



Webinar Logistics



Everyone is muted and off camera during webinar



Questions can be submitted via chat

Questions will be answered at the completion of the presentation

Answering all Project Center related questions **ONLY**

No case related questions will be answered

<u>Case related questions should be asked via inquiry</u>



Additional webinar dates

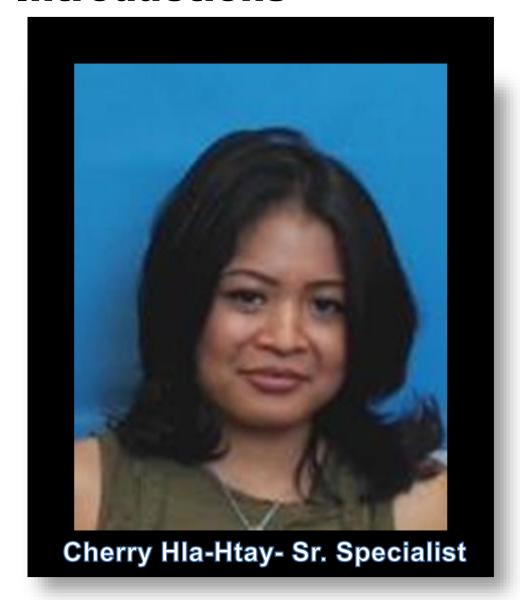
February 16th, 2023 @ 7pm- 9pm February 22nd, 2023 @ 1pm- 3pm



Recording can be found at www.coned.com/es



Introductions





Agenda

- ✓ What is Project Center?
 - What can I do?
 - What I need to know
- ✓ Case Dashboard
- ✓ Case Details
- ✓ E-forms
- ✓ Inquiries
- ✓ Creating a Case
- ✓Q&A

What is Project Center?



Main interface between Con Edison and customer/ contractors for service work



Used for gas and electric service requests, upgrades, gut rehabs, etc.



Any upcoming work must have a case filed in Project Center portal



Best way to reach a Con Edison rep and interact with them about your case



What Can I do in Project Center?



CREATE A CASE



ASK A QUESTION ABOUT AN EXISTING CASE



SEE NEXT STEPS AND TO DO'S ON YOUR CASE



MAKE AN APPOINTMENT (IF CASE IS ELIGIBLE)



UPLOAD REQUIRED DOCUMENTS



CREATE A STREETLIGHT REQUEST (WESTCHESTER ONLY)

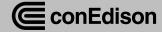


UPLOAD ENERGY EFFICIENCY BENCHMARKING REQUESTS

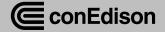


What I Need to Know About New PC

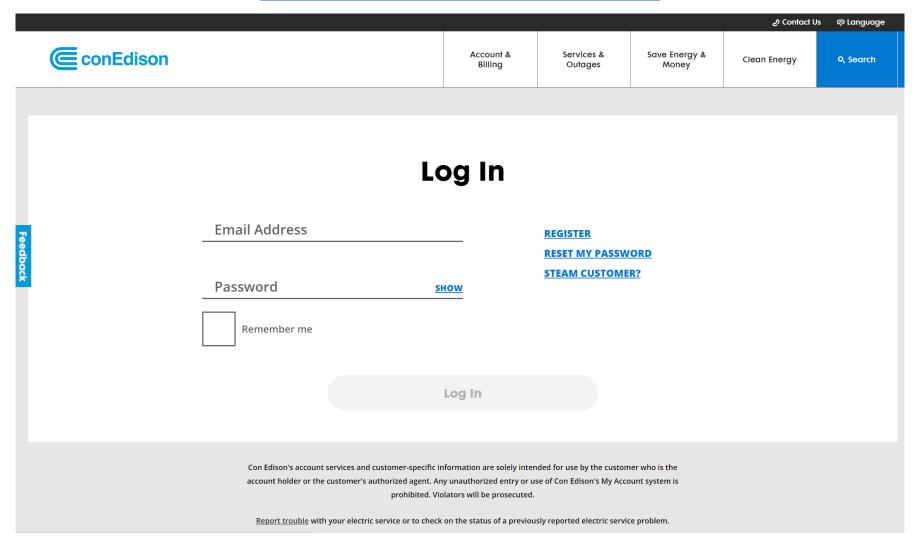
- ✓ New PC to launch in March, 2023
- ✓ Username and password is same as current PC
- ✓ All active cases will be transferred over in same status with same case ID number
- ✓ Any draft cases will not be transferred over
- ✓ All completed/ cancelled case will be transferred over
- ✓ Only primary customer or primary contractor can:
 - Add or make changes to contacts
 - Make appointments
 - Accept/ Decline cost estimates
- Can be used across all devices and browsers
 - Mobile App no longer required



Case Dashboard

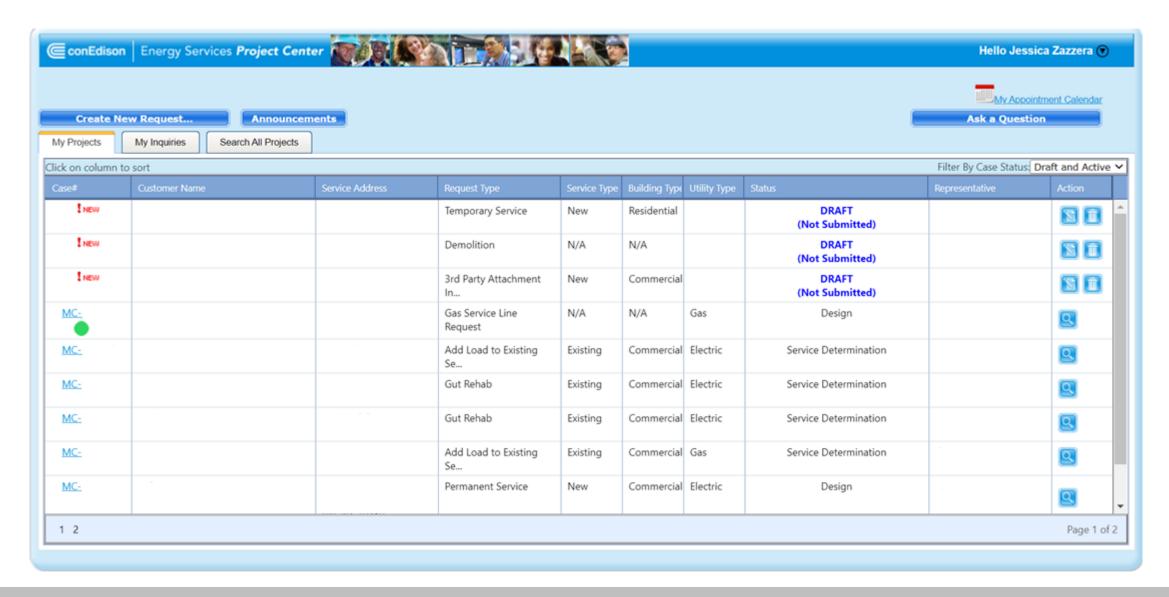


Log on to www.coned.com/es





View Case Dashboard





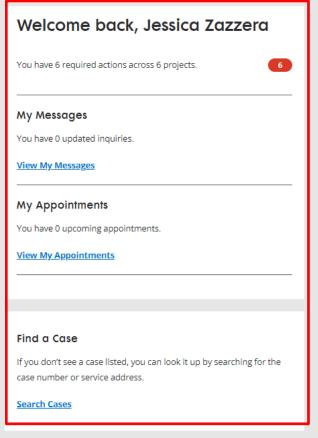


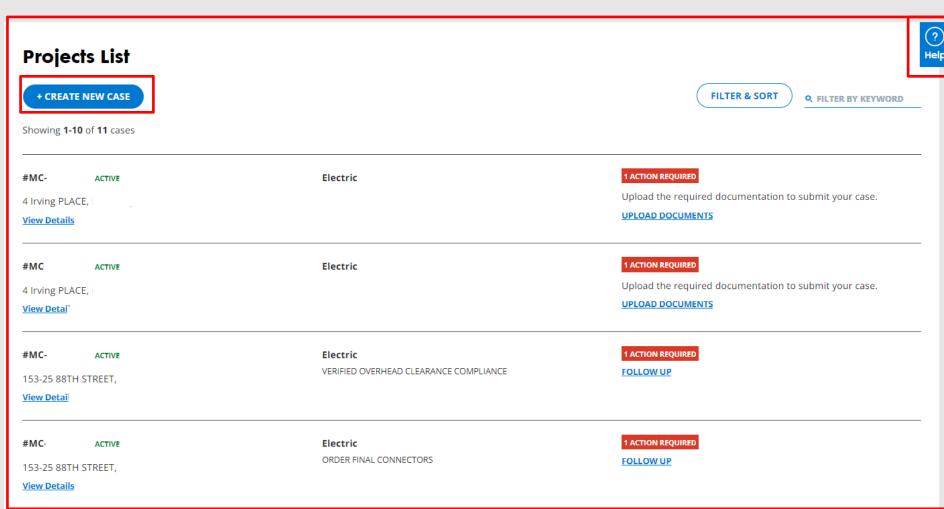
My Projects Message Center

Appointments

& Jessica Zazzera

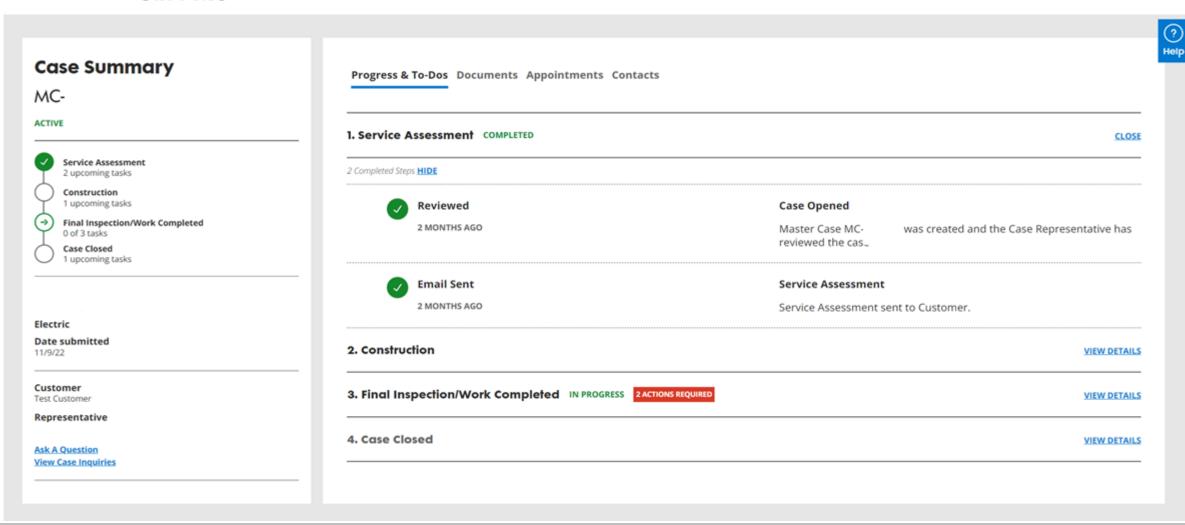
My Projects







My Projects > Case Details



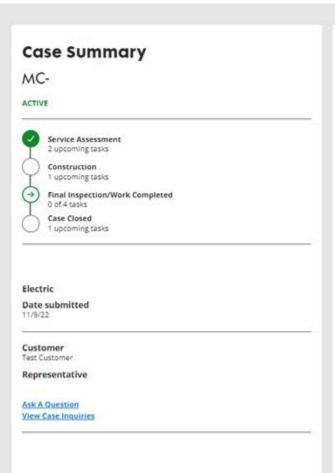


Message Center

Appointments

& Jessica Zazzera

My Projects > Case Details



. Service Assessment COMPLETED	VIEW DETAIL
2. Construction	VIEW DETAIL
3. Final Inspection/Work Completed IN PROGRESS	CTIONS HEQUIRED CLO
Submit Document	Application for Service
2 MONTHS AGO	UPLOAD DOCUMENT
Submit Document	Electric Certificate
2 MONTHS AGO	UPLOAD DOCUMENT
(3) In Progress	Field Crew Work
2 MONTHS AGO	Case Representative to confirm all Field Crew Work is completed.
Requires Scheduling	Final Inspection

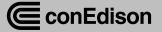


My Projects

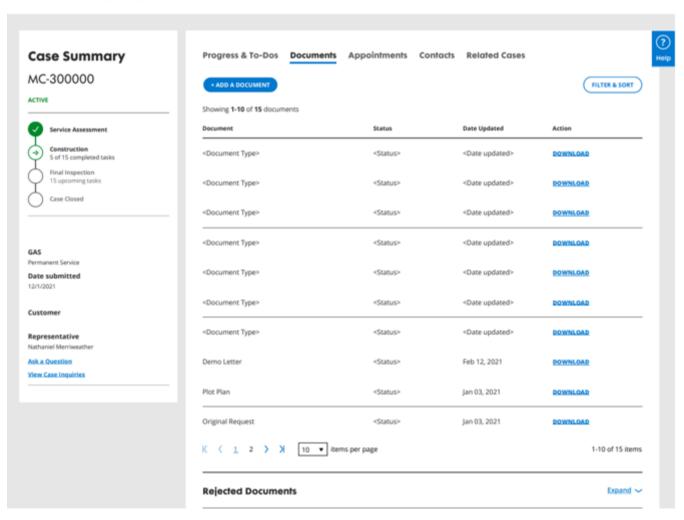
Message Center

Appointments

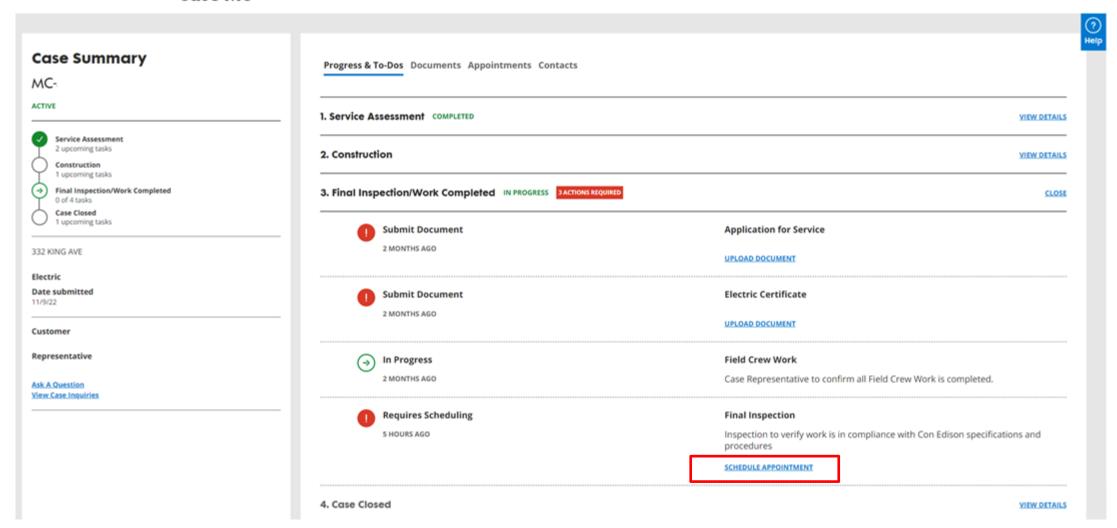
My Projects > Case Details > Document Upload **Add a Document** ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED. Please download and complete the Application for Service. Once you've filled out the required fields, upload it and submit. Application for Service **DOWNLOAD** Accepted file types: PDF (i) Individual file size limit: 10MB **Application for Service** SELECT FILE CANCEL Submit



Documents







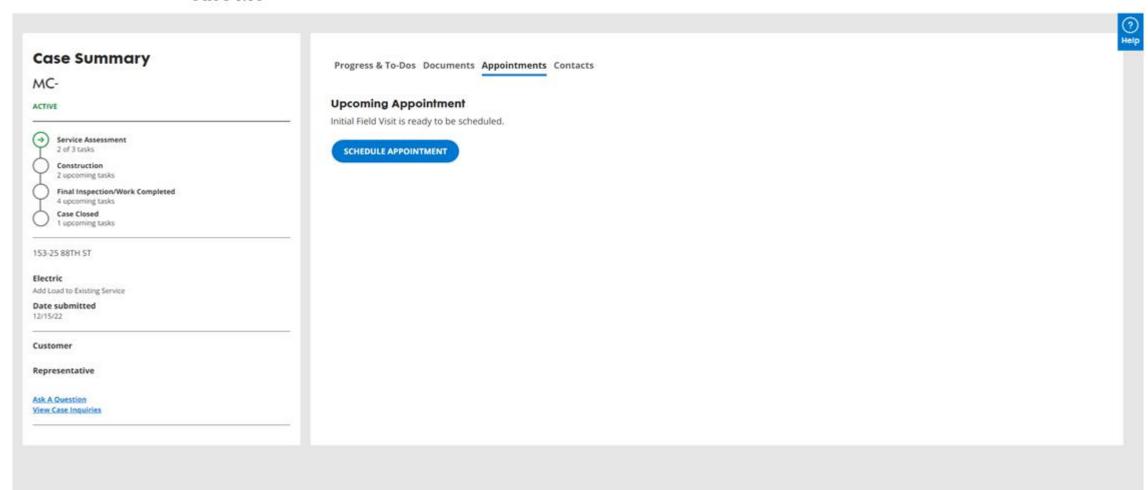


Message Center

Appointments

& Jessica Zazzesa

My Projects > Case Details





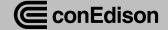
Schedule Appointment

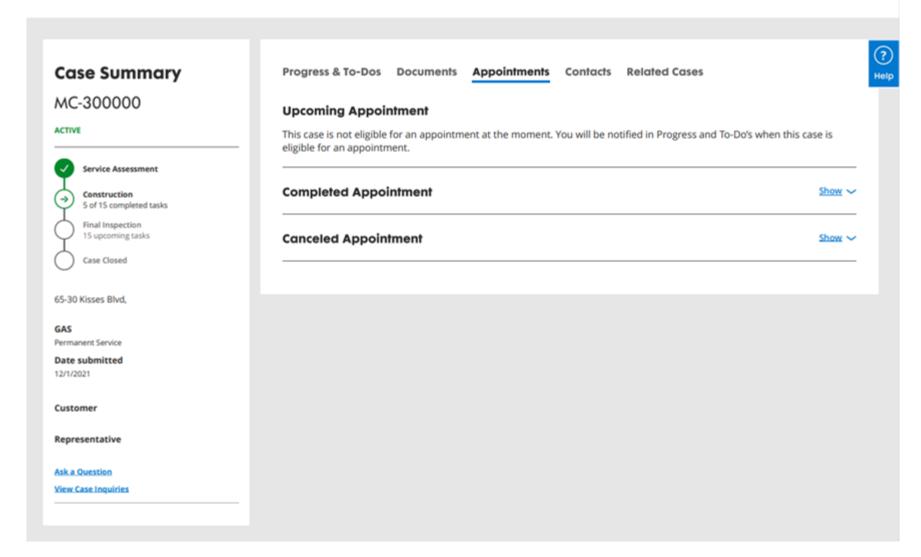
Interim Inspection

ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED

Field Visit to discuss scope of work (Determine POE, Loop verification, Overhead Clearance, possible cost for relocation of Meters / Preferred POE). This form will refresh in 5 minutes with the appointment date and time options that are currently available. Select a date and time for your appointment. Week of Will a licensed contractor be on site? Purpose of Appointment Determine POE Please enter the contact information of the person who will meet the representative on location. Name Phone Number Notes (Optional)

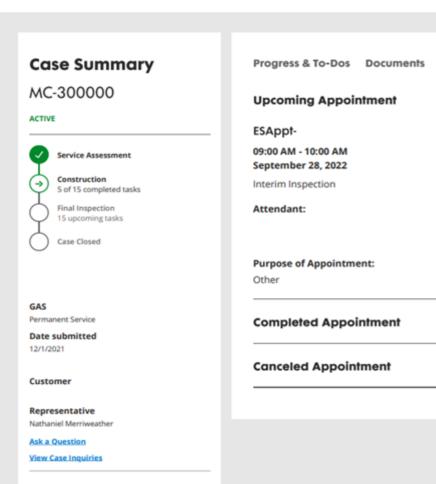
SUBMIT

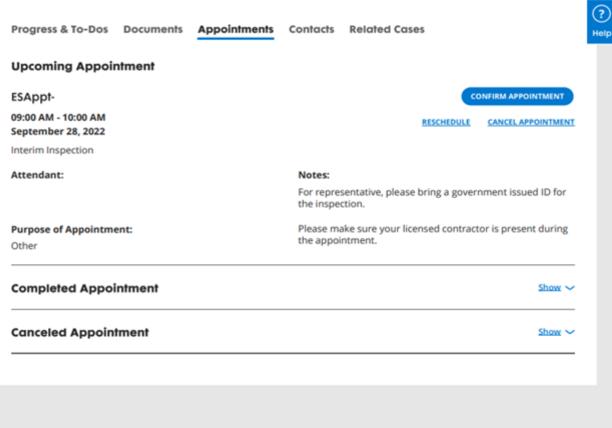




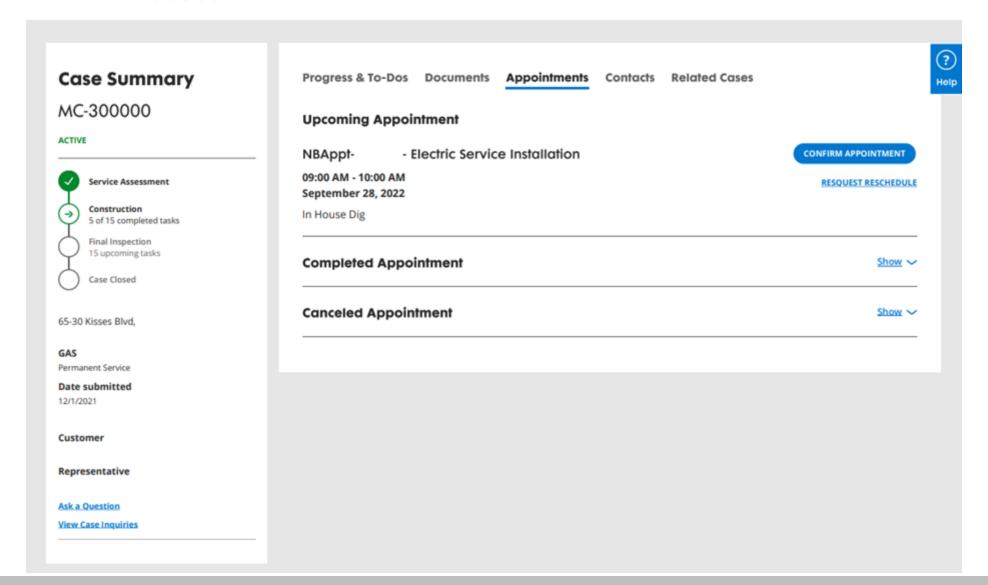


(My Projects / Case Details

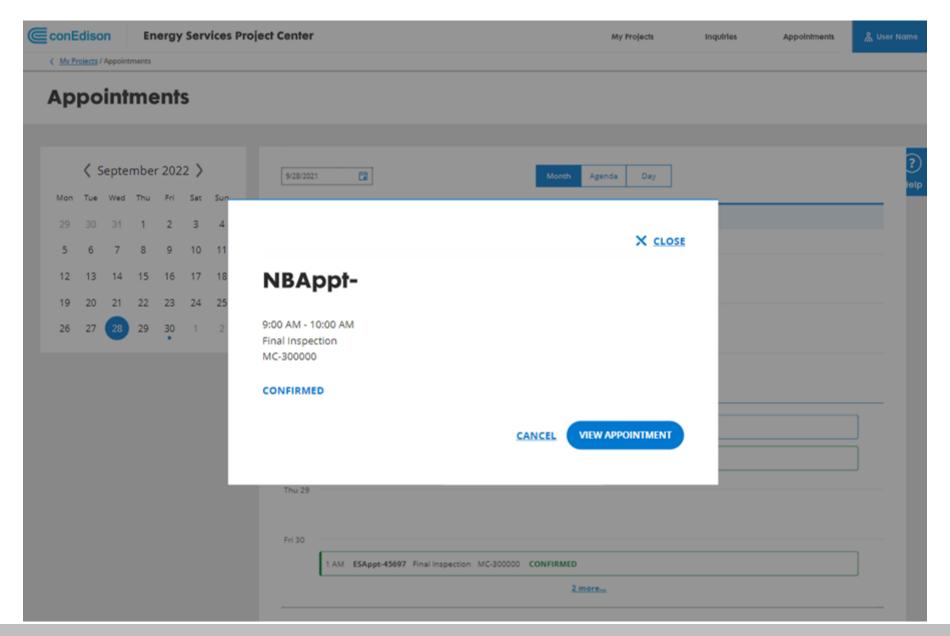












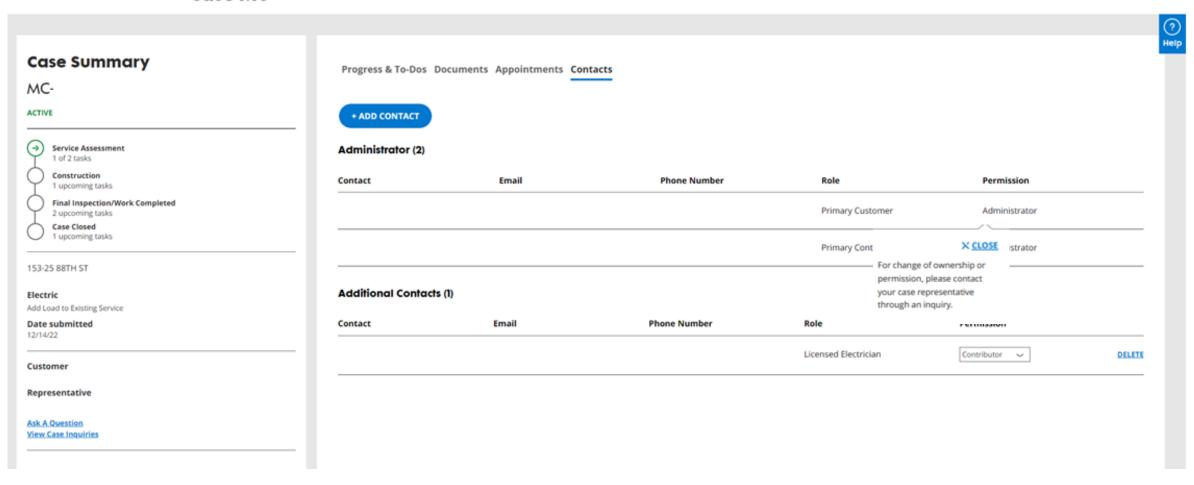


Message Center

Appointments



My Projects > Case Details







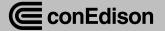
My Projects

Message Center

Appointments

ရှိ Jessica Zazzera

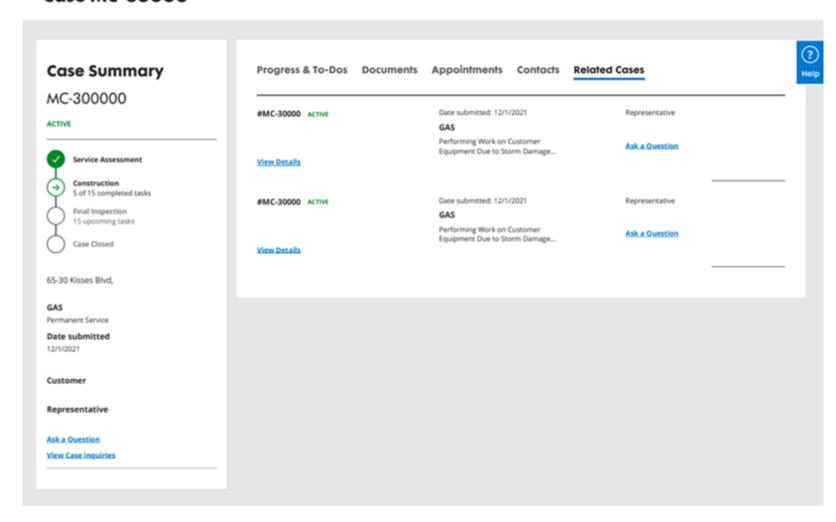
Add a contact ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED. All case contacts must register and log in to Project Center with the provided email address to access case information. First Name Last Name Role Contributor Viewer Primary Phone Number Additional Phone Number (Optional) **Email Address CANCEL** Submit



My Projects > Case Details > Add a Contact

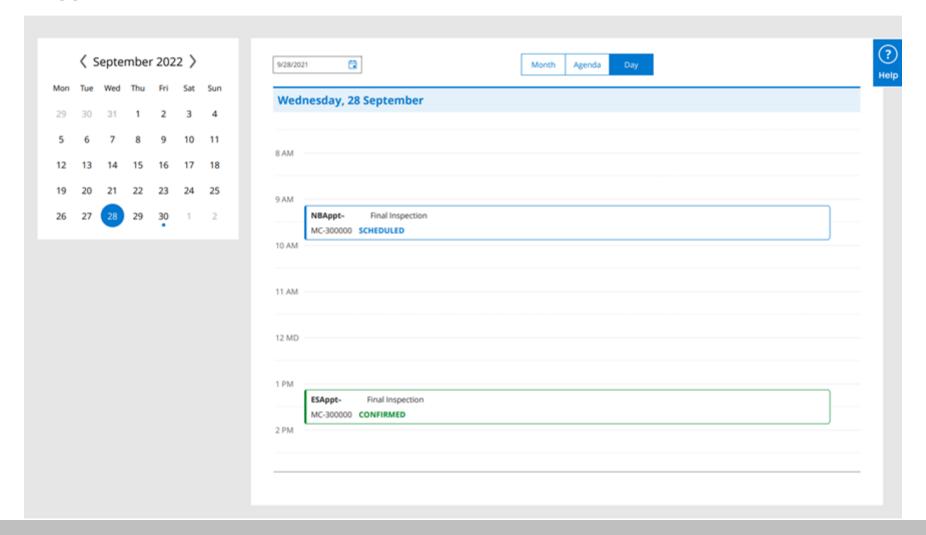
(My Projects / Case Details







Appointments





Electronic Forms (Eforms)

Eforms







Include costs estimates, checklists, inspection forms



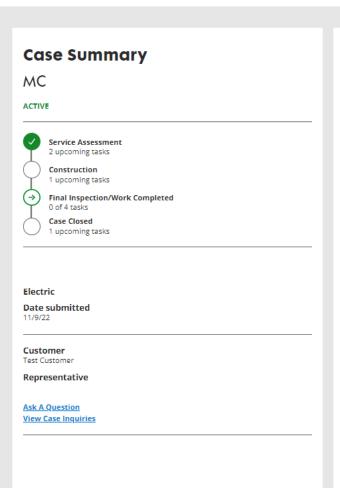
Looks different but same exact questions

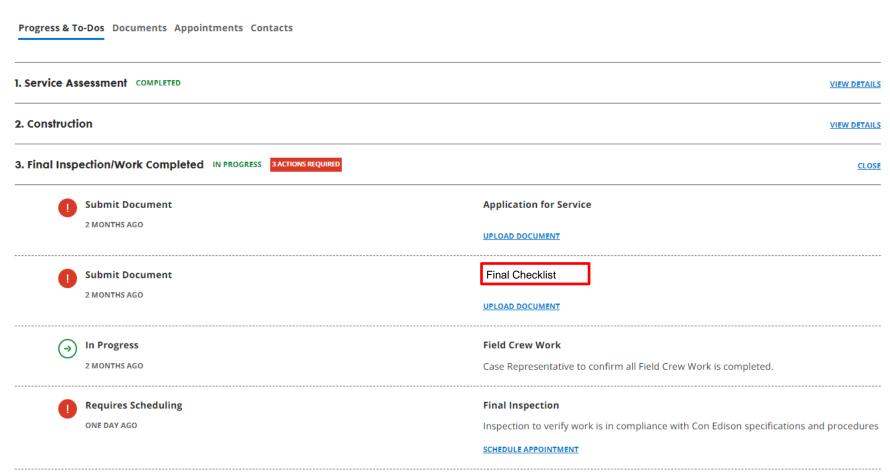


Will save as a pdf in the same format as you are accustomed to seeing



My Projects > Case Details









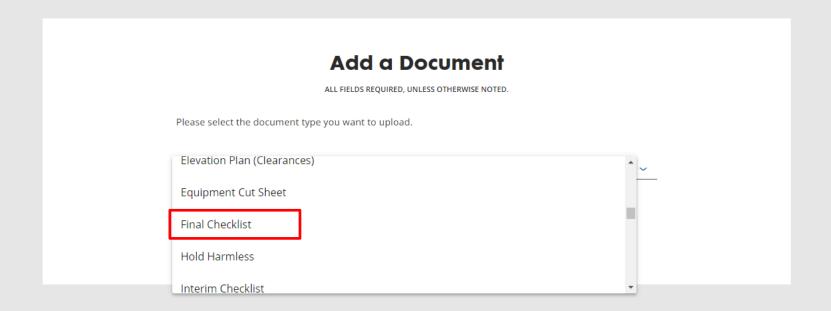
My Projects

Message Center

Appointments

ஃ Jessica Zazzera

My Projects > Case Details > Document Upload





@conEdison	Energy Services Project Center	
(My Projects / Case De	tails / Add a Document	Is the meter pan bonded, installed, and wired to Con Edison specification?
		Yes No N/A
		Yes No N/A lue Book
	Requ	Copper Detail, Crabs and Ring Bus Installed to Specification(s) in accordance with Blue Book
		Yes No N/A
		Customer service/gap cables installed to specification(s) in accordance with the <u>Blue Book</u> ?
	Case Number: MC- Service Area / Borough: Brooklyn Service Address: 4 Irving St	Yes No N/A
	Contractor Name: Test ABC	ok) If there is an existing service, did the contractor make the final connections using approved Con
	Phone: Date Sent: 08/29/2022	Edison connectors in accordance with specification <u>E0-5403</u> ?
	Interim or final inspections wi we receive the Service Layout require a minimum of 30 day: generally completed within 10 work passes the final inspecti	Note: Effective February 2017, a \$109.00 charge for each re-inspection required because the Customer's contractor submitted documentation that its work at the Customer's premises was completed according to Company specifications
	Select a distribution system	and is ready for final inspection by the Company, but the Company on its inspection found the work to be either incomplete or incorrectly performed. Using this checklist can help inspections and avoid delays in service work. We will
		work with you to help ensure that our job(s) go smoothly and are satisfactorily coordinated with our activities.
	Underground	I understand that placing a checkmark in the adjacent check box constitutes my electronic signature, dated as of the date on which I check the box and, that by doing so, I am consenting to use electronic means to sign this document.
	Please indicate "Yes" or "No" ir	
	Meter	CANCEL SUBMIT
	City/Underwriters certificate is issued	If there are provisions for a locking device, has the contractor installed the hardware to accept the
	Yes No N/A	Lock? Yes No N/A



Complete All S	ity or Town / Zip Code) cections That Apply d test ports installed / exist		Authorization No	5/AT
Gas Turn-On reques	ted for the following equipmer	t (Specify below);	Phone:	,
Sontact Informa	RISER LOCATION	GAS END USE (eg. Cooking, Heating, Hot Water, Dryer, etc)	Meter Location	No. of Apts
Location #1				
Location #2				
Location #3				
Location #4				
Location #5				
	Check Appropriate C	orrective Condition	:	
Contractor to (and tested, as equipment (specify			Valve
Contractor to (I have repaired Leak at g	and tested, as equipment (specify	unit or equipment) Pilot Valve		
I have repaired Leak at g Control V	and tested, as equipment (specify	unit or equipment) Pilot Valve Appliance Regulat	Appliance	

All open-ended valves, stubs test connections, purge connections, or any other piping or fittings which could
be left open, have been closed gas tight with a threaded plug or cap. For premises which have meters in

the apartments, the meter valves have been left open, so that the integrity test is complete up to the

In addition, I accept responsibility for the gas-in of any end of use equipment or appliances not.

gassed-in by Con Edison and identified above for turn-on. YES NO (circle one)

(Plumbing Contractor Company Name / Address / Telephone #)

(Plumber's Signature / License # / Date)

YES NO (circle one)

Gas Integrity Test & Turn-On Affidavit — New or Repair Exhibit-A ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED This certifies that the gas piping in the building (downstream of the meter) indicated below has successfully passed a leakage test as prescribed by the local authority having jurisdiction. Building Address / City or Town / Zip Code: 2156 Hughes Ave, Bronx, 10457 Complete all sections that apply: Gas Authorization No. Lockable valves and test ports installed / exist at the base of each riser Gas Turn-On request for the following amount of equipment (Specify below): Contact Information for Immediate Building Access Phone Test & Turn-on Location Location #1 CLOSE **Riser Location** Gas End Use (eg. Cooking, Heating, Hot Water, Dryer, etc) Meter Location Number of Apts. ADD ADDITIONAL LOCATION **Contractor to Check Appropriate Corrective Condition** I have repaired and tested, Leak at gas equipment Specify unit or equipment

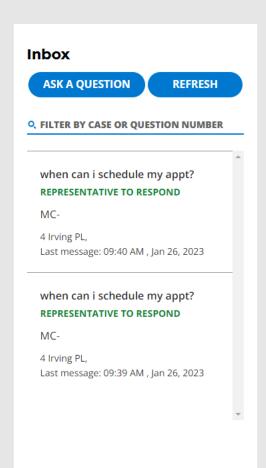
(My Projects / Case Details / Add a Document



Inquiries

My Projects > Message Center

Message Center



Ready to Track Your Progress?

Select inquiries to check and reply to your messages.







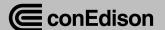
My Projects

Inquiries

Appointments

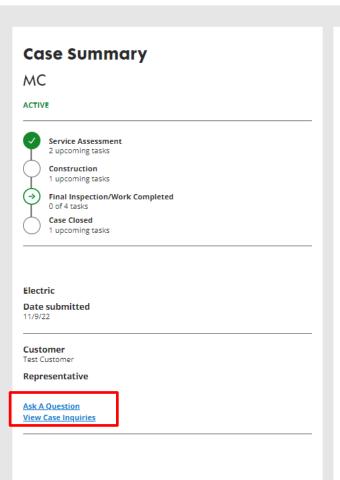
& Jessica Zazzera

My Projects > Message Center > Start a New Inquiry Start a New Inquiry ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED Is your question case related? Please enter the case number so we can route your question to the right member of our team. If you don't know the case number, you can search a case by address. Case Number CONFIRM Case number confirmed. Subject Line appt schedule Message when can i schedule my appt? + ADD A DOCUMENT

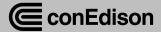


My Projects > Case Details

Case MC-



Service Assessment COMPLETED	VIEW DETA
. Construction	VIEW DETA
Final Inspection/Work Completed IN PROGRESS 3 ACTIONS REQUIRED	CL
Submit Document	Application for Service
2 MONTHS AGO	UPLOAD DOCUMENT
Submit Document	Electric Certificate
2 MONTHS AGO	UPLOAD DOCUMENT
(-) In Progress	Field Crew Work
2 MONTHS AGO	Case Representative to confirm all Field Crew Work is completed.
Requires Scheduling	Final Inspection
ONE DAY AGO	Inspection to verify work is in compliance with Con Edison specifications and procedu



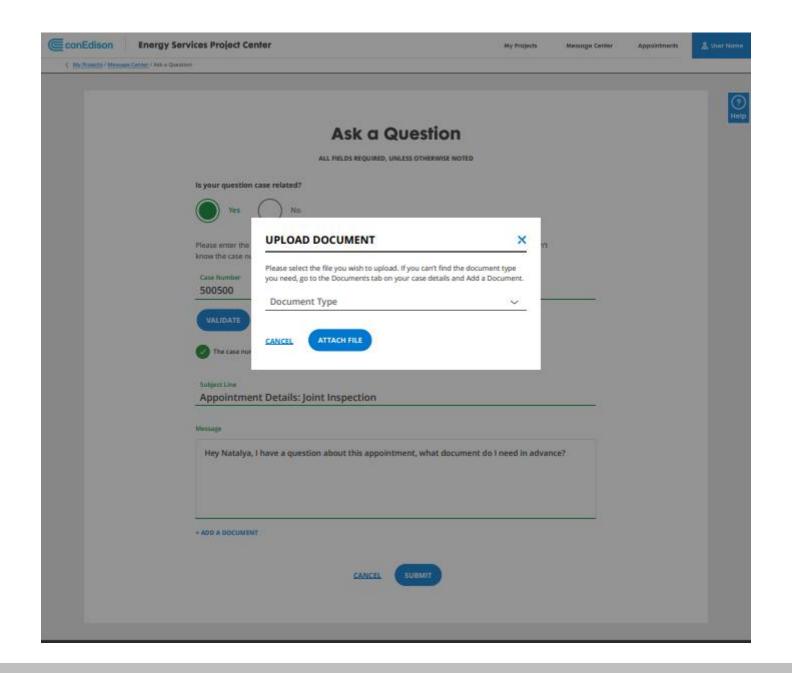
Message Center

Appointments

& Jessica Zazzera

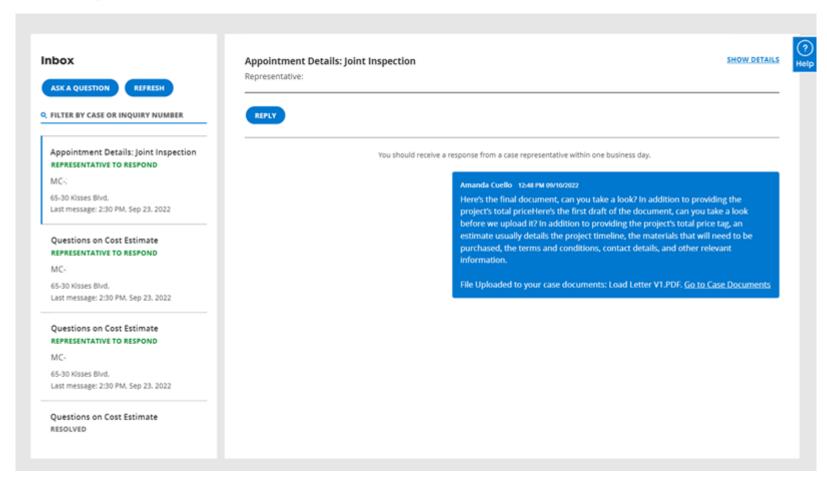
My Projects > Message Center > Start a New Inquiry Start a New Inquiry ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED You are creating an inquiry for the following case: Case Number Not the case you want? Start a New inquiry of another case. Subject Line appt Message test message for my appt request + ADD A DOCUMENT







Message Center







	Ask a Question ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED
Is	s your question case related?
(Yes No
kr	lease enter the case number so we can route your question to the right member of our team. If you don't now the case number, you can <u>search a case by address</u> . Case Number
-	
۷	You are not a contact of this case. You will not able to upload a document and the case contacts will not receive your message. To get added to the case, please contact the case owner.
	Subject Line
	Message
	CANCEL SUBMIT



€ conEdison	Energy Services Project Center	My Projects Message Center Appointments & User Name
〈 My Projects / Mess	age Center / Ask a Question	
		I have a question about how to use Project Center.
	Ask	I want a list of contacts for Energy Services.
	ALL FIELDS REQU	l want to provide feedback.
	Is your question case related? Yes No	Still have questions? It is critical that you provide a service address with an accurate zip code, so your question can be reCon Edison Representative.
	Do you have a non-case related qu	Borough
	I have question about electric or gas related sp • For electric or gas related specifications, drawing Guide to Natural Gas Service Installation (azureed	Building Number
	For electric related specifications, drawing and g	Street Name

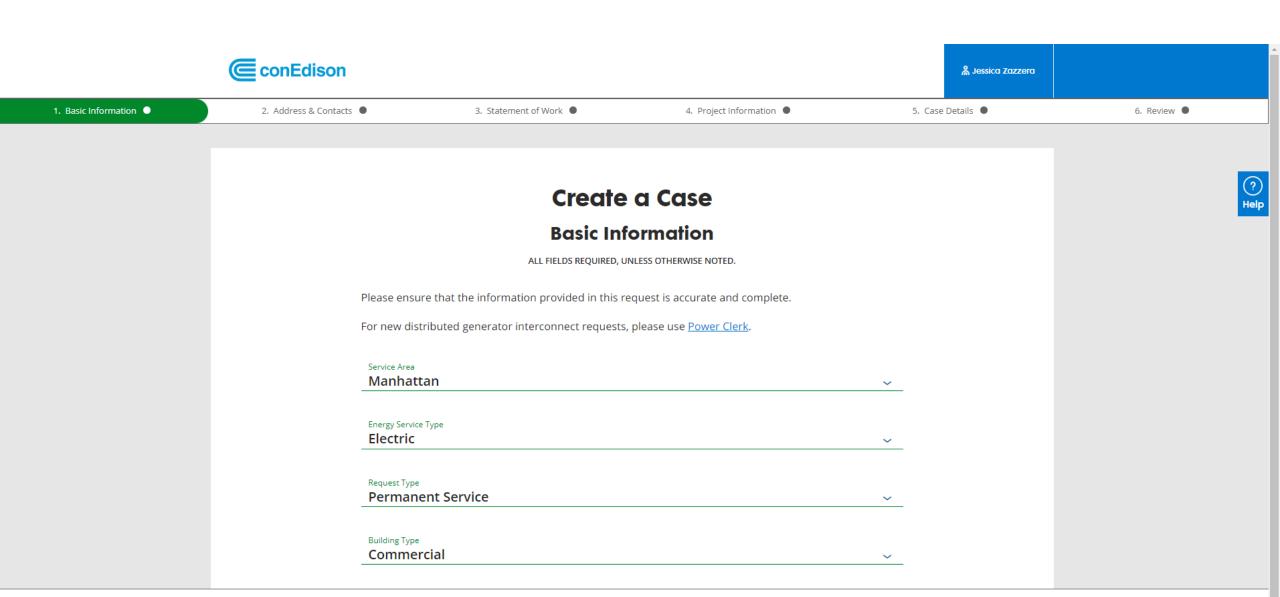
For electric related specifications, drawing and g Electric Installations (azureedge.net)
I have a technical question or Project Center is
I have a question about case related costs.
I have a question about how to use Project Ce
I want a list of contacts for Energy Services.
I want to provide feedback.

I have a question about how to use Project Center.
I want a list of contacts for Energy Services.
l want to provide feedback.
Still have questions?
t is critical that you provide a service address with an accurate zip code, so your question can be routed to the corre Con Edison Representative.
Borough
Building Number
Street Name
State New York
Zip Code
Subject Line
Message
- ADD A DOCUMENT





Case Creation

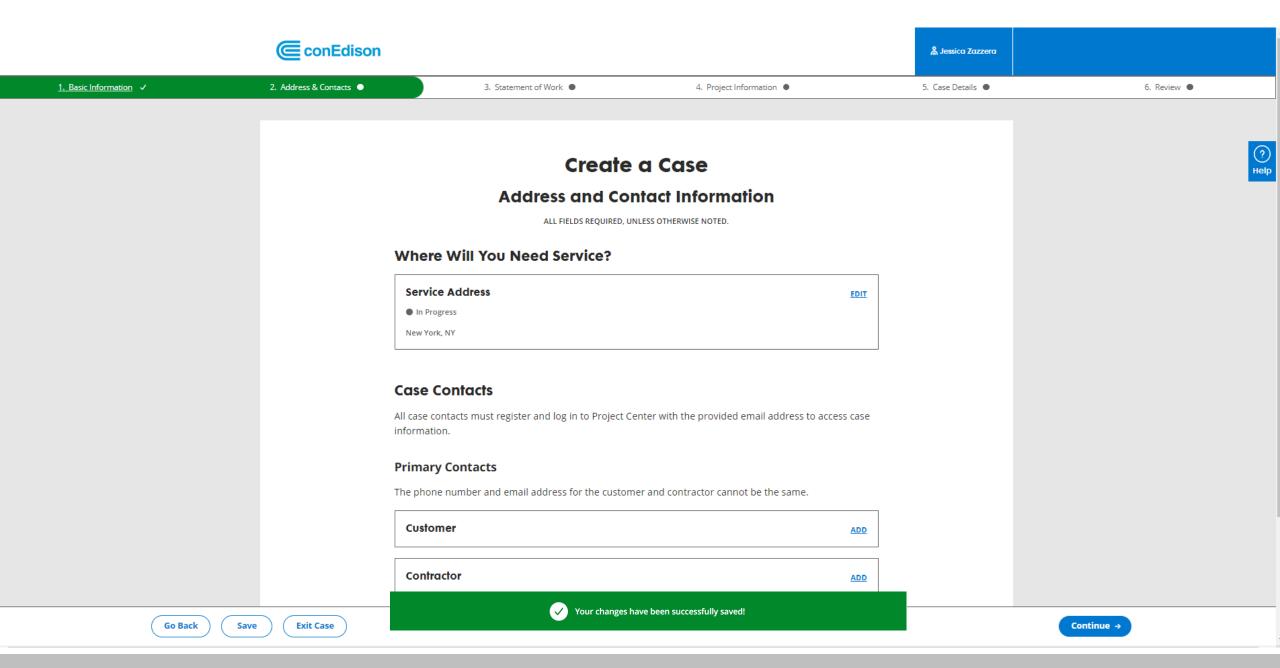


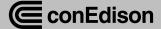


Exit Case

Save

Continue →





Your Con Edison account will be either 11 or 15 numbers.

Case Contacts

All case contacts must register and log in to Project Center with the provided email address to access case information.

Primary Contacts

The phone number and email address for the customer and contractor cannot be the same.

Customer

Contractor

Additional Contacts

Do any additional contacts need access to this case?

+ ADD ADDITIONAL CONTACT

Go Back

Save

Exit Case

Continue →



Submit a Case

Address & Contacts

ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED

Where will you need service?

Service Address © Complete	EDIT
New York, NY 10002	

How would you like us to contact your team?

All case contacts must register and log in to Project Center with the provided email address to access case information. The phone number and email address for Customer and Contractor cannot be the same.

	Customer © Complete	EDIT
	500-100-1000 Ext. 200	
l	500-100-2000	

Customer © Complete	EDIT
Surriginose	
500-100-1000 Ext. 300	
500-100-3000	

Additional Contacts

Any other additional contacts to associate with this request?

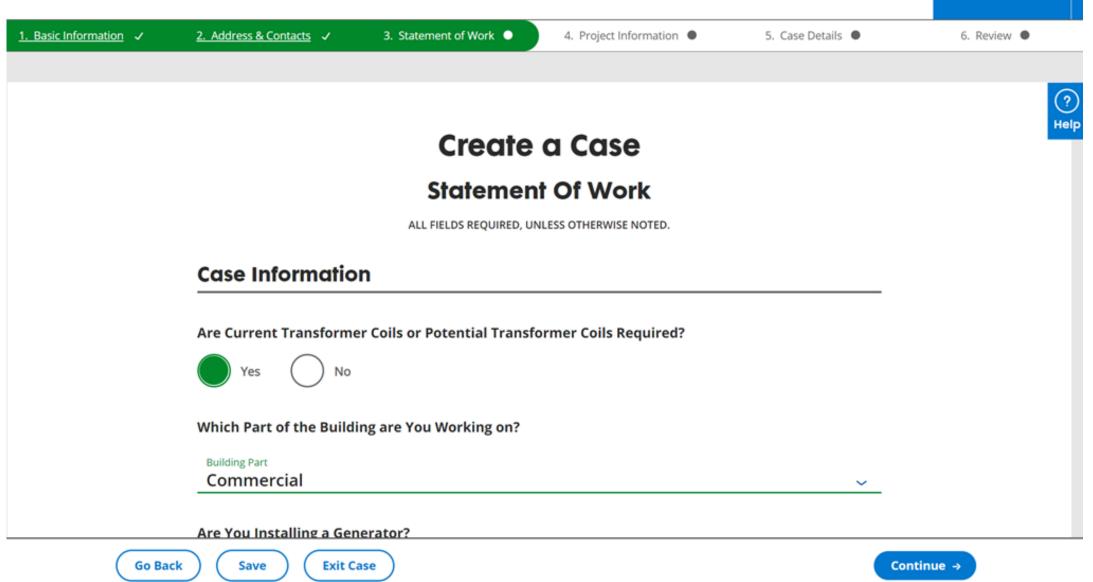


+ ADD ADDITIONAL CONTACT

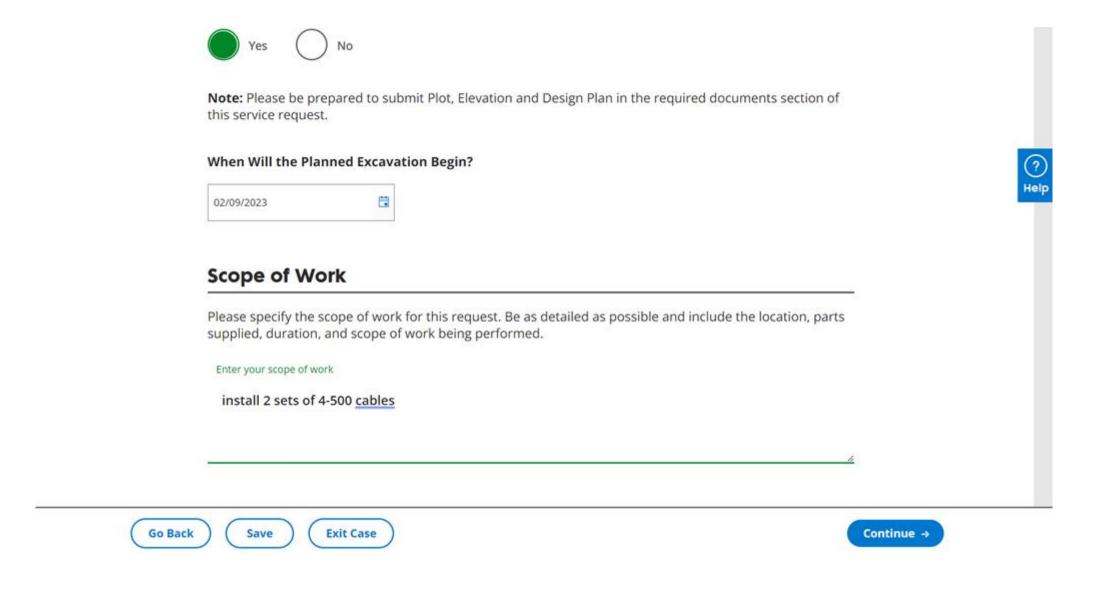




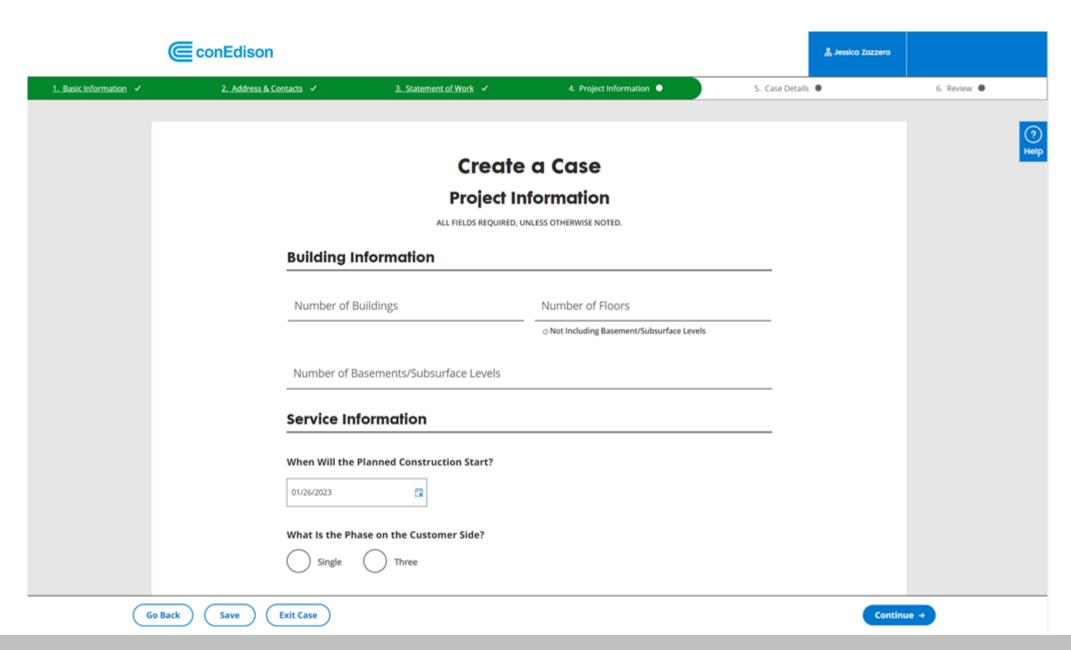


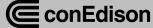












Case Creation

Case Details

ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED

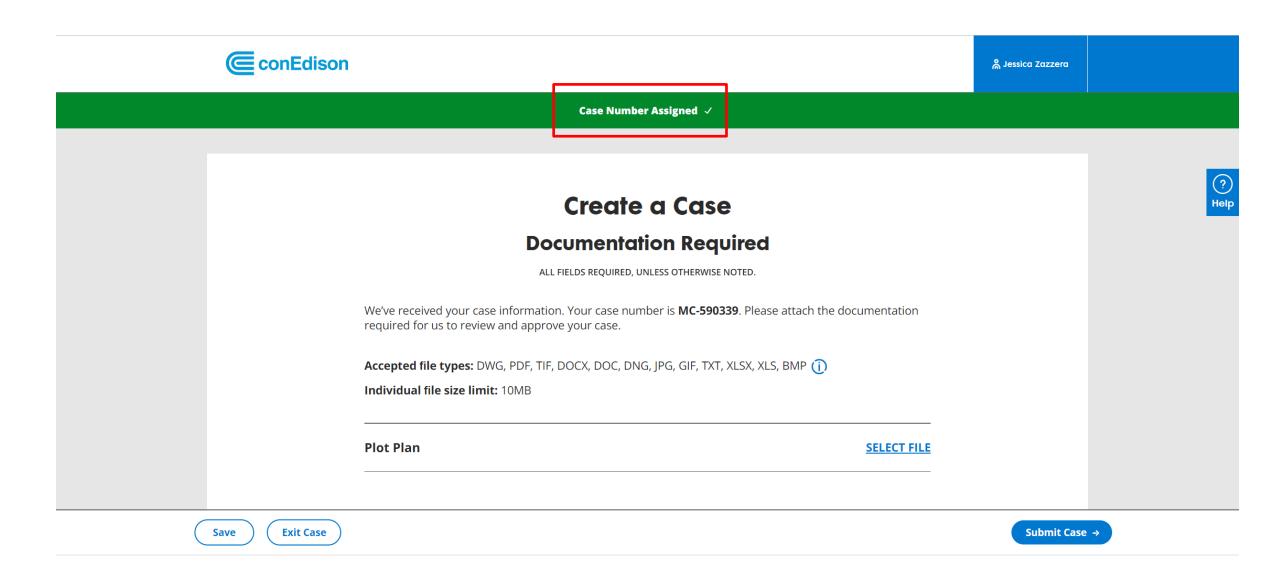
Residential Electric Load In	formation
What area of the residential building ar	e you working on?
Residential Only	
Common Areas Only	
Both	
Residential Units	
Number of New Meters	Gross Sq ft of All Units
Please select the type of apartment and	I enter the number of units for each.
✓ Studio	Number of Studio
✓ 1 Bedroom	Number of 1 Bedroom
2 Bedroom	
3 Bedroom	
Lofts or Luxury Apartments	
Will this building have electric heat?	
Yes No	

Please enter all the residential electric load items for this case. Further details are required once you select each of the load item. You can enter as many load items as you need for this case.

Load Item					
Other	~	Quantity	Amount	Unit	~
Phase	~	Description of th	e Item	Total Amount:	
Residential Load	ltem	2			REMOV
Load Item Computer (PC	~	Quantity	Amount	Unit kW	~
Phase Single	~	Description of th	e Item (Optional)	Total Amount:	
Residential Load	litem	3			REMOV
Residential Load Load Item Lighting	l Item	3 Total Amount		Unik kW	REMOV
Load Item		Total Amount	e Item (Optional)		REMOV
Load Item Lighting Phase	~	Total Amount Description of the	e Item (Optional)	kW Total Amount:	REMOV
Load Item Lighting Phase Single	~	Total Amount Description of the	e Item (Optional)	kW Total Amount:	~

+ ADD ADDITIONAL ITEM









My Projects

Message Center

Appointments

္ကို Jessica Zazzera



We Received Your Case

We'll reach out to you once we've reviewed your submission and let you know if we need any additional information. You can view the status of your request in My Projects.

GO TO MY PROJECTS

Do You Want to File Another Request?

File a new request with the same service address.



My Projects

Welcome back, Jessica Zazzera You have 6 required actions across 6 projects. My Messages You have 0 updated inquiries. View My Messages

My Appointments

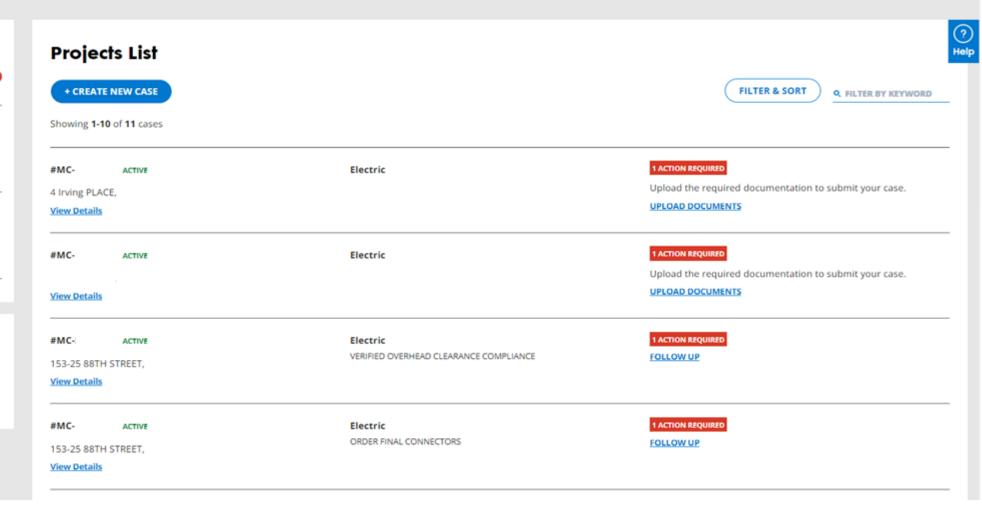
You have 0 upcoming appointments.

View My Appointments

Find a Case

If you don't see a case listed, you can look it up by searching for the case number or service address.

Search Cases









You've Been Logged Out

You can log back in to continue.

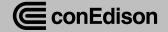
Log In To Project Center

Con Edison Privacy Policy

Accessibility Policy

Terms of Service

© 2016 - 2022 Consolidated Edison Company of New York, Inc. All Rights Reserved.



What Happens Next

- Additional webinars with live chats
 - February 15th 2023, 7pm-9pm (Wednesday)
 - February 22nd 2023, 1pm-3pm (Wednesday)
- Countdown emails with more information
- Reminder email 2-3 days prior
- Post Release Live chat will be available
- Recordings will be available online: <u>www.coned.com/es</u>

March 2023 - GO LIVE!

For More Information

- Visit <u>www.coned.com/es</u> for more updates
- Look out for countdown emails and materials closer to launch date
- Launching in March
- LIVE Chat function week of launch





