

Minimum Requirements for Qualified Service Providers

Energy Assessors

Service providers must meet at least one of the following qualifications to be included in the List of Qualified Service Providers for energy assessments:

1. A registered design professional (either a Professional Engineer or Registered Architect), with at least three years professional experience performing Energy Assessments of equivalent scope on similar types of buildings;
2. A contractor approved by the local utility to perform Energy Assessments of equivalent scope on similar types of buildings as part of the utility's Energy efficiency programs;
3. A contractor approved by the city to perform Energy Assessments of equivalent scope on similar types of buildings as part of the city's Energy efficiency programs;
4. A Certified Energy Manager (CEM) or Certified Energy Auditor (CEA), certified by the Association of Energy Engineers (AEE), with at least three years professional experience performing Energy Assessments of equivalent scope on similar types of buildings;
5. A Building Energy Assessment Professional (BEAP) certified by ASHRAE, with at least three years professional experience performing Energy Assessments of equivalent scope on similar types of buildings; or
6. Other credentials based on review and approval, including:
 - a. EMC Certification from NWEEI with at least three years professional experience performing Energy Assessments of equivalent scope on similar types of buildings
 - b. Energy Management Professional (EMP) Certification from the Energy Management Association (EMA) with at least three years professional experience performing Energy Assessments of equivalent scope on similar types of buildings.

Retrocommissioning Professionals

Service providers must meet at least one of the following qualifications to be included in the List of Qualified Service Providers for retrocommissioning:

1. Licensed Professional Engineer with three or more years of proven commissioning or Retrocommissioning experience with similar buildings; or
2. Hold relevant certification(s) with the AABC Commissioning Group, National Environmental Balancing Bureau, Association of Energy Engineers, Building Commissioning Association, University of Wisconsin or the American Society of Heating, Refrigeration, and Air-Conditioning Engineers as a commissioning authority with three or more years of proven commissioning or Retrocommissioning experience with similar buildings; or
3. An individual or firm with five or more years of proven commissioning or Retrocommissioning experience with similar buildings; or
4. Other credentials based on review and approval.