

ULT Freezer Replacement Rebate Instructions

Dear Freezer Owners,

Please follow these instructions for the Replacement Rebate:

1. **Reserve rebate:** sign MOU and send to LivingGreen@ucsf.edu; have staff inspect old ULT
2. **Select** only Energy Star-rated ULT freezer. Compare all models [here](#).
3. **Order** through BearBuy and **provide** PO #. Obtain quotes from VWR or your preferred rep.
4. **Ship new ULT** to “Greg Phillips, 616 Forbes Blvd, UCSF Logistics, South San Francisco, CA 94080”. Logistics disposal and delivery costs are not covered.
5. **Recycle** your old ULT. Freezer must be drained, defrosted, and decontaminated before pick up. For more details, see [Oyster Point FAQs](#).
6. **Contact** your Equipment Custodian to complete [EIMR form](#) for inventory removal of old ULT. Refer to [Logistics-DSM Service](#) for more detail.
7. **Specify new** ULT model *and* **old** ULT model and serial #, when submitting labor service request for Logistics delivery and disposal. Send a copy of signed receipt upon service completion.
8. **Submit** Facilities Services work order for seismic bracing, and **include** “*Sustainability Rebate Program*” in subject line.

To receive your rebate:

1. Provide signed MOU and complete old freezer inspection to reserve rebate*
2. Submit documentation of old freezer disposal and new freezer purchase (PO #, vendor's invoice, signed Logistics labor service receipt) for \$4500
3. Complete new freezer inspection with staff
4. Provide Facilities Services Work Order # to confirm seismic bracing compliance for \$1000

Once we receive documents, you will receive your instant rebate to your COA/Speedtype.

Please let me know if you have questions. Thank you for your support of this program.

Warm Regards,

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*Due to funding policies, ULT rebate only available to freezers located in select buildings. [See all eligible buildings](#).

ULT Freezer Replacement Rebate

Memorandum of Understanding (MOU)

Lab agrees to replace their existing ultra-low freezer(s) with an Energy Star-rated freezer within 6 months, and Facilities Services agrees to pay lab incentive once new freezer(s) is/are installed consistent with the following terms:

Freezer Replacement Incentive:

\$4,500 per approved ULT freezer purchased

1. Storage volume of the existing and new freezer must be greater than 16 cubic feet.
2. New unit is installed to replace an old ULT (10+ yrs old, showing signs of failure, maintaining temp set point).
Reason for replacement: _____
3. Facilities Services or Office of Sustainability will provide inspections of old and new freezers.
4. The existing low efficiency freezer will be removed from service and recycled (must provide Logistics services receipt as documentation).
5. Freezer purchaser will be responsible for all costs related to purchasing, installation, and old freezer removal. Evidence of fire code bracing compliance will be submitted to receive additional \$1000 bracing rebate.
6. The Office of Sustainability will apply for the PG&E Energy Star-rated freezer rebate. Lab agrees not to apply to PG&E.
7. Lab will submit freezer Purchase Order (PO) number, vendor's invoice, and signed labor service receipt; freezer rebate will be processed once all documents are received and inspections are completed.
8. Old ULT brand, model, year _____
9. Old ULT serial #, UCSF Asset Tag # _____

Incentives will be paid on first come, first serve basis until funds are expended.

COA/Speedtype for Rebate Payment: _____

Lab PI Name

Lab PI Signature* / Date

*digital or handwritten

Freezer Location (Bldg. & Room)**

Jon Giacomo (AVC of Facilities Services) / Date

**must be located in [eligible location](#)