



## MSCA GREENSTAR CONTRACTOR APPLICATION FORM for current MSCA STARs

I verify that our company satisfies all criteria listed below to qualify for MSCA GreenSTAR designation:

### 1. MSCA STAR Qualified Contractor

As an MSCA STAR Qualified Contractor your company has proven its commitment to excellence and the high value placed on education, safety, customer service, training and operations

Date received MSCA STAR Qualification: \_\_\_\_\_

### 2. Employ at least one Energy, LEED or Sustainability Specialist

Employing a qualified or certified specialist on staff indicates an understanding of the impact mechanical systems have on the energy usage in a facility and how a mechanical service contractor can provide valuable services to customers in reducing energy usage and providing cost saving strategies. These specialists can be a valuable asset to your company by providing added value to your customers as part of an energy services project team. These certifications are offered through many of the leading energy organizations such as ASHRAE, Association for Energy Engineers, and USGBC.

**Information required:** Name(s) of employee(s) who have successfully met all the requirements for a relevant certification such as LEED AP, CEM, CEA, BEMP, HBDP, BEAP, CSDP and the date received their certification or participation and completion of an MSCA-sponsored course on energy services.

### 3. Company is an ENERGY STAR™ partner with the Environmental Protection Agency (EPA)

The EPA's ENERGY STAR program promotes the saving of resources and the protection of the environment through energy efficient products and practices. EPA's ENERGY STAR partnership offers a proven energy management strategy that helps in measuring current energy performance, setting goals, tracking savings, and rewarding improvements. To apply on-line as an ENERGY STAR partner, logon to: [http://www.energystar.gov/index.cfm?c=join.join\\_index](http://www.energystar.gov/index.cfm?c=join.join_index).

**Information required:** Proof that your company is an ENERGY STAR partner

### 4. Participation in Energy-specific Training Programs

Twenty-five percent of total employees (both in-house and field personnel) have participated in a recognized training or educational program that emphasizes the role mechanical service equipment plays in the overall energy usage of a facility and how, through proper monitoring, maintenance, retrofits and training, energy usage can be substantially reduced and savings incurred. Your employees should demonstrate an understanding of the new products, services, techniques, equipment and terminology associated with sustainable services and energy saving technologies and be able to provide customers with the understanding and knowledge they need to make informed decisions regarding energy saving solutions.

**Information required:** List of employees who have participated in specific energy or sustainability training programs and the specific program attended (Examples of training programs include: MSCA's ENERGY STAR webinar series, MSCA's 2011 STAR Summit, UA's Green Awareness Training and Certification Program; UA's Energy Audit Class, GreenBuild; LEED AP training classes, company-sponsored training program; and local USGBC programs).

## 5. Offer Sustainable Solutions and Energy Conservation Measures

It is important that you be able to demonstrate your company's commitment to your customers that you promote environmental responsibility by offering specific sustainable services and recommending energy conservation procedures and equipment.

Contractors can play a vital role in assisting building owners and managers in making informed decisions about their facility's impact on the environment while maintaining occupant comfort, health and safety. By offering a variety of services geared towards enhancing the environmental and economic performance of mechanical systems, contractors can significantly grow their maintenance base while providing their customers energy and cost saving strategies..

Services offered to customers could include:

- i. Offer energy benchmarking services to customers by utilizing the EPA's Energy STAR Portfolio Manager to evaluate a building's performance against comparable buildings of similar size and use.
- ii. Provide building performance assessments and reports to document the current
- iii. energy performance of a building and identify recommended measures to reduce
- iv. operating costs and quantify an ROI based on improved energy efficiency
- v. Promote/utilize/recommend the most energy efficient equipment (Energy STAR products/products that exceed ASHRAE 90.1-2004) when feasible for retrofits or replacements
- vi. Promote equipment monitoring through a building automation system or enhanced metering
- vii. Convert all your Preventative Maintenance Agreements into Energy Solution Agreements (ESA) to ensure peak operating efficiency and recommended energy
- viii. conservation measures.
- ix. Services specifically geared towards high performance buildings and sustainability such as laser alignment of belts and shafts; motor surveys, use of MERV 13 filters, regasketing, leak tests, enhanced metering, adding additional VAV boxes; installing CO<sub>2</sub> sensors and other energy saving or environmentally beneficial services
- x. Conduct energy audits, energy simulation modeling or energy use profiles
- xi. Offer RetroCommissioning services
- xii. Provide cost/benefit analysis services which include calculating payback schedules for utilizing more energy efficient equipment
- xiii. Participation on a project team for a LEED EB:O & M or LEED NC registered project
- xiv. Promote the use of low flush toilets; waterless urinals; motion sensor faucets
- xv. Whenever possible, utilize environmentally friendly solutions/products/chemicals/
- xvi. cleaners – examples include low VOC products, Green Seal GS-11 products, etc.
- xvii. Encourage the use of renewable energy systems – if feasible, enter into a Green-E accredited utility program for 25% of a building's annual electrical power
- xviii. Implement a documented refrigerant management program/recommend use of non-ozone depleting refrigerants
- xix. Conduct training programs for a building's in-house maintenance personnel on
- xx. mechanical system operations and monitoring for maximum energy efficiency
- xxi. Provide information on tax incentives and rebates related to the utilization of energy efficient products
- xxii. Conduct education programs for customers on benefits of energy efficiency, value of proper preventative maintenance programs, equipment options, etc.
- xxiii. Active involvement with local/state government officials and agencies promoting sustainable policies, regulations and programs
- xxiv. Serve on the Board of a local USGBC, ASHRAE, BOMA or IFMA chapter
- xxv. Implement a marketing program describing your company's commitment to energy conservation and sustainability

- xxvi. Become an advocate for “energy conservation” in your community through participation in community events and educational programs
- xxvii. Demonstrate additional innovative ideas and practices that generate increased environmental benefits

***Information required:*** Detailed description of “energy services” which your company provides to your customers including a number of the services listed above. In lieu of a description, company brochures, proposals, sales kits, etc. can be submitted if they adequately describe your company’s activities in any of the above items.



**GREENSTAR**  
**CONTRACTOR APPLICATION FORM**  
For current MSCA STARs

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_ Web site \_\_\_\_\_

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Name (printed) \_\_\_\_\_ Title \_\_\_\_\_

Number of field service employees: \_\_\_\_\_ Total number of employees: \_\_\_\_\_

Others in your company who you would like to receive GreenSTAR information, marketing tips, newsletters, etc.

Name \_\_\_\_\_ E-mail \_\_\_\_\_

Name \_\_\_\_\_ E-mail \_\_\_\_\_

Name \_\_\_\_\_ E-mail \_\_\_\_\_

