



TRADE ALLY QUALIFICATION PROCESS

DESCRIPTION

The Ameren Missouri BizSavers® Trade Ally Network includes independent contractors and other energy efficiency professionals that help Ameren Missouri business customers identify and complete qualifying energy efficiency projects. Trade Allies assist customers with project development, equipment selection, installation, and the BizSavers incentive process.

Participation in the Trade Ally Network is voluntary. Trade Allies are independent businesses and are not employees or agents of Ameren Missouri. Inclusion in the network does not constitute an endorsement, recommendation, warranty, or guarantee by Ameren Missouri.

OBJECTIVE

The objective of this qualification process is to establish transparent and consistent requirements for entities seeking to participate in the BizSavers Trade Ally Network, support program quality, and provide interested companies with clear application and review steps.

APPLICABILITY

This process applies to applicants seeking general Trade Ally status, including applicants that provide HVAC/chiller/RTU services. Specialty offerings, including Business Social Services (BSS) and Retro-Commissioning (RCx), may require separate approval, additional training, or additional qualifications based on program needs.

QUALIFICATION REQUIREMENTS

1. Completed Application

Applicants must complete and submit the current BizSavers Trade Ally Application, including all required fields and acknowledgments. The application requests, at a minimum:

- Legal company and primary contact information.
- Business type, services offered, and service areas.
- Additional company contacts, as applicable.
- An authorized representative signature accepting the application agreement.



2. Terms, Conditions, and Program Commitments

Applicants must review and agree to the documents incorporated into the application process, as applicable:

- Trade Ally Terms and Conditions.
- Continuous Improvement Plan.
- Co-Branding Guidelines, if the applicant elects to use BizSavers co-branded materials.

3. Insurance

Applicants must provide a current Certificate of Insurance covering the work they will perform. At a minimum, the application package requires:

- Occurrence-based commercial general liability insurance of not less than \$1,000,000 per occurrence, including products and completed operations coverage, with Ameren Missouri named as an additional insured.
- Workers' compensation insurance with statutory limits and employer's liability insurance of not less than \$500,000.
- Comprehensive automobile liability insurance of \$1,000,000 per accident for each company-owned vehicle.

The Certificate of Insurance must identify Ameren Missouri as a certificate holder. Approved Trade Allies must maintain required coverage throughout participation and provide updated documentation when coverage is renewed or changed.

4. Program Training

After required application and insurance materials are received, the applicant must complete BizSavers Trade Ally training. Additional training may be required before participation in a specialty offering.

APPLICATION AND REVIEW PROCESS

1. Access and complete the online Trade Ally Application, an Excel workbook, available through the Ameren Missouri BizSavers website.
2. Submit the completed application and required supporting documents to BizSavers staff via email, including the Certificate of Insurance.
3. BizSavers program staff review the submission for completeness and conformity with the qualification requirements.



4. If information is missing or clarification is needed, program staff may request additional documentation from the applicant.
5. Complete required Trade Ally training.
6. Ameren Missouri makes a qualification determination and informs the applicant in writing. The application package states that a determination will be made within 30 days after receipt of a complete application.

APPROVAL AND NETWORK LISTING

An applicant becomes a registered Trade Ally only after receiving written approval from Ameren Missouri. Once approved, the Trade Ally may be listed in the public Trade Ally Directory based on the services and service areas identified in the approved application. A directory listing does not guarantee customer selections, referrals, projects, or compensation.

ONGOING PARTICIPATION REQUIREMENTS

To remain in good standing, an approved Trade Ally must:

- Maintain current insurance that meets program requirements.
- Keep company, contact, service, and service-area information current.
- Comply with the Trade Ally Terms and Conditions and Continuous Improvement Plan.
- Complete required program updates or supplemental training.
- Follow applicable BizSavers application, technical, quality assurance, marketing, and co-branding requirements.
- Provide accurate information and cooperate with program reviews and quality assurance activities.

SUSPENSION, CORRECTIVE ACTION, OR REMOVAL

Ameren Missouri may use corrective action, suspend participation, or remove a Trade Ally from the network in accordance with the Trade Ally Terms and Conditions and Continuous Improvement Plan. Reasons may include failure to maintain required insurance, failure to comply with program requirements, inaccurate or incomplete submissions, unresolved quality concerns, or misuse of Ameren Missouri or BizSavers branding.

CONTRACTOR SELECTION AND BID OPPORTUNITIES

BizSavers customers generally select and contract directly with the Trade Ally of their choice. The general Trade Ally Network does not issue or award bid opportunities to Trade Allies. Accordingly, there are no general Trade Ally bid opportunities to advertise through this



qualification process. If Ameren Missouri establishes an applicable bid opportunity for utility-contracted HVAC services, the opportunity will be communicated to all contractors qualified for that opportunity in accordance with applicable requirements.

PUBLIC ACCESS AND RELATED DOCUMENTS

This qualification process should be posted as a downloadable PDF on the Ameren Missouri “Become a Trade Ally” webpage. The webpage should also provide direct access to, or clearly identify how to obtain, the following current materials:

- Trade Ally Application.
- Trade Ally Terms and Conditions.
- Continuous Improvement Plan.
- Insurance requirements or Insurance Request Form.
- Trade Ally contact information.

CONTACT INFORMATION

Questions about this qualification process or the status of an application may be directed to:

Program	Ameren Missouri BizSavers®
Telephone	1.866.941.7299
Email	info@bizsavers.ameren.com
Mail	PO Box 66149 MC 921, St. Louis, Missouri 63166-6149

REVISION HISTORY

Version	Effective Date	Description
1.0	August 28, 2026	Initial release

Administrative note: This document summarizes the public qualification process. The current Trade Ally Application, Terms and Conditions, Continuous Improvement Plan, and insurance requirements control where more specific requirements apply.