



Project Management & Construction Services

I. Title: Austin Energy Rebate Process for Capital Projects

II. Purpose:

The intent of this document is to outline the process for The University of Texas at Austin Campus Planning and Facilities Management staff and paying clients to utilize the City of Austin's [Austin Energy Commercial Rebate Program](#) for UT facilities that are powered by Austin Energy.

The University has outlined clear goals by the President's Sustainability Steering Committee's [Natural Resource Conservation Plan](#) to reduce energy and water consumption by 20% by the year 2020. Following these objectives, the procedure below would be followed by PMCS Project Managers and the Energy and Water Conservation Program to:

- Eligible buildings: Identify if your renovation project is in a building powered by Austin Energy (AE)
- Rebate Qualifications: Determine if the scope of your renovation qualifies for rebates
- Coordination: Actions to take if there are rebates that qualify
- Rebate Check

III. Eligible Buildings:

- Review Appendix A to see list of eligible buildings powered by Austin Energy

Capital Projects

1. Client submits an SR10 or creates an electronic CRIB request.
2. If the service request is submitted by electronic CRIB request, it is automatically entered into FAMIS and assigned an SR number, which is sent automatically to the client. If the service request is submitted on an SR10, the Construction Service Work Control unit enters the SR10 into FAMIS and sends the SR number to the client as confirmation that the SR10 was received.
3. Manager of Project Control and Customer Relations (MPCCR) reviews Service Request with Construction Services staff for routing to the appropriate unit.
4. Manager of Project Control and Customer Relations (MPCCR) will review if the SR is eligible for Austin Energy Rebate (Appendix A) and include this information on the Capital Project Conversion Coversheet.

A CP Notes Attachment will be added to the project with the title "Austin Energy Rebate".



Project Management & Construction Services

CP Attachments

Notes Documents Mail Meridian Options

Title

DESIGN MANAGER COMMENTS

AUSTIN ENERGY REBATE

Text

New... View...

IV. Rebate Qualifications

Once the project scope is confirmed, the project manager will assess qualifications for rebates. The link for most recent Commercial Rebates available for each system is: <http://tinyurl.com/n4cohuc>

1. The Project Manager will maintain notes related to the program and the qualifying rebates, if any.
 - i. When a Project Manager determines that a project does or does not qualify for rebate, they will note "QUALIFIES" or "DOES NOT QUALIFY" at the start of the note comments.

CP Attachments

Notes Documents Mail Meridian Options

Title

DESIGN MANAGER COMMENTS

AUSTIN ENERGY REBATE

Text

QUALIFIES or DOES NOT QUALIFY.
Other relevant comments.

New... View...

- ii. The Project Manager will enter and maintain other notes relevant to the rebate, if any.



V. Coordination

If the CP scope of work qualifies for rebates:

1. PM will connect with Energy and Water Conservation Program staff (Stephanie Perrone) who will coordinate the communications and rebate process with Austin Energy. PMCS staff will support this process by supplying documentation as requested by the client and EWC program staff. **Project Managers will communicate with both EWC program staff and AE staff about the project prior to demolition of existing equipment or prior to construction if need building.**

VI. Rebate Checks

Rebate money received for R&R funded CPs will be returned to the R&R funds for additional energy related projects.

Need to have Austin Energy add the CP in memo line

Rebate money received for client funded CPs will be returned to the client

Client Funded Project: Depositing into a project is not recommended. Instead a projects is a reimbursement or a reduction of expense. Money would go back into the operating account.

Mixed Funded Projects: Money from the rebate would be returned based on the percentage of funding provided to the project that is eligible for the rebate.

R&R Funded Projects: Money from the rebate would be used solely for energy projects in the future. Potential to leave the CP 36 account open in perpetuity. Rebate money would be used first for energy projects before other sources.



Appendix A: Austin Energy Powered Facilities

Service Address	Building	DESCRIPTION
2205 Comal St.	9UT	
2330 N IH 35 SVRD SB	AFP	ATHLETICS FIELD PAVILLION
8701 N MOPAC BLVD	AOC	ATRIUM OFFICE CTR (UT CHARTER SCH)
3501 LAKE AUSTIN BLVD	APT	BRACKENRIDGE OFFICE & WAREHOUSE
2907 LAKE AUSTIN BLVD	BFL	BRACKENRIDGE FIELD LAB
3350-3577 LAKE AUSTIN BLVD	BRK	BRACKENRIDGE APARTMENTS COMPLEX
		BRACKENRIDGE APARTMENTS LAUNDRY
		BRACKENRIDGE APARTMENTS LAUNDRY
		BRACKENRIDGE APARTMENTS LAUNDRY
		BRACKENRIDGE APARTMENTS LAUNDRY
		BRACKENRIDGE APARTMENTS LAUNDRY
2200 E 6TH ST	CCC	THE UNIVERSITY CO-OP CAMPUS CENTER
2209 Comal St.	CDA	COMAL CHILD DEVELOPMENT CTR ANNEX
767 E DEAN KEETON ST	COE	UNIV COOP EAST (CONT LEGAL ED)
2501 LAKE AUSTIN BLVD	COL	COLORADO APARTMENTS
2832 E MARTIN LUTHER KING BLVD	CRL	CREATIVE RESEARCH LABORATORY
505 HUNTLAND DR	CSP	LONGHORN CTR - SCHOOL PARTNERSHIPS
1009 E 11TH ST	DCE	DIVERSITY & COMM. ENGAGEMENT CENTER
2901 N. IH 35 Service Rd. NB	DEV	DEVELOPMENT OFFICE BUILDING
1400 Barbara Jordan Blvd.	DPI	DELL PEDIATRIC RESEARCH INSTITUTE
2907 Lake Austin Blvd.	F20	BIO. SCI. EXP. FIELD LAB.
702 E. Dean Keeton St.	FDH	J. FRANK DOBIE HOUSE
2201 Red River St	fdf	FRANK DENNIS FIELD
1500 E. Martin Luther King Blvd.	FPC	OFPC UT AUSTIN STAFF FIELD OFFICE
1618-1654 W 6TH ST	GAT	GATEWAY APARTMENTS
417 W 17TH ST	GUG	GUADALUPE GARAGE
1717 W 6TH ST	HLP	HARTLAND PLAZA-SCHOOL OF SOCIAL WRK
2815 San Gabriel St.	IC2	2815 SAN GABRIEL (IC2 INSTITUTE)
501 W 51ST ST	ICB	INTRAMURAL CONTROL BLDG.
4705 Guadalupe St.	IMA	INTRAMURAL MAINT BLDG A
4709 GUADALUPE ST	IMB	INTRAMURAL MAINT BLDG B
2400 NUECES ST	INT	INTERNATIONAL OFFICE - 2400 NUECES
2601 RED RIVER ST. UNIT B	IPF	INDOOR PRACTICE FACILITY
5316 HIGHWAY 290 W	IPS	PLAZA 290 (IPSI RENTAL)
506 CRYSTAL CREEK DR	K01	KUT-FM TRANSMITTER BLDG.
507 CRYSTAL CREEK DR	K02	BUNKER A
508 CRYSTAL CREEK DR	K03	BUNKER B



Project Management & Construction Services

509 CRYSTAL CREEK DR	K04	BUNKER C
510 CRYSTAL CREEK DR	K05	STOCK SHED
511 CRYSTAL CREEK DR	K06	PORTABLE METAL BUILDING
512 CRYSTAL CREEK DR	K07	GUARD HOUSE
513 CRYSTAL CREEK DR	K08	CARETAKER HOUSE
514 CRYSTAL CREEK DR	K10	KUT BACKUP GENERATOR BUILDING
515 CRYSTAL CREEK DR	K12	SOUTH MACHINE SHOP BLDG
516 CRYSTAL CREEK DR	K13	COMFORT STATION
517 CRYSTAL CREEK DR	K14	12" REFLECTOR DOME BLDG.
518 CRYSTAL CREEK DR	K15	DBL. 9" REFR. DOME BLDG.
519 CRYSTAL CREEK DR	K16	ROLL-OFF DOME BUILDING
520 CRYSTAL CREEK DR	K17	KUT-FM AUXILIARY TRANSMITTER BLDG.
521 CRYSTAL CREEK DR	K18	HRC FILM INSPECTION BLDG.
4801 LA CROSSE AVE	L01	WILDFLOWER CTR ADMIN & LIBRARY
4801 LA CROSSE AVE	L02	WILDFLOWER CTR AUDITORIUM & GALLERY
4801 LA CROSSE AVE	L03	WILDFLOWER CTR GIFTSHOP
4801 LA CROSSE AVE	L04	WILDFLOWER CTR TOWER & TEA ROOM
4801 LA CROSSE AVE	L05	WILDFLOWER CTR CHILDREN DISCOVERY
4801 LA CROSSE AVE	L06	WILDFLOWER CTR MCDERMOTT LEARNG CTR
4801 LA CROSSE AVE	L07	WILDFLOWER CTR EQUIPMENT BUILDING
4801 LA CROSSE AVE	L08	WILDFLOWER CTR OUTDOOR RESTROOMS
4801 LA CROSSE AVE	L09	WILDFLOWER CTR GREENHOUSE #1
4801 LA CROSSE AVE	L10	WILDFLOWER CTR GREENHOUSE #2
4801 LA CROSSE AVE	L11	WILDFLOWER CTR RESEARCH GREENHOUSE
4801 LA CROSSE AVE	L12	WILDFLOWER CTR GUARD HOUSE
4801 LA CROSSE AVE	L13	WILDFLOWER CTR PUMP HOUSE
4801 LA CROSSE AVE	L14	WILDFLOWER CTR HAZMAT SHED
4801 LA CROSSE AVE	L15	THE INSECTARY
2907 Lake Austin Blvd Unit B	LAC	LAKE AUSTIN CENTRE
3001 Lake Austin Blvd.	LAC	LAKE AUSTIN CENTRE
3005 Lake Austin Blvd.	LAC	LAKE AUSTIN CENTRE
2706 MONTOPOLIS DR	MRC	MONTOPOLIS RESEARCH CENTER
3825 LAKE AUSTIN BLVD	NA1	BOAT TOWN MAIN BUILDING
3825 LAKE AUSTIN BLVD	NA2	BOAT TOWN SHOP BUILDING
3825 LAKE AUSTIN BLVD	NA3	BOAT TOWN DOCK A
3825 LAKE AUSTIN BLVD	NA4	BOAT TOWN DOCK B
3825 LAKE AUSTIN BLVD	NA5	BOAT TOWN REST ROOM BLDG.
3825 LAKE AUSTIN BLVD	NA6	BOAT TOWN FIBERGLASS SHOP
3700 LAKE AUSTIN BLVD	NA7	LAKEVIEW CAFE
715 EXPOSITION BLVD	NA8	SAFEWAY STORE
4201 PARMER LN	PF3	PARK FOREST (BUILDING III)
10100 Burnet Rd.	PRC	PICKLE RESEARCH CENTER
11535 Rawhide Trl.	PRH	DOBIE PAISANO RANCH HOUSE
2222 RIO GRANDE	QTR	QUARTERS BUILDING
300 HEARN STREET	ROW	INTERCOLLEGIATE ROWING BOAT HOUSE
2005 Comal ST Unit A	SBS	RED AND CHARLINE MCCOMBS FIELD



Project Management & Construction Services

2005 Comal St Unit B	SBS	RED AND CHARLINE MCCOMBS FIELD
2109 N IH 35	SOF	TELECOMM.SVC.SATELLITE OPS FACILITY
811 W 24TH ST	TR1	UNIVERSITY TOWERS
715 W 23RD ST	TR2	UNIVERSITY TOWERS PARKING
215 W. 51st St.	TSB	TENNIS SUPPORT BUILDING
107 W. 27th St.	TSG	27TH STREET GARAGE
6207 SHERIDAN AVE	UC3	UNIVERSITY OUTREACH CTR - AUSTIN
2200 E 6TH ST	US1	UNIV. ELEM. SCHOOL ADMIN. BLDG.
2200 E 6TH ST	US2	UNIV ELEM SCHOOL ART & SCI BLDG
2200 E 6TH ST	US3	UNIV. ELEM. SCHOOL PRE-K BLDG.
2200 E 6TH ST	US6	UNIV ELEM SCH SECOND GRADE BLDG
2200 E 6TH ST	US7	UNIV. ELEM. SCH. THIRD GRADE BLDG.
2200 E 6TH ST	US8	UNIV.ELEM.SCH. FOURTH GRADE BLDG.
2200 E 6TH ST	US9	UNIV.ELEM.SCH. FIFTH GRADE BLDG.
2200 E 6TH ST	USA	UNIV. ELEM. SCHOOL ADMIN. BLDG. II
2200 E 6TH ST	USB	UNIV.ELEM.SCH. GYM AUDITORIUM CAFE
2920 San Jacinto Blvd.	USS	UNIVERSITY SIGN SHOP
1616 Guadalupe St.	UTA	UT ADMINISTRATION BUILDING
6301 HAROLD CT	VRX	KVRX TRANSMITTER TWR & CNTRL BLDG
500 E 18TH ST	WAT	ARTHUR P. WATSON HOUSE
3925 W. Braker Ln.	WPR	WEST PICKLE RESEARCH BLDG (PRC 156)
2210 UNIVERSITY CLUB DR	WTC	WELLER TENNIS CENTER