

PG&E Energy Upgrade California® Guidelines for 2-4 Unit Buildings

In addition to requirements and guidelines that apply to single-family detached homes, PG&E has specific requirements for participation of 2-4 Unit (single-family *attached*) buildings in the Energy Upgrade California® Advanced Home Upgrade program pathway.

Customer and Building Eligibility

- Residential buildings with up to 4 attached units are eligible.
- All residential building ownership structures are eligible, including condominiums, townhouses, tenants-in-common, and landlord-tenant properties.
- Mixed-use buildings (i.e., a combination of commercial and residential spaces) are not eligible.
- The building must have either gas or electric service provided by PG&E. In territories where only one fuel is provided by PG&E, incentives are only paid on energy consumption reductions based on the PG&E-supplied fuel.
- Each unit must have its own HVAC system and water heater equipment. Homes with shared HVAC and/or water heating equipment are not eligible.
- Each unit must have separate individual utility meters for each fuel (electricity and gas). Master metered buildings are not eligible.
- All property owners in the building are required to participate in CAS testing. Note—this is different than requiring all households or units to participate in an upgrade.
 - For landlord-tenant properties, the building owner is the active participant/applicant and may choose to upgrade a subset of eligible units as long as each unit undergoes Combustion Appliance Safety (CAS) testing.
 - For condominiums, townhouses, and tenants-in-common, all unit-owners must participate in testing.

Testing and Installation Requirements

Prior to working on the building, all units and common area mechanical rooms must undergo CAS testing as defined by BPI and PG&E's Whole House Combustion Appliance Safety Test Procedure. All failures must either be addressed immediately, prior to the start of any work, or included in the project's scope of work based on the requirements of PG&E's NGAT Action Guidelines and Make Safe Procedure. A 2-4 Unit Building Test Measurements Form containing test results for up to 4 units must be completed and submitted with each participating unit's application and must include the CAS test information for each unit in the building.

At the conclusion of the project, all heating and domestic hot water appliances for all units must be either (1) power vented or closed combustion, (2) moved outside the building shell (including garages and attics), or (3) sealed off from the living space such that there is adequate

combustion air and combustion gases are appropriately exhausted. All units must comply with this requirement but they need not undergo any other upgrades or file an application for an incentive if they are owned by the same person. Units not being upgraded must demonstrate proof that all heating and domestic hot water appliances comply with the program requirements via the 2-4 Unit Building Test Measurements Form. Please refer to the Installation Specifications and Contractor Handbook for additional details on these requirements.

To receive incentives, each participating unit receiving upgrades must be energy-modeled individually using program-approved software. A separate application must be submitted for each participating unit.

Contractor Qualifications

Participating raters and contractors are not automatically eligible to submit 2-4 Unit building projects to PG&E's Energy Upgrade California® Advanced Home Upgrade. They must meet the following additional requirements:

- 1) The rater or contractor's BPI Building Analyst's first potential 2-4 Unit building project test-in (pre-installation) CAS assessment must be observed by a Build It Green field verification professional. This process may include on-site mentoring and training.
- 2) Field observation of the same BPI Building Analyst is also required for the test-out (post-installation) CAS assessment of a participating rater or contractor's first 2-4 unit building project. This process may include on-site mentoring, training and/or field verification.
- 3) If both observations are completed successfully, demonstrating that the participating BPI Building Analyst understands the additional requirements for 2-4 Unit projects (as described in this document and the Program Handbook), then that individual BPI Building Analyst will be allowed to continue to perform testing on additional 2-4 Unit buildings under PG&E's Advanced Home Upgrade program pathway for these building types independently. All 2-4 Unit building projects for any participating rater or contractor must be tested by a BPI Building Analyst who has met these observation requirements.

NOTE: BPI analysts performing the 2-4 unit testing will be observed by Build It Green staff and will be evaluated on their understanding of 2-4 unit building requirements and Advanced Home Upgrade testing requirements for combustion appliance safety and home performance testing.

- 4) Please note that future projects may also be subject to a field verification by a Build It Green Field Verifier as part of our Field Quality Control (FQC) program. To learn more about the this process, visit www.homeupgrade.org/resources/documents and download the Participant Handbook.