

March 23, 2007

Name
Organization Name
Address
Address

Dear Mr./Ms.....:

The National Fenestration Rating Council, Inc. (NFRC) is a nonprofit (501(c)3) organization whose goal it is to provide fair and accurate energy performance ratings for fenestration systems in all building applications. We have had considerable success with window and doors systems in residential construction (one and two family) and are now designing a new program for rating the energy performance of window and curtain wall applications in commercial construction. It is our hope that you can provide us with some feedback on this new program.

The program, entitled the Component Modeling Approach, is specifically targeted towards the key players/stakeholders in nonresidential construction, including, architects and specifiers; building owners and managers; glazing contractors; and frame, glass, and spacer suppliers.

Essentially, the program:

- Establishes a set of performance libraries of approved components (frames, glass, and spacer)
- Provides for an on-line computer program that enables the industry to assemble fenestration systems from the libraries of approved components and obtain whole product energy performance calculations for bidding purposes; and
- Provides the specifying authority with accurate performance data and third party certification of overall product performance for systems that are specified and installed on the building envelope.

The proposed governing document for this program (which will be forwarded via hard copy; along with a copy of this letter) is quite extensive. To assist in your review, I have noted the pertinent sections in the governing document below - that specifically refer to the role of the specifying authority.

Please take the time to review this language and let us know if you have any comments, questions, or concerns regarding the language and/or the responsibilities listed therein. We would greatly appreciate receiving any feedback you have by April 23, 2007.

Definition:

Specifying Authority the entity who specifies the fenestration products, systems and suppliers to be used on a project in order to meet the design and performance requirements. The Specifying Authority enters into a license agreement with NFRC. This entity may be, but is not limited to, an architect or engineer and confirms that the individual systems (glazing, spacer, and framing system) used to generate the whole product rating are those in the final assembly. The Specifying Authority is responsible for taking any corrective actions necessary if the final assembly does not conform to the whole product rating.

Role of the Specifying Authority

The Specifying Authority agrees to sign a license agreement with NFRC and specify the fenestration products/systems that require thermal performance ratings provided under the NFRC CMA-PCP.

The Specifying Authority agrees to comply with the requirements of the CMA-PCP.

Under the procedures of the CMA-PCP, an NFRC-licensed Specifying Authority is responsible for meeting the requirements in the CMA-PCP including, but not limited, to the following functions:

- A. Specifying the fenestration products, systems and component suppliers.
- B. Providing information to an ACE;
 - Detailed information on the construction of the insulating glazing unit(s); i.e., number of glass lites, glass type, glass thickness, glass coating type and location, glazing gap width and gas content and percentage fill, if applicable.
 - Detailed information on the spacer required for product calculations and documentation.
 - Detailed information of the framing system construction required for product calculations and documentation.
 - Identification of the insulating glass unit fabricator including name and contact information.
 - Identification of the framing system manufacturer/fabricator including name and contact information.
- C. Verifying that the insulating glass manufacturer has certified the IGU construction used in the rated products through a third party IGU certification program.
- D. Participating in selected Documentation Trail Audits performed by an IA for whole product rating specification data retention and review, updating the whole product data if the review necessitates a revision, and product verification.
- E. Assuring that Label Certificates are registered with project site records for verification that the whole product systems are NFRC certified.
- F. Entering into a license agreement with NFRC, authorizing the Specifying Authority to use the NFRC certification mark and the NFRC Label Certificate per the procedures set forth in the CMA-PCP.

Specifying Authorities may:

Participate in the Certification Program with more than one ACE or IA.

Specifying Authority Obligations

- A. The Specifying Authority seeking to obtain a Label Certificate that contains the thermal and solar-optical performance ratings for fenestration products using the CMA-PCP may do so upon entering into a license agreement with NFRC, in accordance with the requirements of this section.*
- B. The Specifying Authority shall select and contract with an ACE and submit the information listed in section 1.2.2.B.*
- C. If a Label Certificate is selected for a documentation-trail audit according to Section 4.1.5, the Specifying Authority shall select an IA to perform that audit. The Specifying Authority shall submit all system documentation identified in Section 4.1.5, either in hard copy or electronically, to the selected IA within fifteen (15) business days of notification of the review. The IA shall maintain electronic project and documentation-trail files for audited projects for a period of four (4) years.*
- D. Once the ACE has performed the Component-Modeling Approach calculation of fenestration product, the Label Certificate shall be issued to the Specifying Authority. An Independent ACE may immediately authorize the Label Certificate to be issued to the Specifying Authority. A Manufacturer / Other ACE is subject to IA review of the calculation in accordance with Section 4.1.4.B prior to authorizing the Label Certificate to be issued to the Specifying Authority.*
- E. The Specifying Authority, upon notification of any non-compliance, shall take corrective action or acquire a new label certificate reflecting the actual system installed. If no corrective action is taken within fifteen (15) days of notification, then the Label Certificate shall be deemed null and void.*

Thank you for your time and attention to this matter. Please do not hesitate to contact the CMA Program Manager, Jessica Ferris, or me if you should have any questions.

Sincerely,

James C. Benney, CAE
Executive Director