



Carrboro WISE Homes & Buildings Program: Contractor Criteria

The information below presents criteria for contractors to participate in Carrboro's energy efficiency program. The emphasis for initial implementation is on the commercial sector; Carrboro does have limited funds to pursue residential energy efficiency improvements in the first half of 2011. Carrboro anticipates working with Chapel Hill to develop more detailed residential sector criteria later in 2011. These criteria may be modified as the program develops. Interest in being prequalified and questions should be addressed to Clean Energy Solutions through Nora Barger (Energy Efficiency Coordinator, 301 West Main Street, Carrboro, NC 27510, (o) 919.918.7334, nbarger@cleanenergysol.com)

COMMERCIAL SECTOR

Commercial Energy Audits

Southern Energy Management (SEM) will conduct initial energy audits. SEM has been chosen because:

1. From a programmatic standpoint, a single energy auditor will provide an even basis for comparison, on which further work can be bid
2. SEM is one of the most well respected local energy efficiency and renewable energy firms, as recommended by Advanced Energy Corporation, a recognized statewide leader.
3. SEM has deep experience in the EE and RE fields
4. SEM is BPI certified, has ample bonding and insurance ability, and can subcontract and manage any relevant work (HVAC, lighting roofing, equipment, etc)
5. SEM is very familiar with utility incentive programs and has the ability to provide all relevant documentation to ensure maximum incentive dollars get to loan recipients

Loan applicants are responsible for the upfront cost of the energy audit but can roll this cost into the total amount applied for from the Town. Other firms may be qualified to complete audits in the future.

Commercial Contractor Criteria

After the audit, loan recipients will work with SEM, or another auditor if qualified through the program, to complete retrofits as well.

Loan recipients also have the option to work with other contractors, but we require that the selected contractor meet the following criteria:

1. For auditing, experience and ability to provide Level II ASHRAE Assessments or equivalent assessments
2. BPI certified
3. Licensed in NC
4. Relevant references available. Suggested references include
 - a. A satisfactory Dun and Bradstreet Rating, or
 - b. Membership in the Better Business Bureau, or
 - c. A satisfactory banking reference;



- d. A minimum of three current satisfactory professional/trade references, such as suppliers of materials, tools, credit;
 - e. A minimum of three satisfactory references from customer served within the past 6 months;
 - f. Confirmation that the firm has been in business for at least three years;
 - g. Confirmation that the principals in the business have a satisfactory individual credit score with no outstanding liens, judgments or a bankruptcy within the last seven (7) years, and
 - h. Confirmation that the principals have a net worth of at least \$50,000, verified by an audited financial statement or the last two year's tax returns
5. Able to act as general contractor if subs are needed
6. Acceptable surety, bid, and performance bonding (\$50K minimum suggested)
7. Acceptable insurance, including general liability and workers compensation. Suggested insurance guidelines include:
- a. \$1,000,000 in respect of claims arising out of personal injury or sickness or death of any one person, \$1,000,000 in respect of claims arising out of personal injury, sickness or death in any one accident or disaster, and \$1,000,000 in respect of claims arising out of property damage in any one accident or disaster; and
 - b. Commercial automobile liability insurance in respect of motor vehicles owned, licensed or hired by the Contractor and the Subcontractors for bodily injury liability, including death and property damage, incurred in connection with the performance of work in the Program, with minimum limits of \$500,000 in respect of claims arising out of personal injury, sickness, or death of any one person, \$1,000,000 in respect of claims arising out of personal injury, sickness or death in any one accident or disaster; and \$500,000 in respect of claims arising out of property damage in any one accident or disaster; and
 - c. Workers' Compensation Policy covering the obligations of the Contractor as required under the provisions of the Workers' Compensation Law, Employers Liability, and Disability Benefits.
8. Davis Bacon compliant to ensure fair wages are paid to workforce.

