

**Recommended Process for Selecting an RMEB PACE Energy Auditor.** (March 16, 2016)

Businesses or non-profits interested in pursuing a PACE project are required to have an energy audit completed by a qualified energy auditor. NOTE: the energy auditor must be pre-qualified by the outlined below. There are three options available to complete the required energy audit:

1. Utility Provider
  - In the event their utility provider has a qualified energy auditor, the PACE applicant may choose to hire the utility provider’s energy auditor. The energy auditor needs to go through the process to be added to the pre-qualified list.
2. PACE Applicant Preferred
  - In the event the PACE applicant wishes to hire an energy auditor of their choice, the PACE applicant must verify with the SRDC/RMEB that the energy auditor has been pre-qualified.
3. SRDC/RMEB Pre-qualified
  - SRDC/RMEB maintains a list of pre-qualified Energy Auditors.
  - PACE applicants will be provided the list of pre-qualified CEM/CEA by SRDC/RMEB and may select a qualified energy auditor of their choice from the list

**RMEB PACE Energy Auditor Pre-Qualification Process** (March 16, 2016)

The Energy Auditor for the RMEB PACE Program must be pre-qualified to conduct an RMEB PACE energy audit. There are three eligible energy auditor categories listed below.

- Submit via email to [phydev@swrdc.org](mailto:phydev@swrdc.org) ,
  - Subject Line: “PACE Energy Auditor Pre-qualification”
  - Body of email:
    - Identify the category and identify attachments.
    - If documentation of Experience working with a utility is needed, the include a memo/letter from the Utility to verify experience
    - Name, Title phone number, & email of the employee’s supervisor responsible for reviewing and approving energy audits performed by the employee
- I. **AEE CEM or CEA certified energy auditor** – individuals possessing an AEE CEM or CEA certificate are eligible and must submit an electronic copy (pdf) of their AEE CEM or CEA certificate to the SRDC.
  - II. **Utility Service Provider – Non-AEE CEM or CEA energy auditors** – utility employees possessing any combination of education AND experience listed below while employed by a utility service provider are eligible and must submit electronic copies of the documents listed in Table Below to the SRDC.

<b>Education</b> - Submit a scanned (pdf format) copy of employees educational degree, professional engineering license, registered architect license.	and	<b>Experience</b> – letter from utility supervisor to id number of years of energy engineering or energy management experience the employee earned while employed by the utility service provider
4-year degree in engineering or architecture OR Professional Engineer or Registered Architect	AND	3+ years of experience in energy engineering or energy management
4-year degree in technology, environmental science, physics, or earth science	AND	4+ years of experience in energy engineering or energy management
4-year degree in business (or related field)	AND	5+ years of experience in energy engineering or energy management
2-year energy management associate's degree	AND	6+ years of experience in energy engineering or energy management
2-year technical associate's degree	AND	8+ years of experience in energy engineering or energy management

- III. **Agricultural System Projects (ONLY) - USDA Technical Service Providers (TSP) CAP-128 Certified Agricultural Energy Management Planning Category.** Individuals possessing USDA – TSP CAP-128 certification are eligible and must submit to the SRDC the contact information (name, type, TSP-ID, address, city, state, zip, phone and email address) for the individual or business listed on the National Resources Conservation Service (NRCS) – Technical Service Provider (TSP) list under the CAP 128 Agricultural Energy Management Planning Category