

Application for Listing on Residential Energy Auditor Database

In anticipation of residential energy efficiency incentives that will require the involvement of Building Performance Institute (BPI) certified building analysts and HERS raters, the SC Energy Office (“Agency”) is assembling a database of qualified service providers (“Providers”). Note that BPI certified building analysts will generally be specified for work in existing homes, while HERS raters are generally specified for certification of new home construction.

This list will be made available to homeowners and others seeking energy audits through any of several financing programs and will also be accessible through the SC Energy Office website. The list is not intended as an endorsement of potential Providers, *nor should it be assumed that individuals or companies that do not appear on the list are not capable of performing this type of work.* The SC Energy Office is not the employer and will not employ or reimburse BPI or HERS professionals who are engaged and reimbursed by homeowners, contractors, or others.

In order to be included in the database, a prospective Provider must complete the attached data form with copies as noted. In order to continue to be listed in the database, potential Providers will be asked to resubmit credentials on an annual basis.

Individuals and businesses employing Providers, whether in the database or not, will be encouraged to request evidence of BPI or HERS certification as well as additional information, including:

- A. A summary of experience relevant to residential energy audits including the number of energy audits actually performed
- B. A summary of current and pending obligations and an estimate of the amount of time available for new residential energy efficiency work
- C. Proof of general and professional liability insurance as well as workers compensation insurance
- D. At least three references who have had similar work performed

Material may be scanned and submitted electronically to tjerman@regstaff.sc.gov or mailed to:
Trish Jerman
Office of Regulatory Staff- Energy Office
1401 Main St. Suite 900
Columbia, S.C. 29201

Additions to the list will be made on a periodic basis thereafter, but credentials may be submitted at any time. Please note that names which appear on the S.C. Sex Offender Registry will not be included on the Residential Energy Efficiency Providers list.

While this list is general in nature and applies statewide, individual local government jurisdictions, utilities or other entities may also seek the services of residential energy efficiency specialists and may have their own requirements. Information regarding such interests will be shared with companies and individuals on the statewide list, and this RFQ may be amended to include such requests. To participate in the City of Charleston’s Charleston SAVES program, please contact info@CharlestonSAVES.com or visit www.CharlestonSAVES.com.

Residential Energy Efficiency Providers Data Sheet

Company Name:

Company Address:

Company Phone number:

Company website if applicable:

Number of employees:

Company Business License number(s) and location(s):

CEO or Primary Contact Name:

CEO or Primary Contact Phone number:

CEO or Primary Contact email:

Please provide as many of the following credentials as are applicable:

BPI Accreditation (number?)
(scan and submit a copy)

BPI Building Analyst certification
(scan and submit a copy)

Other BPI certifications
(scan and submit a copy)

HERS rater certification
(scan and submit a copy)

Other relevant certification(s)
(scan and submit a copy)

Please answer the following questions.

Have there been any judgments, liens or claims filed against the company in the past 5 years?
_____ Yes _____ No (If yes, provide evidence of resolution)

Do you carry general liability insurance? _____ Yes _____ No

Amount:
(Scan and submit a copy)

Do you carry professional liability insurance? _____ Yes _____ No

Amount:
(Scan and submit a copy)

Do you carry Workers Compensation insurance: _____ Yes _____ No _____ No, have fewer than 3 employees

(scan and submit a copy)

For sole practitioners, please answer the following additional question:

Have you ever been convicted of, pled guilty or *nolo contendere* to a criminal offense (other than minor traffic violations) _____ Yes _____ No