

Engineered Solutions Program Trade Ally Application

Thank you for your interest in joining the Atlantic City Electric, Engineered Solutions program. A company must be approved as an Engineered Solutions Trade Ally to submit projects through this program on behalf of Atlantic City Electric customers. To become an approved Trade Ally, please follow the steps below. Companies apply to both Engineered Solutions Tier I and Tier II with a single application submission:

1. Send application to ACE.EnergySavings@TRCCompanies.com with the following attached:
 - ☐ This completed application.
 - ☐ Completed W-9 Form.
 - ☐ New Jersey Division of Revenue Registration (Copy of Business Registration Certificate from the NJ Division of Revenue website for your company https://www1.state.nj.us/TYTR_BRC/jsp/BRCLoginJsp.jsp)
 - ☐ Current Alternate Name form (dba) filed with the state of NJ, if applicable
 - ☐ Certificate(s) of insurance from your insurer. Required insurance policy and coverage listed in the application below, see Trade Ally Participation Agreement for more information.
 - ☐ At least two (2) examples each of an Energy Audit, Design, Construction Administration, Commissioning, and Measurement and Verification report/project completed in the past three (3) years.
 - ☐ Signed Trade Ally Agreement for Engineered Solutions found on the Atlantic City Electric website: <https://homeenergysavings.atlanticcityelectric.com/business/trade-allies>
2. Program Training: If approved, the Trade Ally agrees to requiring at least one person from the Trade Ally's firm to participate in an initial program training session, plus additional training updates as needed. All training requirements for the Engineered Solutions Program may be in addition to other training requirements for Atlantic City Electric administered programs.

If you have any questions, comments, and/or need clarifications regarding this application, please contact ACE.EnergySavings@TRCCompanies.co

Minimum Qualifications	
The Engineered Solutions Tier I and Engineered Solutions Tier II programs require specialized trade allies to provide engineering and technical services. To participate in these programs, companies must meet the minimum qualifications outlined in the table below. These requirements ensure that approved trade allies have the technical expertise, experience, and capabilities necessary to deliver high-quality Energy Audit, Design, Construction Administration, Commissioning, and Measurement and Verification services.	
Energy Audit	• Minimum 3 years of experience in performing ASHRAE Level 2 or 3 audits for large C&I facilities (case studies and references required). • At least 2 audits completed for projects in the last 3 years involving comprehensive scopes of work that address all major energy end uses in a commercial or multifamily building (sample project reports and references required). • Certified Energy Auditing Professionals on staff (such as ASHRAE Building Energy Analysis Professional [BEAP], AEE's Certified Energy Auditor [CEA], or equivalent certifications). Professional Engineers (PEs) or Certified Energy Managers (CEM) with direct experience in energy auditing are also acceptable. • Ability to identify simple replacement and comprehensive energy efficiency measures. • Familiarity with utility technical resource manuals (TRMs), standardized savings calculations, and custom savings calculations (sample calculations required).
Design	• Minimum of 5 years of experience in completing engineering design for comprehensive retrofit projects at large C&I or multifamily facilities (case studies and references required). • At least 2 designs completed in the last 3 years involving comprehensive scopes of work that address all major energy end uses in a commercial or multifamily building (sample project deliverables and references required). • Professional Engineers with direct experience in commercial or multifamily building design on staff. • Demonstrated expertise with building management systems (BMS), HVAC systems, and control systems (sample project deliverables and references required). • Familiarity with designing projects focused on energy savings.
Construction Administration	• Minimum of 3 years of experience in performing on site construction inspections.
Commissioning (Cx)	• Certified Commissioning Professionals on staff (such as ASHRAE Building Commissioning Professional [BCxP], AEE's Certified Building Commissioning Professional [CBCP], AEE's Existing Building Commissioning Professional [EBCP], or equivalent certifications). Professional Engineers (PEs) or Certified Energy Managers (CEM) with direct experience in Cx are also acceptable. • Demonstrated expertise with building management systems (BMS), HVAC systems, and control system optimization (sample project deliverables and references required). • Capability and familiarity with developing and executing a Cx Plan on a comprehensive retrofit project (sample project deliverables required).
Measurement and Verification (M&V)	• Certified Measurement and Verification Professionals on staff (such as AEE's Certified Measurement and Verification Professional [CMVP], or equivalent certifications). Professional Engineers (PEs) or Certified Energy Managers (CEM) with direct experience in M&V are also acceptable. • Minimum 5 years of experience performing measurement and verification on comprehensive large C&I or multifamily projects. • At least 2 projects with M&V completed in the past 3 years (sample project reports and references required). • Demonstrate ability to develop and execute an M&V plan and verify energy savings using International Performance Measurement and Verification Protocols (IPMVP) (sample project deliverables required).

Applicant Information									
Company Name:									
Primary Point of Contact:		Title:		Email:					
Mailing Address:				City:		State:		ZIP:	
Office Phone:				Cell Phone:					
Website:									
Years in Business:		Years under current ownership:				Number of employees:			
Check any that apply:	☐ Minority Owned ☐ Woman Owned ☐ Veteran Owned								
Federal Tax ID #:				☐ Individual/Sole Proprietor ☐ Corporation		☐ Exempt (Tax exempt/non-profit) ☐ Partnership			
How did you hear about the program?									

Company Information	
Business Type	
☐ Architect ☐ Engineering ☐ Energy Consultant ☐ ESCO ☐ Other:	
Please provide a brief company overview and note any other comments about your focused specialties:	

Services and Samples of Work

For each service, please provide two (2) representative project samples completed in the last three (3) years that meet the technical requirements of each program.

- For **Audit**, please provide a final audit report and associated energy savings calculations.
- For **Design**, please provide a set of design drawings, specifications, and basis of design (if applicable).
- For **Construction Administration**, please provide an inspection report.
- For **Commissioning**, please provide a Cx plan and Cx final report.
- For **Measurement and Verification**, please provide a M&V plan and M&V report.

Other documentation may be acceptable. Please reach out to the program manager with any questions prior to submitting.

<If files above are too large to email, please provide download link here. Alternatively, TRC can provide a SharePoint link for you to upload files.>

If you plan to partner or subcontract these services to another company, please describe here:

This program supports various types of customers. Please check which of the following customers your company has experience providing these services for or would like to target in this program.

☐ Municipalities
☐ Universities
☐ Schools

☐ Hospitals
☐ Non- Profits
☐ Multifamily

☐ Commercial
☐ Industrial
☐ Other:

Leads

Do you have any active leads for projects that you plan to submit to the ACE Engineered Solutions Tier I or Tier II programs? If so, please provide details here (include customer name, sector, customer size, potential savings):

Summary of Insurance

Please provide Certificate(s) of Insurance from your insurer listing **ACE**, Program Implementer (**TRC**), and any overlapping utilities where you intend to operate as a condition of participation in this program.

This program requires that the Trade Ally has the following coverage. See Trade Ally Participation Agreement for additional details:

- At least \$1 million in Commercial General Liability Insurance per occurrence and project or per location aggregate
- At least \$1 million in Employer's Liability Insurance each accident for bodily injury by accident, each employee for bodily injury by disease, and policy limit
- At least \$1 million in Auto Insurance per accident
- At least \$4 million in Excess Umbrella Insurance per occurrence and per project or per location aggregate.
- Workers Compensation insurance ("WCI") with statutory limits, as required by the State of New Jersey

Customer References

Provide at least one (1) recent reference for a for each service included in this program (Energy Audit, Design, Commissioning, and Measurement and Verification). If a single reference applies to multiple services, please note this in the description.

Energy Audit	Company Name:		Brief Description of Project (< 150 words):
	Contact Person		
	Phone:		
	Email:		
	Project Type:		
Engineering Design	Company Name:		Brief Description of Project (< 150 words):
	Contact Person		
	Phone:		
	Email:		
	Project Type:		
Commissioning	Company Name:		Brief Description of Project (< 150 words):
	Contact Person		
	Phone:		
	Email:		
	Project Type:		
Measurement & Verification	Company Name:		Brief Description of Project (< 150 words):
	Contact Person		
	Phone:		
	Email:		
	Project Type:		

Key Staff

Please list all key staff who will be supporting ACE Engineered Solutions projects, including name, title, certifications, and years of experience.

Name, Title	Relevant Certifications	Years of Experience

Previous Experience as a Qualified Trade Ally

Please list other utilities or state energy offices where your firm is already approved to provide similar services (for example, other NJ utility programs, NJBPU Pay-for-Performance, Engineered Solutions for other utilities, etc.).

Utility or State Energy Office	Program Name	Scope of Approved Services	Years Active

Interested in Project Financing from Atlantic City Electric?

NEIF is the third-party financing agency for the Atlantic City Electric C&I Energy Efficiency programs. By checking below, you, on behalf of your company, authorize TRC to share information and supporting documentation from this application with NEIF to begin their process of authorizing your company as an NEIF Approved Contractor. This status is required to procure financing for your company's Atlantic City Electric C&I projects. If there are any questions regarding financing, please visit <https://www.neifund.org/atlantic-city-electric-commercial-financing/>.

☐ On behalf of my company, I authorize TRC to share this application and relevant supporting documentation with NEIF.

Agreement and Signature

By submission of this application, the applicant and person signing on behalf of any applicant subscribes and affirms under penalties of law that the statements made in this application for inclusion as an Engineered Solutions Trade Ally have been examined and to the best of his/her/their knowledge and belief are true and correct. The applicant affirms that no person named in this application is subject to disqualification under the terms and guidelines of the state of New Jersey unless herein stated. The applicant understands that by signing this application it consents to any other inquiry to verify or confirm the information herein. The applicant understands that this application for inclusion as an Engineered Solutions Trade Ally does not guarantee that inclusion will be granted but will be used in the determination of eligibility for inclusion. As an Engineered Solutions Trade Ally, you acknowledge you are acting as an independent entity to provide energy efficiency services for customers under the Engineered Solutions program and have not entered into a contractual agreement to provide services or other work for ACE Engineered Solutions, TRC Companies Inc., or any other overlapping utilities.

Authorized Representative (<i>please print</i>)	Title:	Date:
Signature:		