

Energy Efficiency Service Provider Application

Effective January 1, 2023

The ComEd® Energy Efficiency Program relies on Service Providers—contractors, distributors and engineering and design firms—to help raise awareness of the energy efficiency program. Participating Service Providers work with ComEd customers to identify and implement energy efficiency improvements and receive program incentives, discounts and rebates. If you're in the business of helping ComEd customers save energy, you should be a participating Energy Efficiency Service Provider (EESP).

Instructions

Please complete and submit this application and applicable document(s) to the email address below—there is a 10MB file size limit; submit multiple emails if necessary. **Reference the checklist on page 10 to ensure you complete all required information.** The ComEd Energy Efficiency Program team will review all applications, verify the information provided and contact the references listed. We will contact you with additional questions and let you know when you have been accepted. We look forward to welcoming you to the EESP network!

If you are a ComEd Incubator graduate, check this box.

Send your completed application to: JoinEESPNetwork@ComEd.com

Benefits For All EESPs

- » Free EESP Network membership
- » Invitations to training
- » Company name in directory
- » Network newsletters
- » Access marketing materials (separate from co-branded)
- » Eligible for an EESP Award

EESPs May Be Eligible For

- » Program Year tagline
- » Co-branded Identifier Cards
- » Offering Advisor or Mentor
- » Project spotlight

Program Offerings

Express your interest in becoming an EESP by submitting this application. Offerings may have additional application requirements and may request additional information during application review.

Select the offering(s) you are interested in below.

Custom	New Construction - C&I
Home Energy Savings	New Construction - Residential
Industrial Systems	Retro-Commissioning (RCx)
Midstream - C&I (Instant Discounts)	Small Business
Midstream - Residential (HVAC)	Standard
Multi-Family Energy Savings	

Questions? Email JoinEESPNetwork@ComEd.com

1. Tell us some basic information about your company.

Company Name

Enter any other name your company has operated under in the past

Enter any additional names your company does business as

Company Address

City State Zip Code

Mailing Address (if different from company address)

City State Zip Code

Company Website

Primary Contact Name Primary Contact Title

Phone Number Email

Primary Contact Address (if different from company address)

City State Zip Code

Promotional Contact Information

I understand that if my company is accepted as an Energy Efficiency Service Provider, the promotional contact information (or company information if no information is listed in this section) will be listed in an online directory. I also understand that this information will be utilized by ComEd to contact me, including using an auto dialer and/or pre recorded message to call the phone number listed.

Enter promotional contact information, if different from above:

Company Contact Name

Company Address

City State Zip Code

Phone Number Email

Is your company currently conducting business in the ComEd service territory? Yes No

Select your primary business type and complete additional questions (if applicable):

Architect		
Consultant		
Contractor General Contractor		
Does your company offer any maintenance and/or service contracts?		Yes No
Describe any maintenance and/or service contracts offered by your company.		
Design Firm		
Distributor	Manufacturer's Representative	Manufacturer
Energy Services Company (ESCO)		
Engineering Firm		
Industrial Services		
Real Estate Developer		
Real Estate Owner		
Rebate Aggregator		
Other:		

Select all equipment/services provided within the past year (check all that apply):

Agricultural Equipment	Building Automation or Energy Management Systems
Commercial Kitchen	Commercial Refrigeration
Compressed Air	Distributor
Electrical (please choose Lighting if lighting is primary business offering)	Lighting (if lighting is primary business offering)
Energy Assessments/Audits	Fire Protection/Sprinklers
Geothermal	Glazing/Windows
HVAC/Mechanical	Industrial Refrigeration
Insulation	Monitoring-based Commissioning
New Construction	Plumbing
Process Cooling	Retro-commissioning
Roofing	Smart Controls - Lighting, HVAC
Variable Speed Drives (VSDs)	Weatherization
Other:	

Select the territories you work in. View a map at [ComEd.com/FindAServiceProvider](https://www.comed.com/FindAServiceProvider)

Chicago	Northern	Northwestern & Western	Southern
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Do you use sub-contractors for installation work? Yes No

If yes, please list the main subcontractors you use.

2. Enter the licenses and certifications your company holds.

Prior to any incentive or rebate payout, the ComEd Energy Efficiency Program is responsible for verifying that an Energy Efficiency Service Provider or installing contractor is certified, and recertified by the ICC by June 1st each year, for the installation of applicable measures. This does not apply to customers who choose to self-install the applicable measure(s). Information concerning ICC certification and recertification requirements, instructions and rules can be found at: [ICC EE Installer Certification](#).

The ComEd Energy Efficiency Program is required to verify that a contractor is certified by the Illinois Commerce Commission (ICC) for the installation of an energy efficiency measure that:

1. Requires an electrical connection that is not NEC Class 2, and
2. Where the incentive per measure is greater than \$300 prior to any incentive or rebate payout.

I acknowledge that pursuant to Section 16-128B of the Illinois Public Utilities Act, ComEd cannot issue certain incentives or rebates unless it is provided with:

1. Certification that measures were self-installed by the ComEd customer, or
2. Evidence that applicable measures were installed by an installer certified with the Illinois Commerce Commission.

Are you an [ICC Energy Efficiency Measure Installer](#)? Yes No N/A

What is your ICC Docket Number?

Is your company in good standing with the Illinois Secretary of State? Yes No

Does your company hold any of the following certifications? Or is your company in the process of becoming certified as any of the following?

Hold Certification	In Process of Becoming Certified	Certification
		Diverse Business Enterprise
		Minority Owned Business
		Veteran Owned Small Business
		Woman Owned Business
		Other:
		Union
		City of Chicago Licensed Contractor
		City of Chicago Public Building Commission Pre-Qualified Contractor
		City of Chicago Public Schools Pre-Qualified Contractor
		Other:

3. Tell us about your experience and how many projects you think you'll do.

If your company is currently participating as an EESP with the ComEd Energy Efficiency Program, list the approximate number of projects, transactions or rebates your company has completed with each offering in the past calendar year in column one.

Use column two to enter how many projects* you estimate your company will complete for each offering per year if you are accepted as an EESP.

Quantity of Projects Completed Last Year	Estimated Quantity of Projects to be Completed This Year	Offering
		Custom
		Home Energy Savings
		Industrial Systems
		Midstream - C&I (Instant Discounts)
		Midstream - Residential (HVAC)
		Multi-Family Energy Savings
		New Construction - C&I
		New Construction - Residential
		Retro-Commissioning (RCx)
		Small Business
		Standard

*A "project" is an eligible, fully-installed, and final-documented submission to the Offering for work completed at an eligible customer location.

4. Provide your references.

Provide three (3) references to demonstrate your activity with the ComEd territory, customer segments, and equipment you install. The project references you submit do not need to be ComEd Energy Efficiency Program projects, however, they should be relevant to the offering(s) you are applying to. Also, please list contacts for each reference who are familiar with the project.

Reference 1

Business/Organization Name (if applicable)

Contact Name

Contact Title

Contact Phone Number

Contact Email

Contact Address

City

State

Zip Code

What equipment was installed?

What was the facility type?

Building envelope	Agricultural
Commercial kitchen equipment	Commercial real estate building
Compressed air	Hotel/motel
Domestic hot water equipment	Industrial
HVAC	Manufacturing
HVAC control systems	Medical
Lighting	Multi-family
Lighting control systems	New-construction
Refrigeration	Non-profit
Software as a service (SaaS)	Office
Software integration	Public Sector
Other:	Religious institution
	Residential
	Restaurant
	Retail
	Warehouse
	Other:

Building size (square footage, number of employees, energy, consumption, etc.)

Project completion date

Applicant's role

Project costs (in total without incentives)

Total utility incentive applied

Description of project

Reference 2

Business/Organization Name (if applicable)

Contact Name

Contact Title

Contact Phone Number

Contact Email

Contact Address

City

State

Zip Code

What equipment was installed?

Building envelope	Agricultural
Commercial kitchen equipment	Commercial real estate building
Compressed air	Hotel/motel
Domestic hot water equipment	Industrial
HVAC	Manufacturing
HVAC control systems	Medical
Lighting	Multi-family
Lighting control systems	New-construction
Refrigeration	Non-profit
Software as a service (SaaS)	Office
Software integration	Public Sector
Other:	Religious institution
	Residential
	Restaurant
	Retail
	Warehouse
	Other:

Building size (square footage, number of employees, energy, consumption, etc.)

Project completion date

Applicant's role

Project costs (in total without incentives)

Total utility incentive applied

Description of project

Reference 3

Business/Organization Name (if applicable)

Contact Name

Contact Title

Contact Phone Number

Contact Email

Contact Address

City

State

Zip Code

What equipment was installed?

Building envelope
Commercial kitchen equipment
Compressed air
Domestic hot water equipment
HVAC
HVAC control systems
Lighting
Lighting control systems
Refrigeration
Software as a service (SaaS)
Software integration
Other:

What was the facility type?

Agricultural
Commercial real estate building
Hotel/motel
Industrial
Manufacturing
Medical
Multi-family
New-construction
Non-profit
Office
Public Sector
Religious institution
Residential
Restaurant
Retail
Warehouse
Other:

Building size (square footage, number of employees, energy, consumption, etc.)

Project completion date

Applicant's role

Project costs (in total without incentives)

Total utility incentive applied

Description of project

5. Please sign below.

I certify that the information provided in this application is true and correct. I have read and understand the Energy Efficiency Service Provider requirements and terms and conditions set forth in this application and agree to abide by these requirements. I verify by my signature hereto that I have authority to submit this application.

I attest, and upon request will provide documentation, of licenses and/or certifications, that my company and the subcontractors it employs comply with and conform to all federal, state, local, and international laws, statutes, ordinances, regulations, rules, codes (including building codes) and orders applicable to my company, its business, and the work performed.

I attest, and upon request will provide documentation, that my company and the subcontractors it employs maintain appropriate minimum insurance coverage while working on ComEd Energy Efficiency Program customer projects.

Signature

Name

Title

Company

Date

When submitting your application, please also send:

1. Proof that your company is in good standing with the Illinois Secretary of State or the state within which your company is registered. Include active assumed name(s), if any. If you do not attach a certificate of good standing, please attach a screenshot from the Illinois Secretary of State website that shows that your company is in good standing. CyberDriveillinois.com/departments/business_services/corp.html. If you are a sole proprietor, please provide a copy of your registration with the County as well as contact information for the County Clerk. If the County Clerk is not the keeper of the registration, please provide the contact information for the governmental agency that records the registration.
2. A copy of the certifications identified above. Documentation from private and public (i.e. City of Chicago Department of Procurement) certifying agencies are acceptable.

Additional documentation you may be required to submit includes:

1. W-9
2. Certificate of Insurance
3. Additional company information

Upon acceptance into the network(s), you can expect to receive:

1. EESP Code of Conduct
2. Marketing Rules
3. Inspection Fact Sheet

Note: Completion of this Application does not confer automatic acceptance into the ComEd Energy Efficiency Program EESP Network. Once an application is received, applicants will be contacted by each ComEd offering with any additional requirements or documents needed, as well as information on eligibility and next steps. EESP participation in any of the ComEd Energy Efficiency Program offerings is at the sole discretion of ComEd.

EESP Application Checklist

The checklist below identifies fields within the EESP Application that are required for the application to be processed and is for reference only. Refer to the Application for all requirements. **A complete EESP Application submission includes: 1) a completed application, 2) ICC Docket Number and ICC EE Installer Certificate, 3) Certificate of Good Standing, and 4) Other Certification documents as applicable. Do not submit your W9 with this application.**

Energy Efficiency Service Provider Application Checklist		
Page	Description	Check-box
1	Select the offering(s) you are interested in	
2	Fill in basic information about your company	
	Check the Promotional Contact Information box	
	Fill in Promotional contact information (if applicable)	
3	Is your company currently conducting business in the ComEd service territory? [Select Yes or No]	
	Select your primary business type	
	Select all equipment/services provided within the past year [Select all that apply]	
	Select the territories you work in	
	Do you use sub-contractors for installation work?	
4	Are you an ICC Energy Efficiency Measure Installer? [Select Yes or No] » If so, what is your ICC Docket Number? [Fill in Number] » Attach a copy of your ICC EE Installer Certificate	
	Is your company in good standing with the Illinois Secretary of State? [Select Yes or No] » Attach a copy of your Certificate of Good Standing, or if a Sole Proprietor provide a copy of your registration with the County Clerk.	
	Does your company hold any of the listed certifications? Or is your company in the process of becoming certified? [Select all applicable] » Attach a copy of certifications and/or licenses selected	
5	If your company is currently participating as an EESP with the ComEd Energy Efficiency Program: » In column 1: list the approximate number of projects, transactions or rebates your company has completed with each offering in the past calendar year » In column 2: enter how many projects you estimate your company will complete for each offering per year if you are accepted as an EESP.	
6-8	Provide three (3) references to demonstrate your activity with the ComEd territory, customer segments, and equipment you install. Also, please list contacts for each reference who are familiar with the project.	
9	Sign the application	
	Completion of this Application does not confer automatic acceptance into the ComEd Energy Efficiency Program EESP Network. Once an application is received, applicants will be contacted by each ComEd offering with any additional requirements or documents needed, as well as information on eligibility and next steps. EESP participation in any of the ComEd Energy Efficiency Program offerings is at the sole discretion of ComEd.	