

Qualified Contractor Application

The Indiana Energy Saver Program ("IESP" or "Program") is actively seeking contractors to participate in a qualified contractor network to provide energy efficiency improvements ("Work") to those who qualify under the Program. Contractors who meet the qualifications will be entered into the network and assigned Work in counties across Indiana subject to the additional requirements listed below.

Please complete this form as part of your application for the Indiana Energy Saver Program Qualified Contractor Network. For quickest response, applicants are encouraged to complete this application online at IndianaEnergySaver.com. Applicants must be approved by program staff to participate in the network. The form below is the first step in the application process. During the review process, program staff may request additional materials or information. All fields below are required to be completed unless otherwise noted.

Please review and ensure that your business can meet the requirements outlined in the Contractor Participation Manual. Compliance with the Contractor Participation Manual is a condition of being assigned Work. All assigned Work is subject to the Qualified Contractor Network Terms and Conditions and the Contractor Code of Conduct ("Program Documents"). The Contractor Participation Manual and the Program Documents can be accessed on the [Indiana Energy Saver Program website](#). If you have specific questions or need additional assistance, Contractors are encouraged to fill out the [Contact Us Form](#) to engage with Program Staff directly.

Company Information ("Applicant")

Legal Business Name [Company name must match the Employer Identification Number (EIN)]

If applicable, "Doing Business As" (d/b/a) Name [If using a d/b/a, certificate must be provided as supporting documentation.]

Employer Identification Number (EIN)

Mailing Address

Street Address (if different)

City State Zip

Company Information ("Applicant") Cont.

Are you registered to work on Federal funding projects via SAM.gov? If so, please provide your company unique entity identifier.

Are you registered as a business in the state of Indiana? (Circle your response)

Yes No

My company is registered or qualifies in Indiana as a: (Check all that apply)

- Minority-Owned Business Enterprise (MBE)
- Women-Owned Business Enterprise (WBE)
- Indiana Veteran-Owned Small Business Enterprise (IVOSBE)

My company is certified to perform this work in these counties:

<input type="checkbox"/> Adams	<input type="checkbox"/> Elkhart	<input type="checkbox"/> Jefferson	<input type="checkbox"/> Ohio	<input type="checkbox"/> Sullivan
<input type="checkbox"/> Allen	<input type="checkbox"/> Fayette	<input type="checkbox"/> Jennings	<input type="checkbox"/> Orange	<input type="checkbox"/> Switzerland
<input type="checkbox"/> Bartholomew	<input type="checkbox"/> Floyd	<input type="checkbox"/> Johnson	<input type="checkbox"/> Owen	<input type="checkbox"/> Tippecanoe
<input type="checkbox"/> Benton	<input type="checkbox"/> Fountain	<input type="checkbox"/> Knox	<input type="checkbox"/> Parke	<input type="checkbox"/> Tipton
<input type="checkbox"/> Blackford	<input type="checkbox"/> Franklin	<input type="checkbox"/> Kosciusko	<input type="checkbox"/> Perry	<input type="checkbox"/> Union
<input type="checkbox"/> Boone	<input type="checkbox"/> Fulton	<input type="checkbox"/> LaGrange	<input type="checkbox"/> Pike	<input type="checkbox"/> Vanderburgh
<input type="checkbox"/> Brown	<input type="checkbox"/> Gibson	<input type="checkbox"/> Lake	<input type="checkbox"/> Porter	<input type="checkbox"/> Vermillion
<input type="checkbox"/> Carroll	<input type="checkbox"/> Grant	<input type="checkbox"/> LaPorte	<input type="checkbox"/> Posey	<input type="checkbox"/> Vigo
<input type="checkbox"/> Cass	<input type="checkbox"/> Greene	<input type="checkbox"/> Lawrence	<input type="checkbox"/> Pulaski	<input type="checkbox"/> Wabash
<input type="checkbox"/> Clark	<input type="checkbox"/> Hamilton	<input type="checkbox"/> Madison	<input type="checkbox"/> Putnam	<input type="checkbox"/> Warren
<input type="checkbox"/> Clay	<input type="checkbox"/> Hancock	<input type="checkbox"/> Marion	<input type="checkbox"/> Randolph	<input type="checkbox"/> Warrick
<input type="checkbox"/> Clinton	<input type="checkbox"/> Harrison	<input type="checkbox"/> Marshall	<input type="checkbox"/> Ripley	<input type="checkbox"/> Washington
<input type="checkbox"/> Crawford	<input type="checkbox"/> Hendricks	<input type="checkbox"/> Martin	<input type="checkbox"/> Rush	<input type="checkbox"/> Wayne
<input type="checkbox"/> Daviess	<input type="checkbox"/> Henry	<input type="checkbox"/> Miami	<input type="checkbox"/> Scott	<input type="checkbox"/> Wells
<input type="checkbox"/> Dearborn	<input type="checkbox"/> Howard	<input type="checkbox"/> Monroe	<input type="checkbox"/> Shelby	<input type="checkbox"/> White
<input type="checkbox"/> Decatur	<input type="checkbox"/> Huntington	<input type="checkbox"/> Montgomery	<input type="checkbox"/> Spencer	<input type="checkbox"/> Whitley
<input type="checkbox"/> DeKalb	<input type="checkbox"/> Jackson	<input type="checkbox"/> Morgan	<input type="checkbox"/> St. Joseph	
<input type="checkbox"/> Delaware	<input type="checkbox"/> Jasper	<input type="checkbox"/> Newton	<input type="checkbox"/> Starke	
<input type="checkbox"/> Dubois	<input type="checkbox"/> Jay	<input type="checkbox"/> Noble	<input type="checkbox"/> Steuben	

My company provides the following services: (Please check all that apply)

- General Contractor
- Carpenter/General Labor
- Insulation and Air Sealing Installer
- HVAC Installer
- Heat Pump Installer
- Electrical Installer
- Plumbing Installer
- Appliance Installer
- Other: _____

The Indiana Energy Saver Program will utilize Regional General Contractors (RGCs) to assist with the management of IESP projects across the state. Responsibilities of an RGC include, but are not limited to:

1. Managing simultaneous project assignments across a broad geographic area,
2. Ensuring the completion of a project's scope of work,
3. Coordinating and holding contracts with Qualified Contractors and property owners, and
4. Maintaining and reporting federally compliant documentation to IESP staff.

If you are interested in applying for this position, please check the box below.

Eligible applicants for this position must be approved as a Qualified Contractor.

I am interested in the Regional General Contractor position and would like to receive more information

Certified Staff

The services stated above will be provided by staff holding appropriate certifications within the appropriate categories as outlined in the Contractor Participation Manual for which the undersigned Applicant is applying. Applicant acknowledges that the Program will request a copy of certificates or identification cards for certifications.

Please provide the primary contact information of the Applicant for the Program to respond to about this Application. Please ensure that the email and phone number provided is tied to a single person of contact and not general contact information for the company.

Name _____ Title _____

Email _____

Phone _____ Extension _____

State and Federal Compliance (Circle your response)

Has any principal or officer of your company been convicted of a felony within the past 5 years?

Yes No

Has any principal or officer of your company been under disciplinary action (probation, suspension, and termination) within a federal or state program?

Yes No

Has any principal or officer of your company been debarred by any government agency?

Yes No

Has any governmental entity made a finding of non-responsibility regarding the individual or entity seeking to apply in the last 5 years?

Yes No

Has any governmental entity or other governmental agency terminated or withheld a procurement contract with the above-named individual or entity due to intentional provision of false or incomplete information?

Yes No

IESP Contractor Participation Agreement

Check the box to certify you have read and agree to the terms in the [Program Documents](#) associated with the Indiana Energy Saver Program applied for under this Application.

Certification Statement

By signing below, I attest that I have authority on behalf of the Applicant to submit this Application to participate in the Program. I certify that all information and representation contained in this Application are true and correct to the best of my knowledge. I agree on behalf of the Applicant to provide any additional materials the Program may ask for during the review process. I acknowledge and agree on behalf of the Applicant that if the Applicant is assigned Work, that the Applicant agrees to be bound by all terms contained in the Program Documents and all Work is subject to the provisions of the Program Documents.

Signature

Date

Supporting Documentation/Attachments & Submission Instructions

Submit this completed and signed application along with the following documents:

- Documentation of three (3) recently completed projects per service as indicated above that demonstrates competency in the given field of expertise, and with preference to projects that are energy efficiency related
- Copy of your D/B/A certificate (if applicable)
- Copy of Indiana Diversity Supplier disadvantaged business enterprise certification (if applicable)
- Employee roster including employee name and certifications (expiration dates) of any employees that will be performing the work

Email completed application to: Contractor@IndianaEnergySaver.com

- OR -

Mail completed application to: Attn: Indiana Energy Saver Program
EGIS
8320 Craig Street
Indianapolis, IN 46250

Applications missing any of the required documentation will not be approved.

Upon satisfactory review and acceptance of all required documents, you will be required to provide a copy of your current insurance certificate (general liability, workers compensation, automobile, and errors and omissions if applicable) as required by the IESP Contractor Participation Manual.

Upon final approval, you will be issued an IESP Qualified Contractor Certificate for proof of certification and enrollment in the Indiana Energy Saver Program Qualified Contractor Network. Indiana Energy Saver Program badges will be generated for the approved employee roster and mailed directly to the address on file.

If the information provided in your Contractor Application (including supporting documents) changes, it must be reported in writing or via email to Contractor@IndianaEnergySaver.com

To ensure delivery to your inbox, please add Contractor@IndianaEnergySaver.com to your safe senders list.