufacturer name.	<ul style="list-style-type: none"> • Post-project QA/QC.
Model Number	Enter the model number.	<ul style="list-style-type: none"> • Post-project QA/QC.
Equipment & Material Costs	Enter equipment and material costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Labour Cost	Enter labour costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Design Cost	Enter design costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.

HIGH TEMPERATURE DISHWASHER

- ENERGY STAR Dishwasher – High Temperature – Under Counter
- ENERGY STAR Dishwasher – High Temperature – Stationary Single Tank Door
- ENERGY STAR Dishwasher – High Temperature – Single Tank Conveyor
- ENERGY STAR Dishwasher – High Temperature – Multi-Tank Conveyor

Field	What to Enter	How Data or Input Provided is Used
Quantity	Quantity of measure being installed.	<ul style="list-style-type: none"> • Used to calculate eligible incentive. • Post-project QA/QC.
Specification Sheet	Upload the specification sheet for the measure. Indicate/circle which specific equipment is being used for the project.	<ul style="list-style-type: none"> • Confirm measure eligibility • Post-project QA/QC.
ENERGY STAR ID	Enter the seven-digit numerical ID.	<ul style="list-style-type: none"> • Confirm measure eligibility
Equipment Annual Operating Hours	Enter the estimated hours the measure runs for each year.	<ul style="list-style-type: none"> • Post-project QA/QC.
Manufacturer Name	Enter the manufacturer name.	<ul style="list-style-type: none"> • Post-project QA/QC.
Model Number	Enter the model number.	<ul style="list-style-type: none"> • Post-project QA/QC.
Equipment & Material Costs	Enter equipment and material costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Labour Cost	Enter labour costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Design Cost	Enter design costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.

HOT FOOD HOLDING CABINET

- ENERGY STAR Hot Food Holding Cabinet – Full Size
- ENERGY STAR Hot Food Holding Cabinet – 3/4 Size
- ENERGY STAR Hot Food Holding Cabinet – 1/2 Size

Field	What to Enter	How Data or Input Provided is Used
Quantity	Quantity of measure being installed.	<ul style="list-style-type: none"> • Used to calculate eligible incentive. • Post-project QA/QC.
Specification Sheet	Upload the specification sheet for the measure. Indicate/circle which specific equipment is being used for the project.	<ul style="list-style-type: none"> • Confirm measure eligibility. • Post-project QA/QC.
ENERGY STAR ID	Enter the seven-digit numerical ID.	<ul style="list-style-type: none"> • Confirm measure eligibility.
Equipment Annual Operating Hours	Enter the estimated hours the measure runs for each year.	<ul style="list-style-type: none"> • Post-project QA/QC.
Manufacturer Name	Enter the manufacturer name.	<ul style="list-style-type: none"> • Post-project QA/QC.
Model Number	Enter the model number.	<ul style="list-style-type: none"> • Post-project QA/QC.
Equipment & Material Costs	Enter equipment and material costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Labour Cost	Enter labour costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Design Cost	Enter design costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.

LARGE VAT FRYER

- ENERGY STAR Gas-Fired Large Vat Fryer
- ENERGY STAR Electric-Fired Large Vat Fryer

Field	What to Enter	How Data or Input Provided is Used
Quantity	Quantity of measure being installed.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Specification Sheet	<ul style="list-style-type: none"> • Upload the specification sheet for the measure. • Indicate/circle which specific equipment is being used for project. 	<ul style="list-style-type: none"> • Confirm measure eligibility. • Post-project QA/QC.
ENERGY STAR ID	Enter the seven-digit numerical ID.	<ul style="list-style-type: none"> • Confirm measure eligibility.
Equipment Annual Operating Hours	Enter the estimated hours the measure runs for each year.	<ul style="list-style-type: none"> • Post-project QA/QC.
Manufacturer Name	Enter the manufacturer name.	<ul style="list-style-type: none"> • Post-project QA/QC.
Model Number	Enter the model number.	<ul style="list-style-type: none"> • Post-project QA/QC.
Equipment & Material Costs	Enter equipment and material costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Labour Cost	Enter labour costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Design Cost	Enter design costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.

STANDARD VAT FRYER

- ENERGY STAR Gas-Fired Standard Vat Fryer
- ENERGY STAR Electric-Fired Standard Vat Fryer

Field	What to Enter	How Data or Input Provided is Used
Quantity	Quantity of measure being installed.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Specification Sheet	Upload the specification sheet for the measure. Indicate/circle which specific equipment is being used for project.	<ul style="list-style-type: none"> • Confirm measure eligibility • Post-project QA/QC.
ENERGY STAR ID	Enter the seven-digit numerical ID.	<ul style="list-style-type: none"> • Confirm measure eligibility.
Equipment Annual Operating Hours	Enter the estimated hours the measure runs for each year.	<ul style="list-style-type: none"> • Post-project QA/QC.
Manufacturer Name	Enter the manufacturer name.	<ul style="list-style-type: none"> • Post-project QA/QC.
Model Number	Enter the model number.	<ul style="list-style-type: none"> • Post-project QA/QC.
Equipment & Material Costs	Enter equipment and material costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Labour Cost	Enter labour costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Design Cost	Enter design costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.

STEAM COOKER

- ENERGY STAR Gas-Fired Steam Cooker
- ENERGY STAR Electric-Fired Steam Cooker

Field	What to Enter	How Data or Input Provided is Used
Quantity	Quantity of measure being installed.	<ul style="list-style-type: none"> • Used to calculate eligible incentive. • Post-project QA/QC.
Specification Sheet	Upload the specification sheet for the measure. Indicate/circle which specific equipment is being used for the project.	<ul style="list-style-type: none"> • Confirm measure eligibility. • Post-project QA/QC.
ENERGY STAR ID	Enter the seven-digit numerical ID.	<ul style="list-style-type: none"> • Confirm measure eligibility.
Equipment Annual Operating Hours	Enter the estimated hours the measure runs for each year.	<ul style="list-style-type: none"> • Post-project QA/QC.
Manufacturer Name	Enter the manufacturer name.	<ul style="list-style-type: none"> • Post-project QA/QC.
Model Number	Enter the model number.	<ul style="list-style-type: none"> • Post-project QA/QC.
Number of Pans	Enter the number of pans.	<ul style="list-style-type: none"> • Post-project QA/QC.
Equipment & Material Costs	Enter equipment and material costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Labour Cost	Enter labour costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Design Cost	Enter design costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.

OVENS

- ENERGY STAR Gas-Fired Convection Oven
- ENERGY STAR Gas-Fired Combination Oven
- ENERGY STAR Gas-Fired Rack Oven – Single
- ENERGY STAR Gas-Fired Rack Oven – Double
- Gas-Fired Conveyor Oven
- ENERGY STAR Electric-Fired Convection Oven – Full Size
- ENERGY STAR Electric-Fired Convection Oven – Half Size

Field	What to Enter	How Data or Input Provided is Used
Quantity	Quantity of measure being installed.	<ul style="list-style-type: none"> • Used to calculate eligible incentive. • Post-project QA/QC.
ENERGY STAR ID <i>This is not needed for Gas-Fired Conveyor Ovens</i>	Enter the seven-digit numerical ID.	<ul style="list-style-type: none"> • Confirm measure eligibility.
Specification Sheet	Upload the specification sheet for the measure. Indicate/circle which specific equipment is being used for the project.	<ul style="list-style-type: none"> • Confirm measure eligibility. • Post-project QA/QC.
ENERGY STAR ID <i>This is not needed for Gas-Fired Conveyor Ovens</i>	Enter the seven-digit numerical ID.	<ul style="list-style-type: none"> • Confirm measure eligibility.
Equipment Annual Operating Hours	Enter the estimated hours the measure runs for each year.	<ul style="list-style-type: none"> • Post-project QA/QC.
Manufacturer Name	Enter the manufacturer name.	<ul style="list-style-type: none"> • Post-project QA/QC.
Model Number	Enter the model number.	<ul style="list-style-type: none"> • Post-project QA/QC.
Equipment & Material Costs	Enter equipment and material costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Labour Cost	Enter labour costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.
Design Cost	Enter design costs as indicated on the invoice/final quote.	<ul style="list-style-type: none"> • Calculate the eligible incentive. • Post-project QA/QC.

STEP 5: ALL MEASURES

Field	What to Enter	How Data or Input Provided is Used
Cost Quote	<p>Quote or invoice should be itemized to include quantity, brand, model numbers for equipment, applicant name, contractor name, facility address and date (Sample quote provided in the Appendix).</p> <p>Costs should be indicated separately for:</p> <ul style="list-style-type: none"> • Equipment and Material • Labour • Design and Others • Taxes 	<ul style="list-style-type: none"> • Cross-reference against provided costs. • Calculate the eligible incentive. • Post-project QA/QC.
Electricity Bill for Facility	Upload the most recent electricity bill available for the facility.	<ul style="list-style-type: none"> • Ascertain rate class.

POST-PROJECT APPLICATION

Note that for the post-project application, you will be required to confirm that no changes were made from the pre-project application, unless an Application Change Approval Notice was issued by ERA. In terms of documents required, you will need to provide evidence of the following:

- Invoice for Project Costs
- Proof of Payment for Project Costs
- Conditions stated in the Notice of Pre-Approval

Participant may be subject to a QA/QC check and asked for additional documentation to facilitate a site visit.


APPENDIX

SAMPLE INVOICE / FINAL QUOTE

Quotes should be itemized to include quantity, brand, model numbers for equipment, applicant name, contractor name, facility address and date. Costs should be indicated separately for:

- Equipment and Material
- Labour
- Design and Others
- Taxes

A sample quote is provided below:

	Company Address: XXXX	
	Website: XXXX	
	Phone: XXXX	
PROJECT NAME: XXXX		Project Start Date: XXXX
		Project Completion Date: XXXX
Applicant Company: XXXX		Quote #: XXXX
Applicant Name: XXXX		Date: XXXX
Facility Address: XXXX		
Phone: XXXX		
Measure #1		
Fixture Description	LITHONIA CPANL 2X4 40/50/60LM 40K M2	DLC PMS5PPS6
Measure Description	LED 2x4 Recessed Light Fixture - 4,500 – 5,999 Lumen Output	QTY 63
Measure Equipment/Material Costs		\$ 6,538.71
Measure Labour Costs		\$ 13,251.74
Measure Design/Other Costs		\$ -
	Measure Total Costs	\$ 19,790.45
Measure #2		
Motor Description	ILA7080-H Siemens Semiotics 10 hp	
Measure Description	Premium efficient motor –ODP-10 hp	QTY 1
Measure Equipment/Material Costs		\$ 934.10
Measure Labour Costs		\$ 123.11
Measure Design/Other Costs		\$ 50.00
	Measure Total Costs	\$ 1,107.21
Measure #3		
Sensor Description	Occupancy Sensor	
Measure Description	Fixture Mounted Sensor	QTY 305
Measure Equipment/Material Costs		\$ 15,250.00
Measure Labour Costs		\$ -
Measure Design/Other Costs		\$ -
	Measure Total Costs	\$ 15,250.00
Total		
Total Equipment/Material Costs		\$ 22,722.81
Total Labour Costs		\$ 13,374.85
Total Design/Other Costs		\$ 50.00
	Total Project Cost	\$ 36,147.66
	GST	\$ 1,807.38
	Total Cost w/ GST	\$ 37,955.04