



WEATHERIZATION ASSISTANCE PROGRAM

PROCUREMENT TOOLKIT

MARCH 2015

WEATHERIZATION ASSISTANCE PROGRAM PROCUREMENT TOOLKIT

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ATTACHMENTS

The following attachments are available for your use in either a Word file or Excel file.

1. Procurement Checklist
2. Request for Quotations General Instructions
3. Contractor Information and Debarment and Suspension
4. Change Order Request Form
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26. Materials Only Bulk Purchase Evaluation Worksheet
27. Materials Only Individual House Purchase Evaluation Worksheet
28. Whole House Weatherization Evaluation Worksheet
29. Sample Newspaper Advertisement

A. INTRODUCTION

The goal of procurement is “*to get the best possible product and/or service at the best possible price.*” The traditional role of procurement management is to ensure that there is a supply of goods and services to support the organization’s operations and save money in the process. The common tactic to accomplish this is through competitive bidding to ensure that suppliers provide their best price.

Cost reduction is only part of the procurement goal for organizations; the best use of procurement is to maximize the value of goods and services for the organization. In order to do this the organization must define how procurement activities will be organized, conducted, and managed.

There are also specific federal regulations which establish procurement standards that must be followed and each state will have their own set of requirements. All of this must be incorporated into how the organization purchases goods and/or services for the Weatherization Assistance Program.

The purpose of the Weatherization Assistance Program Procurement Tool Kit is to provide examples for illustrative purposes of documents that can be used in purchasing materials and/or services. The tool kit is organized as follows:

- There are basically twelve activities required in all large purchases. Each of the twelve activities is described. Also a checklist is provided to assist you when conducting your procurement activities.
- An example of General Instructions for companies and individuals that are interested in providing a quotation, proposal or bid. It is important to incorporate all individual State requirements into the General Instructions that are to be used by your organization.
- An example of Contractor Information that could be used to secure standard information from all potential contractors. The form could be included as part of the requirements of a solicitation or develop a bidders list.
- Examples of Price Quotation Sheets for building shell measures, mechanical measures, electric base-load measures, health and safety measures, and other individual examples.
- Examples of Evaluations of each of the Price Quotation Sheets identified above. The purpose of the evaluation sheets is to provide examples of how different offerors are evaluated and documentation of the evaluation.
- Each of the examples presented is included as either a word or excel file so that if you would like to modify them and use them they are easily accessible.

This Toolkit has been designed to assist organizations in meeting the goals of the Department of Energy Weatherization Program.

B. THE TWELVE STEP PROGRAM TO PROCUREMENT

STEP ONE: Determine what you will be purchasing.

The agency will determine what it is that they will require cost quotations for. If the agency uses crews to perform the weatherization work it might only need to secure cost quotations for equipment to be used by the crews and materials. The agency would then determine if they will be warehousing materials or purchasing on a house-by-house basis from a designated vendor.

STEP TWO: Establish timeframe for the purchase(s).

The agency will then determine their purchase cycle which will include what they will be purchasing and when they will need the services and/or materials and in what quantities. It is important that the potential providers of the services and/or materials are aware of the timeframes.

STEP THREE: Identify the lead individual within the organization that will handle the purchase(s).

It is important that a single individual coordinate the solicitation activities and serve as the agency contact for all potential suppliers.

STEP FOUR: Prepare general instructions.

The general instructions can be used for all cost quotations and should include general information that will be applicable to all suppliers and/or contractors. The general instructions are a critical component of the solicitation activities as it provides the agency requirements and rules for providing weatherization services and/or materials to potential suppliers. It is important to work with your state office to insure that all state requirements are included in the instructions. An example of general instructions is located on page 7. Attachment B is the sample of the general instructions in a word format that can be modified as appropriate and used by your agency.

STEP FIVE: Prepare specifications and price quote sheets.

The specification and price quote sheets detail specifically what it is that the agency will be purchasing and provides the offeror with the format that quotations are to be submitted on. The preparation of the specifications is the most important component of any solicitation to insure that the agency receives the services and/or materials that they want, in the timeframe that they want it, at the best possible price. Pages 24 through 57 provide examples of specification and price quote sheets for building shell, mechanical, electric base-load, and health and safety measures. There are also examples of materials and whole house weatherization specifications and price quote sheets. Attachments D through N are the examples in a word format that can be modified as appropriate and used by your agency.

STEP SIX: Advertise the solicitation.

All purchases above your agency's small purchase threshold must be advertised unless non-competitive procurement has been approved by your state. There are many ways advertising can be done from advertisement in the newspaper to posting at public buildings. The objective is to inform as many potential vendors and contractors of the solicitation. A sample newspaper advertisement is located in Attachment Z.

STEP SEVEN: Conduct bidders' conference.

The purpose of the bidders' conference is to provide information to all potential providers of the services and/or materials that they will need to know about the solicitation and the level of expectation for services and materials. It is also a good time to respond to questions about the solicitation. It is recommended that the bidders conference be mandatory unless potential suppliers and contractors would have to travel long distances to attend. If this is the case the agency may want to conduct a conference call for all potential suppliers and contractors. The other alternative is to request that all potential suppliers and contractors submit questions by a specific date. The agency would develop responses to the questions and send the information to all individuals that had requested the Request for Quotations.

STEP EIGHT: Receive quotations.

An individual within your organization should be designated to receive the quotes up until the closing date and time. The individual would maintain the unopened quotes in a locked area of the agency until the closing date and time. The individual designated should not be the same individual as the lead individuals handling the solicitations for the agency.

STEP NINE: Evaluate quotations.

The agency will then evaluate the quotations submitted and select the successful vendor(s) and/or contractor(s). If the evaluation is based on cost alone the agency will only need to determine if the vendor and/or contractor meet the minimum requirements and those that provided the lowest cost. If factors other than cost are included the agency will have to apply points to each of the criteria and assess each criterion for each quote. Examples of completed evaluation worksheets are located on Pages 60 through 72. Attachments O through Y are the examples in an excel format that can be modified as appropriate and used by your agency to evaluate quotations.

STEP TEN: Select contractor(s)/vendor(s).

Based on the evaluation of quotes a single or multiple vendors and contractors will be selected and notified of the selection in writing.

STEP ELEVEN: Establish solicitation file.

It is important to maintain a solicitation file separate from the vendor or contractor file. The solicitation file would include the Request for Quotation document(s) including general instructions and specification and price quotes, copy of the advertisement, the attendees and minutes of the bidders' conference, the quotes received, the evaluation papers, and notice to the successful vendor(s) and/or contractor(s).

STEP TWELVE: Enter into Agreements with contractor(s)/vendor(s), as appropriate.

After the agency has made their selection the agency would enter into the agreement with the supplier(s)/contractor(s). It is important to work with your state office to insure that all state requirements are included in the agreement.

A CHECKLIST FOR EACH OF THE TWELVE STEPS IS LOCATED ON THE NEXT PAGE.



THE TWELVE-STEP PROGRAM TO PROCUREMENT CHECKLIST

- Determine what you will be purchasing.
- Establish timeframe for the purchase(s).
- Identify the lead individual within the organization that will handle the purchase(s).
- Prepare general instructions.
- Prepare specifications and price quote sheets.
- Advertise the solicitation.
- Conduct bidders' conference.
- Receive quotations.
- Evaluate quotations.
- Select contractor(s)/vendor(s).
- Establish solicitation file.
- Enter into Agreements with contractor(s)/vendor(s), as appropriate.

C. REQUEST FOR QUOTATION GENERAL INSTRUCTIONS

(INSERT AGENCY NAME)

REQUEST FOR QUOTATION

WEATHERIZATION MATERIALS AND SERVICES

(INSERT AGENCY ADDRESS)

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- I.5 Type of Agreement and Payment Schedule
- I.6 Procurement Schedule Key Dates

II. (INSERT AGENCY NAME) QUOTATIONS REQUIREMENT

- II.1 Inquiries
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- II.4 Quotations Submission
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- II.13 Costs for Preparation of Quotations
- II.14 RFQ Modifications
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- II.17 Miscellaneous

III. AGENCY AGREEMENT

IV. QUOTATIONS CONTENT AND FORMAT

V. QUOTATIONS EVALUATION

- V.1 Evaluation Process

I. INTRODUCTION

I.1. PURPOSE OF THIS REQUEST FOR QUOTATION

The (INSERT AGENCY NAME) is soliciting quotations for weatherization materials and services.

I.2. BACKGROUND

I.2.1. Overview of (INSERT AGENCY NAME) Weatherization Program

(INSERT AGENCY NAME) is a non-profit organization that operates/ administers a weatherization program in (INSERT COUNTY NAMES) counties. The U.S. Department of Energy's (DOE) Weatherization Assistance Program (Weatherization) reduces energy costs for low-income households by increasing the energy efficiency of their homes, while ensuring their health and safety. The Program prioritizes services to the elderly, people with disabilities, and families with children. The Agency's professionally trained Weatherization crews use computerized energy audits and advanced diagnostic equipment to determine the most cost-effective measures appropriate for each home. Typical measures may include: installing insulation; sealing ducts; tuning and repairing heating and cooling systems; mitigating air infiltration; and reducing electric base load consumption.

I.3. MAJOR OBJECTIVES REQUEST FOR QUOTATION

The major objectives of the solicitation are to:

- 1) Identify vendors and/or contractors that will provide Weatherization materials/services for the Agency.
- 2) To insure that all materials and/or services meet the Agency's and the Department of Energy standards and requirements.
- 3) To insure that all materials and/or services are provided in the timeframe established by the Agency.

I.4. OVERSIGHT AND MANAGEMENT

I.4.1. Oversight

Oversight of the Agreement will be exercised by insert the position title of the Agency's staff person that is responsible for overall management of the Agreement.

I.4.2. Liaison

A liaison, insert Agency Coordinator or Designee, will serve as the contact point for the vendor/contractor. The liaison will coordinate the services and serve as the communication link between the Agency and the vendor/contractor.

I.5. TYPE OF AGREEMENT AND PAYMENT SCHEDULE

This agreement will be on a cost reimbursement or fixed price basis depending upon the material and/or service being purchased. There will be an initial 1-year agreement period with four 1-year extensions available. Each of these will be priced separately and exercised at *the Agency's* discretion. Payments will be made after completion of work and/or delivery of services, inspection, and acceptance by Agency.

I.6. PROCUREMENT SCHEDULE KEY DATES

Following are the estimated key dates in the schedule for this procurement:

| | |
|--|--------------|
| Request for Quotations Issued | (ENTER DATE) |
| Bidders Conference | (ENTER DATE) |
| Modifications to Request for Quotations, if applicable | (ENTER DATE) |
| Quotations due and opened | (ENTER DATE) |
| Quotations Evaluations | (ENTER DATE) |
| Agreement(s) Signed | (ENTER DATE) |

(INSERT AGENCY NAME) reserves the right to proceed under a modified version of this schedule.

II. (INSERT AGENCY NAME) QUOTATIONS REQUIREMENTS

II.1. INQUIRIES

All inquiries concerning this Request for Quotations (RFQ) will be submitted in writing and addressed to:

(INSERT INDIVIDUAL'S NAME)
(INSERT AGENCY NAME)
(INSERT AGENCY ADDRESS)

During the procurement process, prospective Offerors shall contact only the individual named above.

In no case shall oral communications take precedence over written communications. Only written communications shall be binding on the RFQ.

(INSERT AGENCY NAME) assumes no responsibility for representations concerning conditions made by its Officers or Staff prior to the execution of an agreement, unless such representations are specifically incorporated into the RFQ by subsequent official written Addendum(s). Oral conversations pertaining to modifications or clarifications of the RFQ shall not be considered part of the RFQ unless confirmed in writing by official written Addendum(s).

II.2. BIDDERS CONFERENCE

A Bidders Conference will be held at insert *Agency Name and Address on Enter Date and Time*. All potential Offerors will be required to attend the Bidders Conference. All instructions for the RFQ will be provided at the Bidders Conference. All questions will be answered at the Bidders Conference.

II.3. DATE, TIME AND PLACE TO SUBMIT QUOTATIONS

One copy labeled "Weatherization RFQ" shall be provided and addressed to:

(INSERT INDIVIDUALS NAME)
(INSERT AGENCY NAME)
(INSERT AGENCY ADDRESS)

Quotations shall be accepted until (INSERT DATE AND TIME). Quotations shall be accepted in person, by courier service, or the US Mail. Faxed or emailed quotations shall not be considered.

It is the sole responsibility of prospective offerors to take notice of the date and time that quotations are due, and to ensure their submittals are received prior to the due date and time. Late quotations shall not be accepted.

II.4. QUOTATIONS SUBMISSION

The (INSERT AGENCY NAME) Information/Application Form must be current and on file with (INSERT AGENCY NAME) or submitted with Quotation. The format for the quotations specified in each of the Attached Specifications and Pricing Quotes. All information provided in response to this RFQ is subject to verification. Misleading and/or inaccurate information shall be grounds for disqualification at any stage in the procurement process.

The quotations package consisting of the signed quotations containing all required information, shall be SEALED, clearly labeled with the following information and delivered on or before the quotations due date/time to:

Contact Name: (INSERT NAME IDENTIFIED ABOVE)
Address: (INSERT ADDRESS)
Request for Quotations: (INSERT AGENCY IDENTIFIED TITLE)
Quotations Due Date/Time: (INSERT DATE AND TIME)
Location: (INSERT AGENCY ADDRESS)

Submission of a signed quotation(s) is acknowledgment and acceptance of all terms and conditions of the solicitation. (INSERT AGENCY NAME) reserves the right to reject all quotations.

II.5. QUOTATIONS OPENING

Quotations shall be opened publicly at the time and place designated on the cover page of this document. The name of each Offeror shall be read publicly and recorded. Prices will not be read. Quotations are not subject to public inspection.

II.6. MINIMUM OFFEROR QUALIFICATIONS

The Offeror shall have a minimum of (INSERT No.) years experience.

II.7. INTEGRITY OF QUOTATIONS

By signing a quotation(s), an Offeror affirms that s/he has not given any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to an (INSERT AGENCY NAME) member in connection with the submitted quotations. Failure to sign the quotations, or signing it with a false statement, shall void the submitted quotations or any resulting agreements, and the Offeror shall be removed from all supplier/contractor lists.

II.8. QUOTE APPLICABILITY

Offeror must substantially conform to the terms, conditions, specifications and other requirements found with the text of the Specifications and Pricing Quotes. All previous agreements or other documents, which have been executed between the Offeror and (INSERT AGENCY NAME) are not applicable to this Request for Quotations or any resultant agreement.

II.9. LICENSES

Offerors shall maintain in status all Federal, state, and local licenses and permits required for the operation of business conducted by the Offeror.

II.10. PREFERENCES

Preference will be given to each of the following:

- Minority firms;
- Women Business Enterprises; and
- Labor Surplus Area Firms;

II.11. DOCUMENTATION OF INSURANCE

Prior to the implementation date of the agreement, the Offeror shall provide (INSERT AGENCY NAME) with documentation evidencing insurance for a minimum (INSERT STATE REQUIREMENTS) professional and equipment liability. The Offeror shall name (INSERT AGENCY NAME) as an additional insured party to address application and equipment damage that occurs during agreement or service operations.

II.12. ECONOMY OF PRESENTATION

Quotations must address the specific RFQ requirements. All items requested by the RFQ shall be answered clearly and concisely. Additional promotional materials that are not responsive to a specific requirement shall not be included in the quotations response package.

II.13. COSTS FOR PREPARATION OF QUOTATIONS

No payments shall be made to cover costs incurred by any Offeror in the preparation or submission of the quotations, nor any other associated costs.

II.14. RFQ MODIFICATIONS

(INSERT AGENCY NAME) shall prepare written Modifications(s) if needed. All modifications to this RFQ shall be prepared by (INSERT AGENCY NAME) and formally issued to all holders on record of RFQ documents. Addenda shall be issued not later than the date specified in the schedule. Written addenda shall serve to amend the RFQ documents accordingly.

II.15. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

By submission of a response to this RFQ, the Offeror certifies that in connection with this procurement:

1. Prices in the quotations have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any competitor.

Each person signing the quotations certifies either that:

- A. He or she is the person in the Offeror's organization responsible for the decision as to any prices being offered herein, and that he or she has not participated in, and shall not participate in, any action contrary to the requirements of this document.
2. He or she is not the person in the Offeror's organization responsible for the decision as to any prices being offered herein, but that he or she has been authorized to act as agent for the persons responsible for such decision. Furthermore, those persons have not participated in, and shall not participate in, any action contrary to the requirements of this document.

Any offer made in the submitted quotations, and any clarifications to the quotations shall be signed by an officer of the offering firm or a designated agent empowered to bind the firm in an agreement.

II.16. QUOTATIONS EVALUATION AND AWARD(S)

All quotations submitted shall be evaluated in accordance with (INSERT AGENCY NAME) criteria.

At its option, (INSERT AGENCY NAME) may accept an RFQ quotations package as written by issuing an agreement that refers to this RFQ document and the RFQ response package as written. Because (INSERT AGENCY NAME) may use this option, the Offeror shall include in their written RFQ response package, all requirements, terms or conditions it may have, and shall not assume an opportunity will exist to add such matters after the RFQ response package has been submitted.

II.17. MISCELLANEOUS

(INSERT AGENCY NAME) reserves the right to accept or reject any part of any quotations, and to accept or reject any or all quotations without penalty. (INSERT AGENCY NAME) reserves the right to waive minor deficiencies and informalities if, in the judgment of (INSERT AGENCY NAME), the best interests of (INSERT AGENCY NAME) shall be served.

III. AGENCY AGREEMENT

INSERT AGENCY AGREEMENT FORM HERE, AS APPLICABLE

IV. QUOTATIONS CONTENT AND FORMAT

The specifications and pricing quotes are attached.

V. QUOTATIONS EVALUATION

V.1. EVALUATION PROCESS

(INSERT AGENCY NAME) will evaluate this RFQ. (INSERT AGENCY NAME) will determine the best offer(s). Quotations must meet all the mandatory criteria in order for the quotations to be evaluated. Quotations that are incomplete or contain significant inconsistencies or inaccuracies may be rejected by (INSERT AGENCY NAME) without further discussion.

(INSERT AGENCY NAME)
(INSERT AGENCY ADDRESS)
Phone: (Insert Phone Number) Fax: (Insert Fax Number)

Contractors Information/Application Form

Please Note: If applicable, copies of your Registrar of Contractor’s License and local tax licenses must accompany this application. If qualified, also include a copy of your certificate from a minority/women business program. Please ask your insurance agent to submit a copy of your Certificate of Insurance and Bonding.

PLEASE PRINT OR TYPE

DATE: _____

Business Name: _____

Owner/Representative: _____

Business Address:

Number Street City Zip Code

Mailing Address: _____
Number Street City Zip Code

Area Code/Phone Numbers: _____
Office Fax Mobile

Federal I.D. #: _____

If not incorporated, Social Security #: _____

Privilege Tax #: _____ **Expiration Date:** _____

Registrar of Contractors #: _____ **Expiration Date:** _____

Classification Number: _____ **Expiration Date:** _____

Do you have a General Contractor’s License in this area? Yes No

Are you registered with a minority/women’s business enterprise program or LSA?
 Yes No

If your answer is “YES,” please submit a copy of certification.

Please check the type(s) of construction you have performed in the last year:

Home Remodeling Home Building Major Construction – if checked, please specify details:

Please list all education and training that you have had specific to Building Science and Weatherization.

| <i>Training</i> | <i>Date</i> |
|-----------------|-------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Please list all Certifications that you have obtained related to Building Science or Weatherization.

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

List two major supplies from whom you purchase most of your supplies:

| <i>Name</i> | <i>Address</i> | <i>City</i> | <i>Area Code/Phone</i> |
|-------------|----------------|-------------|------------------------|
| _____ | | | |
| _____ | | | |

List two financial institutions (banks, savings and loan association, etc.) with whom you have established credit:

| <i>Name</i> | <i>Address</i> | <i>City</i> | <i>Area Code/Phone</i> |
|-------------|----------------|-------------|------------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

How long have you been in the contracting business? _____
Years *Months*

List the names and addresses of the last three clients for whom you have completed construction:

| <i>Name</i> | <i>Address</i> | <i>City</i> | <i>Area Code/Phone</i> |
|-------------|----------------|-------------|------------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Approximately how many jobs have you completed as a general contractor? _____

What is the smallest/value job you have done? _____

What is the largest/value job you have done? _____

How many employees do you employ full-time? _____

Have you ever worked for the Department of Housing and Urban Development (HUD)?

Circle One: Yes No

If Yes: when and where?

What type of job?

Please complete the following ethnic information, gathered by HUD for statistical purposes only:

Please check one:

- _____ White
- _____ Black
- _____ American Indian/ Alaskan Native
- _____ Hispanic
- _____ Asian/ Pacific Islander

**THE UNDERSIGNED CONTRACTOR CETIFIES THAT ALL INFORMATION GIVEN
HEREIN IS SUBSTANTIALLY CORRECT AND FURTHER AGREES:**

- Contractor License Class and bond are current, and the undersigned contractor agrees to maintain in current status all licenses and bonds as required by the contracting agency.
- That the work be performed in accordance with the property requirement standards.
- That if the work performed by the contractor is found to be unsatisfactory by the administering agency or if contract relations between the contractor, homeowner or other parties are found to be unsatisfactory, that the administering agency may remove the contractor's name from the approved list, with such accompanying publicity as it deems necessary.
- The contractor will abide by the federal regulations pertaining to equal employment opportunity.
- That the work will be done in conformance with all appliance codes and zoning regulations.
- Upon award of bid/contract, please request that a Certificate of Insurance and Worker's Compensation Certificate be sent to *Insert Agency*.

Contractor Signature: _____ **Date:** _____

D. CONTRACTOR INFORMATION REGARDING DEBARMENT AND SUSPENSION

CONTRACTOR'S NAME: _____

Certification Regarding Debarment, Suspension, and Other Responsibility Matters Primary Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

(Before Signing Certification, Read Attached Instruction)

1. The prospective contractor certifies to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offense enumerated in paragraph (1)(b) of this certification; and
 - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Name (Print)

Title

Signature

Date

E. CHANGE ORDER REQUEST #1

| | | | | | | | | |
|---|---|---|--|--|--|---|---------------------|------------------------|
| Work Order #: 12345 | | Homeowner: Jane Doe | | Address: 254 Anywhere Street, Avondale, AZ 85323 | | Date: 1/20/2015 | | |
| Contractor: Anyone Heat & Cooling | | Current Completion Date: 1/25/2015 | | Days required to Complete changes: 1 | | Revised completion Date: 1/26/2015 | | |
| Amount of this Change Order: \$161.89 | | Amount of Prior Change Orders to Date: \$0.00 | | Percent of original contract: 3.05% | | Amount of original contract: \$5,300.00 | | |
| | | | | | | Adjusted Contract Amount: \$5,461.89 | | |
| No. | Scope of Work Item | | | | | | Add (Delete) | Source of Funds |
| 1 | After removal of existing HVAC system spliced wiring found. Install 50' of electrical wire from breaker to new HVAC system. | | | | | | \$128.00 | APS |
| | | | | | | | | |
| | | | | | | | | |
| | Total | | | | | | \$128.00 | |
| | 20% Profit and Overhead | | | | | | \$25.60 | |
| | Tax Rate | | | | | | 5.395% | |
| | Tax | | | | | | \$8.29 | |
| | Does this Change Order involve ground disturbing activities? (circle one) Yes / No | | | | | | Grand Total | \$161.89 |

APPROVALS REQUIRED

General Contractor _____ **Date** _____ **Program Funder** _____ **Date** _____
Agency Representative _____ **Date** _____ **Client Signature** _____ **Date** _____

F. CHANGE ORDER JUSTIFICATION

| Property: | | 254 Anywhere Street, Avondale, AZ 85323 | | | |
|---|------|--|-------------------|--|--|
| ReHab Specialist/Program Coordinator: | | Mario Flores | | | |
| Description | Unit | Quantity Needed | Cost Per Unit | Pricing Source | Total Cost That Includes Material, Labor and Equipment |
| 10 gauge electrical wiring | LF | 50 | 2.97 | 2014 NATIONAL HOME IMPROVEMENT ESTIMATOR | \$148.50 |
| | | | | | \$ |
| | | | | | \$ |
| | | | | | \$ |
| Breakdown | | | | | |
| Total Items Above | | | \$ 148.50 | | |
| Profit @ 10.00% | | | \$ 14.85 | | |
| Overhead @ 10.00% | | | \$ 14.85 | | |
| TAX 5.720% | | | \$ 10.19 | | |
| <i>(INSERT AGENCY NAME) Suggested Total of Change Order</i> | | | \$ 188.39 | | |
| Contractors Total On Submitted Change Order Request | | | \$ 161.89 | | |
| Cost difference Between Subgrantee VS. Contractor | | | \$ (26.50) | | |
| Percent difference Between Subgrantee VS. Contractor | | | -14.07% | * | |
| *Percent difference should not exceed 15%, if it does please negotiate price with contractor before approving | | | | | |

G. BUILDING SHELL MEASURES

a. INSULATION / AIR BARRIER SPECIFICATIONS & PRICING QUOTE

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

Estimate to insulate in accordance with (INSERT GRANTEE'S NAME) Weatherization energy efficiency standards and installation methods. Insulation must be evenly installed with no voids, gaps, misalignments, or compression issues. Precautions must be taken when insulating around or on electrical boxes and/or heat producing fixtures. Proper shielding, if necessary, shall be installed by insulation contractor in order to properly insulate all areas. Contractor is responsible for air sealing around all accessible existing penetrations through the air barrier including combustion vents, plumbing vents and all exposed soffits to ensure the insulation's performance. For attic insulation, all wall cavities and drop downs that are exposed to attic shall be capped and insulated over or filled with insulation to assure insulation is in direct contact with air barrier. Contractor is responsible for installing enough insulation to guarantee an R-38 value after settling. ALL attic access hatches shall have a gasket installed to ensure no air leakage and attic hatches in conditioned space shall have rigid foam secured to hatch to match R-value of insulation installed. All work must be performed in accordance to the [Standard Work Specifications from DOE](#) under Insulation in Subtopics 4.1006 and sequential subtopics.

All Insulation product must meet or exceed [EPA recovered material rule](#).

All change orders must be approved prior to performing additional work.

Insulation amount shall also be identified at nearest or easiest attic access point. After completion, all jobs will be inspected by (INSERT AGENCY NAME) auditor to assure quality installation. Complete installation must include all labor, and materials to perform services. Contractor MUST provide details on each invoice listing actual R-Value, type of material used, quantity of material and square foot covered.

Contractor is responsible for protecting the client's personal items during insulation (cover clothing if accessing the attic in a closet, etc.) and for leaving the job site clean and hauling away job debris.

Project commencement and completion must be accomplished within _____ working days of notice to proceed.

Contractor must include permit fees (if applicable) labor and materials to complete project

| ATTICS: CELLULOSE | |
|--|-------------------------|
| Scope of Work | Sq. Ft. Estimate |
| Bring R- <u>0</u> to R- <u>38</u> | \$ |
| Bring R- <u><19</u> to R- <u>38</u> | \$ |

| ATTICS: FIBERGLASS BLOWN | |
|---|-------------------------|
| Scope of Work | Sq. Ft. Estimate |
| Bring R- <u>0</u> to R- <u>38</u> | \$ |
| Bring R- <u><19</u> to R- <u>38</u> | \$ |
| | |
| Scope of Work | Sq. Ft. Estimate |
| Kneewall : Install new Fiberglass batts | \$ |
| Kneewall: Re-align existing Fiberglass batts | \$ |
| Re-align fiberglass to attic floor | \$ |
| Remove insulation from attic to allow for proper insulation | \$ |

| Scope of Work | Price per hatch |
|-----------------------------------|------------------------|
| Install rigid foam on attic hatch | \$ |

| Scope of Work | Price per hatch |
|-----------------------------|------------------------|
| Install attic access gasket | \$ |

| Scope of Work | Per Truss price |
|----------------------|------------------------|
| Install Baffles | \$ |

| Scope of Work | |
|------------------------------------|----|
| Install attic damming around hatch | \$ |

| Scope of Work | |
|---|----|
| Additional Fee's Please explain (i.e. Trip charge, estimators charge) | \$ |

Contractor's Signature: _____

b. Insulation Scope of Work/Notice to Proceed

Date: _____ PO#: _____ Contractor: _____

Ordered by: _____

Client Name: _____

Address: _____

Phone #: _____

All work must be performed in accordance with guidelines as established in the RFP and contract #100-2009. Contractor is responsible for pulling all required permits and following building codes.

Roof Pitch: Low Standard Sq. Ft. _____ Ceiling Height: _____

Number Of Attic Accesses: _____ Location of Attic Accesses: _____

Insulation Dam Needed: Yes No Attic Hatch Gasket Needed: Yes No

Type of Existing Insulation: *(Check All That Apply And Specify Amounts/ Sq. Ft.)*

Cellulose BFG FG Batts Existing Depth (In Inches): _____

If FG Batts, Which Is Requested: Realignment Removal Sq. Ft. _____

Drop Soffits: Yes No Sq. Ft. _____ Depth (In Inches): _____

Other Insulation _____

(Check All That Apply And Specify Amounts / Sq. Ft.)

Bird Blocking: Yes No _____ Recessed Can Lights: Yes No _____

Attic Baffles: Yes No _____ Air Barriers Needed: Yes No _____

Knee walls: Yes No _____ Location of Air Barriers: Yes No _____

Knee walls need to be realigned: Yes No

Additional Information: _____

Received Date _____

Subcontractor Signature _____

Start Date _____

c. Pressure Diagnostic Guided-Directed Duct Sealing: Specification and Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

Contractor is responsible for providing duct sealing measures in accordance with NREL Standard Work Specifications or other state directed minimum standards designed to ensure the health and safety of the occupants while improving energy efficiency. (See the Governor Office of Energy Policy Guidelines for DUCT REPAIR AND AIR SEALING) **Refer to the [Standard Work Specifications from DOE](#) under air sealing ductwork subtopics 3.1602 and sequential subtopics.**

All work to be done utilizing Lead Safe Work Practices when applicable including a designated Lead Renovator to oversee set up, work in progress and cleanup and shall require the LSW forms to be filled out and signed and pictures provided showing the work is being done according to guidelines (see Renovation Recordkeeping Checklist). Contractor is responsible for leaving the job site clean, hauling away existing materials (if applicable) and for properly disposing of existing materials to meet EPA regulations.

All pricing shall include labor and materials required to perform the services.

All new whole house duct system installs will require Manual D. Contractor is responsible to provide the Manual D report to (INSERT AGENCY NAME). Contractor is responsible for properly sizing new ductwork and ensure proper airflow to the conditioned space. All duct connections will be sealed when new runs are installed even if contractor is replacing flex only and cost to be included with prices below for duct replacement and new ductwork

Charge for Manual D \$ _____

| MEASURES | | |
|---|--------------------|---------------|
| Duct Sealing | | Per Unit Cost |
| Properly seal all drywall to boot connections and accessible seams within arm’s reach | Price per register | \$ |
| Seal plenum/ elbow / transition | | \$ |
| Cap ends of trunk for proper seal | | \$ |
| Seal platform / cavity return with duct board and mastic | | \$ |

| Pressure Relief | | Cost |
|---|--|-------------|
| One bedroom jumper | | \$ |
| Each additional room (jumper) | | \$ |
| Pass thru Vents (2) in Wall per room 24x10 | | \$ |

NEW DUCT SYSTEM

ITEM 1: New Flex Return (per drop price includes can, collar, bar faced filter grill, duct run and sealing at both ends)

| Description and Scope of Work | | Unit Price |
|--------------------------------------|-----|-------------------|
| a. | 14" | \$ |
| b. | 16" | \$ |
| c. | 18" | \$ |
| d. | 20" | \$ |

ITEM 2: New Flex Supply Drop (provide a per drop price here includes can, collar, bar faced grill, duct run and sealing at both ends)

| Description and Scope of Work | | Unit Price |
|--------------------------------------|-----|-------------------|
| a. | 6" | \$ |
| b. | 8" | \$ |
| c. | 10" | \$ |
| d. | 12" | \$ |
| e. | 14" | \$ |

ITEM 3: Replace existing flex run - \$Per Bag (25ft) R-8 (includes sealing at both ends)

| Description and Scope of Work | | Unit Price |
|--------------------------------------|-----|-------------------|
| a. | 6" | \$ |
| b. | 8" | \$ |
| c. | 10" | \$ |
| d. | 12" | \$ |
| e. | 14" | \$ |
| f. | 16" | \$ |
| g. | 18" | \$ |
| h. | 20" | \$ |

| ITEM 4: Register Replacements (All Ceiling supply and return registers to be bar faced and price includes boot to drywall sealing) | | |
|---|---------------------------|------------|
| Description and Scope of Work | | Unit Price |
| a. | Floor registers (10x4) | \$ |
| b. | Ceiling Registers (12x12) | \$ |
| c. | Return Register (20x30) | \$ |

| ITEM 5: Lead Home Management Fee | | |
|--|--|------------|
| Description and Scope of Work | | Unit Price |
| To include recordkeeping checklist, pictures of containment, work in progress and clean up signed off by Certified Renovator | | \$ |

| | |
|--|----|
| ITEM 6: Mobil Home Flex Additional Cost | \$ |
|--|----|

Contractor's Signature _____ **Date** _____

d. Duct Sealing Scope of Work/Notice to Proceed

Date: _____ PO#: _____ Contractor: _____

Ordered by: _____

Client Name: _____

Address: _____

Phone #: _____

All work must be performed in accordance with guidelines as established in the RFP and contract #100-2015. Must meet all NREL / SWS specifications. Contractor is responsible for pulling all required permits (if applicable) and following building codes.

Seal boot to drywall # of connections: _____ Replace flex only Number of ducts: _____

Seal plenum/ cavity return with ductboard Sizes of flex: _____

Cap ends of trunk for proper seal Install new supply duct run complete Locations: _____

Seal plenum/ transition/ elbow Number of runs: _____

Replace return filter frame to a bar face Sizes of runs: _____

Install 1 case of Filters Size: _____ Replace Supply registers

Install pass thru vents if needed Location(s): _____ Number of Registers: _____

Install jumper duct complete Location(s): _____

House Mobile Insulation? Contractor: _____

Comments _____

Received Date

Subcontractor Signature

Start Date

e. Envelope Sealing: Specifications and Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

Estimate to install envelope tightening measures in accordance with federal energy efficiency standards and installation methods including Lead Safe Weatherization (LSW) (if applicable).

All work to be done utilizing Lead Safe Weatherization Work Practices including a designated Renovator to oversee set up, work in progress and cleanup and shall require the LSW forms to be filled out and signed and pictures provided showing the work is being done according to guidelines (see Renovation Recordkeeping Checklist).

Contractor is responsible for leaving the job site clean, hauling away existing materials (if applicable) and for properly disposing of existing materials to meet EPA regulations.

All Envelope Sealing, where required, will be performed to the [SWS available online](#) and refer to Subtopics 3.1001 and sequential subtopics in Air Sealing.

REPLACEMENT: Contractor must include permit fees (if applicable), labor and materials to complete project.

| Glass Replacement | |
|--|---------------------|
| Scope of Work | Sq. Ft. Cost |
| Glazing window replacement per square foot | \$ |

| Drywall Replacement (Drywall repairs shall be made ready for texture and paint) | |
|--|---------------------|
| Scope of Work | Sq. Ft. Cost |
| Drywall replacement per square foot | \$ |

| Duct Board Installation | |
|---|---------------------|
| Scope of Work | Sq. Ft. Cost |
| Duct board installation per square foot | \$ |

| Description and Scope of Work | Unit Price |
|--|------------|
| Lead Home Management Fee | |
| To include recordkeeping checklist, pictures of containment, work in progress and clean up signed off by Certified Renovator | \$ |

Contractor Signature _____

Date _____

f. Envelope Sealing Scope of Work / Notice to Proceed

Date: _____ PO#: _____ Contractor: _____

Ordered by: _____

Client Name: _____

Address: _____

Phone #: _____

All work must be performed in accordance with guidelines as established in the RFP and contract #100-2015. Contractor is responsible for pulling all required permits and following building codes.

| | <u>Location</u> | <u>Approx. Sq. Ft.</u> |
|---|-----------------|------------------------|
| <input type="checkbox"/> Replace Broken Glass | _____ | _____ |
| <input type="checkbox"/> Repair/ Replace Drywall | _____ | _____ |
| <input type="checkbox"/> Install Duct Board | _____ | _____ |
| <input type="checkbox"/> Lead Home Management Fee | | |

Received Date

Subcontractor Signature

Start Date

g. Windows and Doors Specifications and Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

Estimate to remove and replace windows and doors in accordance with federal energy efficiency standards and installation methods including Lead Safe Weatherization (LSW) (if applicable).

Contractor is responsible for leaving the job site clean, hauling away job debris, and existing equipment (if applicable) and for properly disposing of existing materials to meet LSW regulations.

Project commencement and completion must be accomplished within _____ working days of notice to proceed.

REPLACEMENT: Contractor must include permit fees (if applicable), sales taxes, labor and materials to complete project.

| WINDOW REPLACEMENT: (Brand _____) | |
|---|--------------|
| Scope of Work | Sq. Ft. Cost |
| Insulated dual pane, Low-E, White, Vinyl Window | \$ |
| Pre-hung, weatherstripped, insulated metal door | \$ |
| Pre-hung, weatherstripped, solid core wood door | \$ |

=====

REPAIRS: Provide labor rate per hour for window and door repairs.

| WINDOW AND DOOR REPAIRS | |
|--------------------------------|----|
| Labor Rate Per Hour- Door | \$ |
| Labor Rate Per Hour- Windows | \$ |

Materials will be reimbursed at actual cost with an allowance for handling of materials at a percentage of actual cost. Contractor will be required to submit the actual material receipt with all reimbursement requests.

| | |
|---|----|
| Handling Cost _____% of actual materials cost | \$ |
|---|----|

Signature

Date

h. Fabrication and Installation of Solar Sun Screens Specifications and Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

Estimate to measure, fabricate and install 80% solar sunscreens in accordance with federal energy efficiency standards. Complete installation must include all labor and materials to perform services. Provide four standard frame colors to ensure color compatibility of most houses. Screens must be fastened for quality fit, guaranteed not to fall off. Contractor will honor workmanship.

Contractor is responsible for leaving the job site clean and hauling away job debris.

Project commencement and completion must be accomplished within **14 days** working days of notice to proceed.

Contractor must include permit fees (if applicable) labor and materials to complete project.

| SQ. FT. ESTIMATE | ADDITIONAL CHARGES |
|--|--------------------------------|
| \$ | \$ (please explain the charge) |
| <i>Explanation for Additional Charge (i.e. measurement trip charge):</i> | |

Attach information regarding the type of materials used to perform services

Contractor Signature

Date

i. Solar Sun Screens Scope of Work / Notice to Proceed

Date: _____ PO#: _____ Contractor: _____

Ordered by: _____

Client Name: _____

Address: _____

Phone #: _____

All work must be performed in accordance with guidelines as established in the RFP and contract # _____. Contractor is responsible for pulling all required permits and following building codes.

Frame Color: MATCH

Screen Color: BLACK

Location of Windows to be Screened:

| NORTH | SOUTH | EAST | WEST |
|-------|-------|------|------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

NOTES _____

Received Date

Subcontractor Signature

Start Date

j. Reflective Roof Coating Specifications and Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

Measure, provide and install DOE approved elastomeric reflective roof coating brushed or rolled on. If awarded, Contractor must agree to complete individual work order requests within 7 days of receipt of work order.

Estimate to measure, fabricate and install solar sunscreens in accordance with federal energy efficiency standards. Complete installation must include all labor and materials to perform services.

Contractor is responsible for leaving the job site clean, hauling away existing equipment (if applicable) and for properly disposing of existing equipment to meet EPA regulations.

Project commencement and completion must be accomplished within _____ working days of notice to proceed.

Contractor must include permit fees (if applicable), sales taxes, labor and materials to complete project.

| | |
|--------------------------|-----------|
| Sq. Ft. Estimate: | \$ |
|--------------------------|-----------|

Attach information regarding the type of materials used to perform services

Signature

Date

k. Mechanical Ventilation Scope, Specifications and Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

Contractor is responsible for leaving the job site clean, hauling away job debris, and existing equipment (if applicable) and for properly disposing of existing equipment.

All ventilation to be installed in accordance with the [Standard Work Specification](#) required by DOE and can be found at under the Ventilation section. Refer to Subtopics 6.6201 and sequential subtopics.

Please list the Manufacturer brand name and model you will be using for the scope of work listed below.

New exhaust fan can be installed in place of existing bath fan or laundry room fan if room is open to main body of house, using existing electrical service. Contractor to verify that circuit will not be compromised or overloaded. New Fan must be type that is adjustable speed and **continuous** with motion sensor or humidity sensor and a CFM range from 30 to 80 cfm. or 50 to 130 cfm. Noise level (Sones) must be less than 1. Fan must be ducted to outside with shortest possible length, must have functioning damper and duct should be hard duct, when possible, insulated and sealed with minimum length and bends. Fan speed adjustment will be made after final Blower Door cfm50 is established by (INSERT AGENCY NAME) staff. Installed price to include complete ducting to outside, proper termination housing and functioning damper, and all labor and materials.

| ITEM 1: Mechanical Ventilation | |
|--|-------------------------------|
| Description of Scope of Work | Unit Price |
| Install ASHRAE compliant mechanical ventilation as described above | CONTRACTOR'S BID AMOUNT \$ |
| 30 to 80 cfm | |
| 50 to 130 cfm | |
| New electrical run | |

| ITEM 2: Ventilation | |
|-------------------------------------|-------------------|
| Description of Scope of Work | Unit Price |
| Clean and Seal existing exhaust fan | \$ |

| ITEM 3: Ventilation | |
|--|-------------------|
| Description of Scope of Work | Unit Price |
| Clean out dryer duct to ensure no blockage | \$ |

| ITEM 4: Ventilation | |
|--------------------------------------|-------------------|
| Description of Scope of Work | Unit Price |
| Duct existing exhaust fan to outside | \$ |

| ITEM 5: Ventilation | |
|--|-------------------|
| Description of Scope of Work | Unit Price |
| Install ducted kitchen exhaust fan/ range hood | \$ |

| ITEM 6: Ventilation | |
|-------------------------------------|-------------------|
| Description of Scope of Work | Unit Price |
| Install ducted bathroom exhaust fan | \$ |

| ITEM 7: Ventilation | |
|---|-------------------|
| Description of Scope of Work | Unit Price |
| Install Dryer vent termination box with flapper | \$ |

Contractor Signature

Date

I. Mechanical Ventilation Scope of Work/Notice to Proceed

Date: _____ PO#: _____ Contractor: _____

Ordered by: _____

Client Name: _____

Address: _____

Phone #: _____

All work must be performed in accordance with guidelines as established in the RFP and contract #_____. Contractor is responsible for pulling all required permits and following building codes.

| <u>Description of Scope of Work</u> | <u>Location</u> |
|--|-----------------|
| ITEM 1: Mechanical Ventilation | |
| <input type="checkbox"/> Install ASHRAE compliant mechanical ventilation | _____ |
| <input type="checkbox"/> 30 to 80 cfm | _____ |
| <input type="checkbox"/> 50 to 130 cfm | _____ |
| <input type="checkbox"/> New electrical run | _____ |
| ITEM 2: Ventilation | |
| <input type="checkbox"/> Clean and Seal existing exhaust fan | _____ |
| ITEM 3: Ventilation | |
| <input type="checkbox"/> Clean out dryer duct to ensure no blockage | _____ |
| ITEM 4: Ventilation | |
| <input type="checkbox"/> Duct existing exhaust fan to outside | _____ |
| ITEM 5: Ventilation | |
| <input type="checkbox"/> Install ducted kitchen exhaust fan/ range hood | _____ |
| ITEM 6: Ventilation | |
| <input type="checkbox"/> Install ducted bath exhaust fan | _____ |
| ITEM 7: Ventilation | |
| <input type="checkbox"/> Install Dryer vent termination box with flapper | _____ |

| | | |
|---------------|-------------------------|------------|
| Received Date | Subcontractor Signature | Start Date |
|---------------|-------------------------|------------|

H. MECHANICAL MEASURES

a. HVAC SPECIFICATIONS AND PRICING QUOTE

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

All new HVAC installations are to be performed in accordance with the most recent Universal Mechanical Code and/or local building code and (INSERT GRANTEE'S NAME) Weatherization Standards.

All Permits when required, will be the responsibility of the Contractor to obtain and secure prior to starting work. Upon completion contractor will provide proof of completion and passing inspection before final payment can be made.

The Contractor shall leave all literature on the new units with the client and shall also inform the client of proper care and maintenance required on the new units and warranty information. Contractor must leave Contractor's contact information with the client so that they know who to contact in the event that a warranty arises.

If required by system, all venting and combustion air shall be installed in accordance with AGA and GAMA specification and/or local building code and (INSERT GRANTEE'S NAME) Weatherization Standards. New gas forced air furnaces shall have pilotless ignition.

All duct work connections to the new system shall be sealed, on all sides, with a non-toxic, Department of Energy industry approved, mastic duct sealant applied per manufacturers specifications. **Refer to the [Standard Work Specifications](#) for duct sealing requirements under Subtopics 3.1602 and for HVAC/Heating and Cooling in Subtopics 5.3003 and sequential subtopics**

All installation estimates shall include removal and proper disposal of existing equipment, capping and sealing and/ or removal of abandoned ductwork, recovery of refrigerant from existing system as required by law. Contractor must retain documentation (for a minimum of 5 years) that proves that refrigerant was handled according to EPA standards. (INSERT AGENCY NAME) retains the right to examine these documents as necessary.

Contractor is to ensure that all units are properly charged to the manufacturer's specifications using superheat/sub cooling method. After install and all ductwork is completed Contractor shall measure static pressure across the coil to ensure proper

airflow. Contractor is to verify adequate duct size and proper air flow within 10% to all conditioned spaces. Project commencement and completion must be accomplished within **7 working days** of notice to proceed.

All work to be done utilizing Lead Safe Weatherization (LSW) Work Practices when applicable including a designated Renovator to oversee set up, work in progress and cleanup and shall require the LSW forms to be filled out and signed and pictures provided showing the work is being done according to guidelines (see Renovation Recordkeeping Checklist).

Contractor is responsible for leaving the job site clean, hauling away existing equipment (if applicable) and for properly disposing of existing equipment to meet EPA regulations

All Contractor bid amounts below for installs of package units to include new elbow or roof curb, t-stat and stand, disconnect and fuses, breaker and condensate drain. All installs of gas split systems to include, t-stat, disconnect, fuses, breaker evap. drain pan, flue system and gas line. All tie-ins to ductwork to be sealed with a U.L approved duct mastic. Contractor is to ensure that all units are properly charged to the manufacturer’s specification. Contractor is responsible for properly sizing unit using a Manual J. Copy of Manual J and Air-Conditioning Heating and Refrigeration Institute (AHRI) Certificate must be provided to (INSERT AGENCY NAME) upon completion of work and at time of final invoice. For more information, visit the [AHRI website](#).

REPLACEMENT: Contractor must include labor and materials to complete project.

| ITEM 1 | |
|--|-------------------------|
| Description Of Scope Of Work | Unit Price |
| Removal of forced air furnace in closet and evaporative cooler on roof and replace with new 14-SEER Gas Pac unit on roof. Price should include sealing existing furnace, capping gas or electric and running new gas and electrical lines to roof for the following sizes: | CONTRACTOR'S BID AMOUNT |
| | \$ |
| 2.0 Ton | |
| 2.5 Ton | |
| 3.0 Ton | |
| 3.5 Ton | |
| 4.0 Ton | |
| 5.0 Ton | |

| ITEM 2 | |
|---|-------------------------------|
| Description Of Scope Of Work | Unit Price |
| Removal of existing system and replace with new 14-SEER package heat pump | CONTRACTOR'S BID AMOUNT \$ |
| 2.0 Ton | |
| 2.5 Ton | |
| 3.0 Ton | |
| 3.5 Ton | |
| 4.0 Ton | |
| 5.0 Ton | |

| ITEM 3 | |
|--|-------------------------------|
| Description Of Scope Of Work | Unit Price |
| Removal of existing system and replace with new 14-SEER split system heat pump Residential | CONTRACTOR'S BID AMOUNT \$ |
| 2.0 Ton | |
| 2.5 Ton | |
| 3.0 Ton | |
| 3.5 Ton | |
| 4.0 Ton | |
| 5.0 Ton | |

| ITEM 4 | |
|---|-------------------------------|
| Description Of Scope Of Work | Unit Price |
| Removal of existing system and replace with new 14-SEER split system heat pump Mobil Home | CONTRACTOR'S BID AMOUNT \$ |
| 2.0 Ton | |
| 2.5 Ton | |
| 3.0 Ton | |
| 3.5 Ton | |
| 4.0 Ton | |
| 5.0 Ton | |

| ITEM 5 | |
|---|-------------------------------|
| Description Of Scope Of Work | Unit Price |
| Removal of existing system and replace with new 14-SEER split system a/c with gas furnace | CONTRACTOR'S BID AMOUNT \$ |
| 2.0 Ton | |
| 2.5 Ton | |
| 3.0 Ton | |
| 3.5 Ton | |
| 4.0 Ton | |
| 5.0 Ton | |

| ITEM 6 | |
|---|-------------------------------|
| Description Of Scope Of Work | Unit Price |
| Removal of existing system and replace with new 14-SEER split A/C with Mobile Home style gas furnace sealed combustion unit | CONTRACTOR'S BID AMOUNT \$ |
| 2.0 Ton | |
| 2.5 Ton | |
| 3.0 Ton | |
| 3.5 Ton | |
| 4.0 Ton | |
| 5.0 Ton | |

| ITEM 7 | |
|--|-------------------------------|
| Description Of Scope Of Work | Unit Price |
| Removal of existing and replace with 14 SEER Gas Pac | CONTRACTOR'S BID AMOUNT \$ |
| 2.0 Ton | |
| 2.5 Ton | |
| 3.0 Ton | |
| 3.5 Ton | |
| 4.0 Ton | |
| 5.0 Ton | |

| CRANE CHARGE | |
|---------------------|----|
| Rate Per Job | \$ |

| PERMIT FEES | |
|--------------------|----|
| Per Job | \$ |

| Manual J FEE | |
|---------------------|----|
| Per Job | \$ |

| DIAGNOSTIC FEE | |
|---|----|
| Charge to diagnose system and provide detailed estimate for repair or replacement | \$ |

| NEW LINE SET | |
|----------------------|----|
| Install new Line Set | \$ |

| NEW ELECTRICAL RUN | |
|------------------------------------|----|
| Install new electrical run to unit | \$ |

| HVAC REPAIRS | |
|--|----|
| Clean evap. coil | \$ |
| Clean condenser coil | |
| Replace blower motor and capacitor | |
| Replace condenser motor and capacitor | |
| Replace capacitor- Single | |
| Replace capacitor- Dual | |
| Replace Thermostat | |
| Replace contactor | |
| Replace relay | |
| Replace circuit board | |
| Replace 3 Ton compressor | |
| Install hard start kit | |
| Repair leak (includes recovery and charge) | |
| Replace fuses | |
| Replace 40 amp breaker | |
| Replace disconnect | |
| Replace gas valve | |
| Replace gas flex line | |
| Clean/ tune furnace, adjust burners | |
| New Condenser Pad | |
| Install condensate drain | |
| Install upper and lower combustion air | |

Contractor Signature: _____ **Date:** _____

b. HVAC Scope of Work/Notice to Proceed

Date: _____ PO#: _____ Contractor: _____

Ordered by: _____

Client Name: _____

Address: _____

Phone #: _____

All work must be performed in accordance with guidelines as established in the RFP and contract #_____. Contractor is responsible for pulling all required permits and following building codes.

Install Package heat pump

Install Gas Pac

Install Split system Heat Pump

Install Split system w/ gas furnace

Size Tons _____ kBTU _____

Install new ASHRAE Fan complete

Location _____

Replace Exhaust Fan

Kitchen Bathroom Laundry Room

Vent Exhaust Fan

Kitchen Bathroom Laundry Dryer

Gas valves & flex lines

Water Heater Stove Furnace Dryer

Installs of new a/c, furnace, heat pump, gas pac to include new thermostat, gas flex and shut-off, disconnect fuses, breaker, condensate _____

House Mobile Insulation? Contractor: _____

Crane Needed? YES NO

Comments: _____

Received Date

Subcontractor Signature

Start Date

I. ELECTRIC BASE-LOAD MEASURES

a. Lighting and Refrigerators Specifications and Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

Contractor is responsible for leaving the job site clean, hauling away job debris, and existing equipment (if applicable) and for properly disposing of existing equipment to meet EPA regulations.

Project commencement and completion must be accomplished within _____ working days of notice to proceed.

Please list the Manufacturer brand name and model you will be using for the scope of work listed below.

| ITEM 1: REFRIGERATORS 18 cubic foot Freezer (Brand: _____) | |
|---|-------------------------------|
| Description of Scope of Work | Unit Price |
| 18 cubic foot refrigerator freezer. Must meet ENERGY STAR Standards or a pre-approved equal that can be proven to meet or exceed the ENERGY STAR standards. | CONTRACTOR's BID AMOUNT \$ |

| ITEM 2: COMPACT FLUORESCENT LIGHTING | |
|--|-------------------------------|
| Description of Scope of Work | Unit Price |
| Replace one incandescent light bulb with compact fluorescent lighting with 18 watt CFL. Must meet ENERGY STAR standards. | CONTRACTOR's BID AMOUNT \$ |

Signature

Date

b. Appliance Specifications and Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

Contractor is responsible for leaving the job site clean, hauling away job debris, and existing equipment (if applicable) and for properly disposing of existing equipment to meet EPA regulations. You will be required to certify with each invoice submitted that the refrigerator was disposed of properly and in accordance with the DOE requirements and EPA regulations.

Project commencement and completion must be accomplished within 7 working days of notice to proceed.

All appliances to be ENERGY STAR certified or better. Price includes labor and materials to deliver and install and dispose of existing. Prices do not include tax.

| ITEM 1: Appliances Contractor Bid Amount | |
|---|-------------------|
| Description of Scope of Work | Unit Price |
| 18 cubic foot ENERGY STAR or better refrigerator | \$ |
| 21 cubic foot ENERGY STAR or better refrigerator | \$ |
| 25 Cubic foot ENERGY STAR or better refrigerator | \$ |
| 30" Gas Range | \$ |
| Gas Cooktop | \$ |
| Electric Cooktop | \$ |
| 30" Electric Range | \$ |
| Electric Wall Oven- Double | \$ |

| ITEM 1: Appliances Contractor Bid Amount | |
|---|-------------------|
| Description of Scope of Work | Unit Price |
| Electric Wall Oven- Single | \$ |
| Gas Wall Oven – Double | \$ |
| Gas Wall Oven – Single | \$ |
| Special Installation Charge If applicable | \$ |
| Delivery and Recycle Fee (if applicable) | \$ |
| Replace gas flex and shutoff valve | \$ |
| Top load Washer/ dryer combo | \$ |

Contractor Signature

Date

c. Appliances Scope of Work/Notice to Proceed

Date: _____ PO#: _____ Contractor: _____

Ordered by: _____

Client Name: _____

Address: _____

Phone #: _____

All work must be performed in accordance with guidelines as established in the RFP and contract #_____. Contractor is responsible for pulling all required permits and following building codes.

Additional Notes

- 18" fridge w/ either left or right opening _____
- 30 electric stand-alone stove _____
- 30 gas stand-alone stove _____
- 30 electric cooktop _____
- 30 electric gas cooktop _____
- 30 electric drop in stove _____
- 30 gas drop in stove _____
- 30 electric wall oven _____
- 30 gas wall oven _____
- Range Hood _____
- Working Gas shut off valve & _____ flex line _____

Received Date

Subcontractor Signature

Start Date

J. HEALTH AND SAFETY MEASURES

a. Smoke and Carbon Monoxide Alarms and other Low Cost Measures: Specifications and Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”.

Contractor is responsible for leaving the job site clean and hauling away job debris. All materials must be UL Listed and approved

REPLACEMENT: Contractor must include permit fees (if applicable), labor and materials to complete project.

| ITEM 1: SMOKE DETECTOR | |
|------------------------------|------------|
| Description of Scope of Work | Unit Price |
| Battery powered Smoke Alarm | \$ |

| ITEM 2: CARBON MONOXIDE (CO) | |
|------------------------------|------------|
| Description of Scope of Work | Unit Price |
| Battery powered CO Alarm | \$ |

| ITEM 3: Smoke/ CO Combo | |
|--------------------------------------|------------|
| Description of Scope of Work | Unit Price |
| Battery powered Smoke/CO Combo Alarm | \$ |

| ITEM 4: CFL Bulbs | |
|------------------------------|------------|
| Description of Scope of Work | Unit Price |
| Install CFL Light Bulb | \$ each |

| ITEM 5: Air Filters | |
|------------------------------|------------|
| Description of Scope of Work | Unit Price |
| 1 case of 20x30 air filters | \$ |

| ITEM 6: Weatherstrip (Weatherstrip must be push in type or mechanically fastened No tape backed) | |
|--|------------|
| Description of Scope of Work | Unit Price |
| Install Weatherstrip per door price | \$ |

| ITEM 7: Door Sweep | |
|-----------------------------------|------------|
| Description of Scope of Work | Unit Price |
| Install Door Sweep per door price | \$ |

| ITEM 8: Paint Elbow | |
|--|------------|
| Description of Scope of Work | Unit Price |
| Paint a/c Elbow with white Elastomeric paint | \$ |

REPAIRS: Provide labor rate per hour for general repairs.

| GENERAL REPAIRS | |
|------------------------|----|
| Labor Rate Per Hour | \$ |

Materials will be reimbursed at actual cost with an allowance for handling of materials at a percentage of actual cost. Contractor will be required to submit the copy of the actual receipt with all reimbursement requests.

| | |
|---|----|
| Handling Cost _____% of actual materials cost | \$ |
|---|----|

Contractor Signature

Date

b. Water Heaters Specifications and Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

All new water heater installations and associated work are to be performed in accordance with the most recent local building codes. All work, when applicable, must comply with standards set forth in the [Standard Work Specifications](#) required by DOE. Details can be found at Under **Baseloads, Subtopic 7.8102 and sequential subtopics.**

Permits, when required, will be the responsibility of the Contractor to ensure that necessary permits have been secured prior to starting work. When a permit is required, proof of permit approval will be provided to (INSERT AGENCY NAME) along with final invoice in order to reimburse.

The Contractor shall be responsible for ensuring properly sized gas lines, combustion air, venting, pressure release valves, and proper electrical requirements. The Contractor shall leave all literature on the new units with the client and shall also inform the client of proper care and maintenance required on the new units.

All gas flue systems shall have proper shielding and collars where penetrating ceiling and roof to provide clearance from combustibles per code.

Contractor is responsible for leaving the job site clean, hauling away debris, and existing equipment (if applicable) and for properly disposing of existing equipment to meet EPA regulations.

Project commencement and completion must be accomplished within **7 working days** of notice to proceed.

All work to be done utilizing Lead Safe Work Practices when applicable including a designated Renovator to oversee set up, work in progress and cleanup and shall require the LSW forms to be filled out and signed and pictures provided showing the work is being done according to guidelines. (see Renovation Recordkeeping Checklist)

Contractor is responsible for leaving the job site clean, hauling away existing equipment (if applicable) and for properly disposing of existing equipment to meet EPA regulations

Contractor is responsible for hauling away existing equipment and for properly disposing of existing equipment. Contractor must include permit fees, sales taxes, labor and materials to complete project.

REPLACEMENT: Contractor must include labor and materials to complete project.

| ITEM 1: GAS WATER HEATER | | |
|-------------------------------------|-----------|-------------------------------|
| Description of Scope of Work | | Unit Price |
| 1.1 | 30 Gallon | CONTRACTOR'S BID AMOUNT \$ |
| 1.2 | 40 Gallon | \$ |
| 1.3 | 50 Gallon | \$ |

| ITEM 2: ELECTRIC WATER HEATERS | | |
|---------------------------------------|-----------|-------------------|
| Description of Scope of Work | | Unit Price |
| 2.1 | 30 Gallon | \$ |
| 2.2 | 40 Gallon | \$ |
| 2.3 | 50 Gallon | \$ |

| ITEM 3: MANUFACTURED HOME HOT WATER HEATER | | |
|---|-----------|-------------------|
| Description of Scope of Work | | Unit Price |
| 3.1 | 40 Gallon | \$ |

| ITEM 4: Heat Pump Water Heater complete | | |
|--|-----------|-------------------|
| Description of Scope of Work | | Unit Price |
| 3.2 | 50 Gallon | \$ |

| ITEM 5: Sealed Combustion Water Heater | | |
|---|-----------|-------------------|
| Description of Scope of Work | | Unit Price |
| 3.3 | 40 Gallon | \$ |

| OTHER DETAILS | | |
|---|--|----|
| Upper and Lower combustion air | | \$ |
| T&P Drain | | \$ |
| Install exterior shed on pad | | \$ |
| Flue system with appropriate collars for ceiling penetration, clearance from combustibles | | \$ |

| | |
|---|----|
| Gas flex line and shutoff valve | \$ |
| Water supply lines and ball valve | \$ |
| Rebuild floor for water heater placement | \$ |
| Permit Fees | \$ |

Contractors Signature

Date

c. Plumbing Scope of Work/Notice to Proceed

Date: _____ PO#: _____ Contractor: _____

Ordered by: _____

Client Name: _____

Address: _____

Phone #: _____

All work must be performed in accordance with guidelines as established in the RFP and contract # _____.

Contractor is responsible for pulling all required permits and following building codes.

Gas Electric

Manufactured Home Water heater: Yes No

Replace water heater

Replace Flue System

Install Exterior Pad/Shed

Heat Pump Water Heater

Other Comments _____

Tax Charged YES NO

Received Date

Subcontractor Signature

Start Date

K. OTHER

a. Weatherization Materials Specifications and Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: "Standards for Weatherization Services"

| MATERIAL | DETAILS |
|---|--|
| <p>ITEM # - 105B</p> <p>PRODUCT: Insulated Pipe Wrap</p> <p>SPECIFICATIONS: 2" width X 1/8" thick, with foil back, self-adhesive. 30 feet per roll. Purchase in lots of 24-60 rolls.</p> <p>(Average six months usage for bidding purposes only - 50 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 106B</p> <p>PRODUCT: Foil-Grip Tape</p> <p>SPECIFICATIONS: 3" width, 100 linear foot rolls, butyl rubber adhesive. Purchase in lots of 6-24 rolls.</p> <p>(Average six months usage for bidding purposes only - 24 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 110A</p> <p>PRODUCT: Glazing Compound (tube)</p> <p>SPECIFICATIONS: In conformance to ASTM-C1021-01, (comparable to DAP Glazing Compound). Dispenses with standard caulking gun, 10-11 oz. cartridges. Purchase in lots of 12-36 tubes. Must be oil based. Refer to Appendix A, Page SP 8.</p> <p>(Average six months usage for bidding purposes only - 36 Tubes)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Tubes per box: _____</p> <p>Price per tube: _____</p> |

Initials

| MATERIAL | DETAILS |
|--|--|
| <p>ITEM # - 123B</p> <p>PRODUCT: Open-cell Foam Tape</p> <p>SPECIFICATIONS: 3/8" x 1/2" self-adhesive, 17 feet per roll. Purchase in lots of 24-48 rolls. Rolls must be individually packaged.</p> <p>(Average six months usage for bidding purposes only - 75 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 135B</p> <p>PRODUCT: Duct Tape</p> <p>SPECIFICATIONS: 2" X 60 yards, cloth or fiber reinforced. Purchase in lots of 24-72 rolls.</p> <p>(Average six months usage for bidding purposes only - 100 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 200A</p> <p>PRODUCT: Aluminum Weatherstrip Kit</p> <p>SPECIFICATIONS: Extruded aluminum, thermo-plastic, and rubber flap. Complete set for 36" door, 1 each header, 2 each jamb 84" long. Purchase in lots of 10-100 sets.</p> <p>(Average six months usage for bidding purposes only - 80 sets)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price each: _____</p> |
| <p>ITEM # - 200C</p> <p>PRODUCT: Vinyl Weatherstrip Kit</p> <p>SPECIFICATIONS: Complete set for 36" door, 1 each header, 2 each side jamb 84" long. Foam to be dark in color (comparable to Schlegal or Foam Guard FG773W). Purchase on lots of 10-100 sets.</p> <p>(Average six months usage for bidding purposes only - 40 Sets)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price each: _____</p> |

Initials

| MATERIAL | DETAILS |
|--|---|
| <p>ITEM # - 207D</p> <p>PRODUCT: 36" Door Bottom w/drip cap</p> <p>SPECIFICATIONS: Extruded aluminum with predrilled holes for adjustment, packaged with screws. Width of 1 3/8" and a height of 1" on both sides with 1/2" height vinyl insert. Purchase in lots of 10-40.</p> <p>(Average six months usage for bidding purposes only - 50 Door Bottoms)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price each: _____</p> |
| <p>ITEM # - 207E</p> <p>PRODUCT: 36" Door Bottom w/drip cap</p> <p>SPECIFICATIONS: Extruded aluminum with predrilled holes for adjustment, packaged with screws. Width of 1 3/4" and a height of 1" on both sides with 1/2" height vinyl insert. Purchase in lots of 10-40.</p> <p>(Average six months usage for bidding purposes only - 50 Door Bottoms)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price each: _____</p> |
| <p>ITEM # - 215E</p> <p>PRODUCT: Oak Lowboy Threshold</p> <p>SPECIFICATIONS: Length 36", width 3 1/2" height 3/4". Must be solid oak construction. Purchase in lots of 10- 20.</p> <p>(Average six months usage for bidding purposes only - 25 Thresholds)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price each: _____</p> |

Initials

| MATERIAL | DETAILS |
|--|--|
| <p>ITEM # - 215G</p> <p>PRODUCT: Oak Highboy Threshold</p> <p>SPECIFICATIONS: Length 36", width 3 1/2" height 1 1/16. Must be solid oak construction. Purchase in lots of 10-20.</p> <p>(Average six months usage for bidding purposes only - 50 Thresholds)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price each: _____</p> |
| <p>ITEM # - 226A</p> <p>PRODUCT: Lockset/Keyed Entry</p> <p>SPECIFICATIONS: Universal backset, keyed separately with pairing capabilities, brass finish. Backset to be 1" barrel round, drive-in type latch bolts. Latch bolt must be adjustable. (Mortise backset will not be accepted). Attachment screws must be visible and accessible on outer face of interior collar for quick installation. Purchase in lots of 20-40.</p> <p>(Average six months usage for bidding purposes only - 50 Sets)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price each: _____</p> |

Initials

| MATERIAL | DETAILS |
|--|--|
| <p>ITEM # - 248</p> <p>PRODUCT: Mobile Home Door</p> <p>SPECIFICATIONS: Must be an out swing door for either left or right hand swing, with strong welded aluminum frame and foam filled insulation for high R-value. Must be double weatherstrip with one seal on frame and one on door. Door accessories to include keyed lock with adjustable striker, door chain, threshold, and safety glass picture window for viewing. Minimum size of window 3" X 20". Must be able to special order odd sizes. Will purchase in lots of 1-5 doors.</p> <p>(Average six months usage for bidding purposes only - 15 Doors)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Does Door Meet Specifications: _____</p> <p>Price the following sizes:</p> <p>28"X72" _____</p> <p>30"X72" _____</p> <p>30"X74" _____</p> <p>32"X72" _____</p> <p>32"X74" _____</p> <p>32"X76" _____</p> <p>Prices must be freight included as specified on cover letter.</p> |
| <p>ITEM # - 340B</p> <p>PRODUCT: Dryer Vent Hose</p> <p>SPECIFICATIONS: 4" vent hose. 20-25 linear feet per box. Aluminum multi-layered flexible metallic duct. Operating temperature range of 0 265 F Fire retardant with no exposed polyester inside or outside. AGA and UL Approved for Gas. Purchase in lots of 1-10 boxes.</p> <p><u>Please Note New Specifications for Dryer Vent Hose</u></p> <p>(Average six months usage for bidding purposes only - 400 L/F)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Linear ft. per box: _____</p> <p>Price per box: _____</p> |

Initials

| MATERIAL | DETAILS |
|--|--|
| <p>ITEM # - 341</p> <p>PRODUCT: Dryer Vent Hood</p> <p>SPECIFICATIONS: White in color. 4" throat, damper action, plastic construction, must have a min. of 5 3/4" faceplate, and must have a min. of 8" throat tube, <u>louvered preferred</u>. Purchase in lots of 12-24 each.</p> <p>(Average six months usage for bidding purposes only - 60 Vents)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price each: _____</p> |
| <p>ITEM # - 400</p> <p>PRODUCT: Water Heater Blanket</p> <p>SPECIFICATIONS: In conformance to ASTM-C553-02 Minimum R-value of 11. 40 - 60 gallon electrical water heater <u>blanket with top</u>. Purchase in lots of 5-10 each. Refer to Appendix A, Page SP 6.</p> <p>(Average six months usage for bidding purposes only - 5 blankets)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Price each: _____</p> |
| <p>ITEM # - 404B</p> <p>PRODUCT: Furnace Heat Duct Insulation</p> <p>SPECIFICATIONS: In conformance to ASTM-C553-02 minimum R-value of 11, 48" width/50' roll with vinyl backing. Purchase in lots of 5-10 rolls. Refer to Appendix A, page SP 6.</p> <p>(Average six months usage for bidding purposes only - 30 rolls)</p> | <p>VENDOR PRODUCT#: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>R-Value: _____</p> <p>Price per roll: _____</p> |

Initials

| MATERIAL | DETAILS |
|--|---|
| <p>ITEM # - 406</p> <p>PRODUCT: Plastic Tie Straps</p> <p>SPECIFICATIONS: Min length 32" max. length 36", adjustable, removable. White or clear in color. Purchase in lots of 500-1000.</p> <p>(Average six months usage for bidding purposes only - 2000 Straps)</p> | <p>VENDOR PRODUCT#: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price each: _____</p> |
| <p>ITEM # - 408</p> <p>PRODUCT: Fiberglass Blow-In Insulation</p> <p>SPECIFICATIONS: Meets all applicable fireproof requirements, see attached sheet for minimum specifications. Refer to Appendix A, page SP 1. Purchase in 25-100 bags.</p> <p>(Average six months usage - for bidding purposes only - 1000 bags)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>SHOW CALCULATION ON PAGE SP 1.</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Weight per bag: _____</p> <p>Price per bag: _____</p> |
| <p>ITEM # - 409D</p> <p>PRODUCT: Fiberglass Insulation (Batts)</p> <p>SPECIFICATIONS: In conformance to ASTM-C665-06, R-11, 15" wide, kraft faced, specify square foot coverage per roll. Purchase in lots of 1-10 rolls. Refer to Appendix A, page SP 5 (3 1/2 X 15)</p> <p>(Average six months usage for bidding purposes only - 48 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Sq. ft. per roll: _____</p> <p>Price per roll: _____</p> |

Initials

| MATERIAL | DETAILS |
|---|---|
| <p>ITEM # - 410D</p> <p>PRODUCT: Fiberglass Insulation (Batts)</p> <p>SPECIFICATIONS: In conformance to ASTM-C665-06, R-11, 23" wide, kraft faced, specify square foot coverage per roll. Purchase in lots of 1-10 rolls. Refer to Appendix A, page SP 5 (3 1/2 X 23)</p> <p>(Average six months usage for bidding purposes only - 48 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Sq. ft. per roll: _____</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 413D</p> <p>PRODUCT: Fiberglass Insulation (Batts)</p> <p>SPECIFICATIONS: In conformance to ASTM-C665-06, R-19, 15" wide, kraft faced, specify square foot coverage per roll. Purchase in lots of 4-40 rolls. Refer to Appendix A, page SP 5 (6 X 15)</p> <p>(Average six months usage for bidding purposes only - 120 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Sq. ft. per roll: _____</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 414D</p> <p>PRODUCT: Fiberglass Insulation (Batts)</p> <p>SPECIFICATIONS: In conformance to ASTM-C665-06, R-19, 23" wide, kraft faced, specify square foot per roll. Purchase in lots of 4-40 rolls. Refer to Appendix A, page SP 5 (6 x 23)</p> <p>(Average six months usage for bidding purposes only - 120 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Sq. ft. per roll: _____</p> <p>Price per roll: _____</p> |

Initials

| MATERIAL | DETAILS |
|--|---|
| <p>ITEM # - 417D</p> <p>PRODUCT: Fiberglass Insulation (Batts)</p> <p>SPECIFICATIONS: In conformance to ASTM-C665-06, R-25, 15" wide, kraft faced, specify square foot per roll. Purchase in lots of 4-40 rolls. Refer to Appendix A, page SP 5 (8 X 15)</p> <p>(Average six months usage for bidding purposes only - 100 Rolls)</p> | <p>VENDER PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Sq. ft. per roll: _____</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 418D</p> <p>PRODUCT: Fiberglass Insulation (Batts)</p> <p>SPECIFICATIONS: In conformance to ASTM-C665-06, R-25, 23" wide, kraft faced, specify square foot per roll. Purchase in lots of 4-40 rolls. Refer to Appendix A, page SP 5 (8 X 23)</p> <p>(Average six months usage for bidding purposes only - 100 Rolls)</p> | <p>VENDER PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Sq. ft. per roll: _____</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 422D</p> <p>PRODUCT: Fiberglass Insulation (Batts)</p> <p>SPECIFICATIONS: In conformance to ASTM-C665-06, R-30, 15" wide, kraft faced, specify square foot coverage per roll. Purchase in lots of 4-40 rolls. Refer to Appendix A, page SP 5 (9" X 15").</p> <p>(Average six months usage for bidding purposes only - 100 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Sq. ft. per roll: _____</p> <p>Price per roll: _____</p> |

_____ Initials

| MATERIAL | DETAILS |
|---|---|
| <p>ITEM # - 423D</p> <p>PRODUCT: Fiberglass Insulation (Batts)</p> <p>SPECIFICATIONS: In conformance to ASTM-C665-06, R-30, 23" wide, kraft faced, specify square foot coverage per roll. Purchase in lots of 4-40 rolls. Refer to Appendix A, page SP 5 (9" X 23").</p> <p>(Average six months usage for bidding purposes only - 40 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Sq. ft. per roll: _____</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 426D</p> <p>PRODUCT: Fiberglass Insulation (Batts)</p> <p>SPECIFICATIONS: In conformance to ASTM-C665-06, R-38, 15" wide, kraft faced, specify square foot coverage per roll. Purchase in lots of 4-40 rolls. Refer to Appendix A, page SP 5 (12" X 15").</p> <p>(Average six months usage for bidding purposes only - 40 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Sq. ft. per roll: _____</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 427D</p> <p>PRODUCT: Fiberglass Insulation (Batts)</p> <p>SPECIFICATIONS: In conformance to ASTM-C665-06, R-38, 23" wide, kraft faced, specify square foot coverage per roll. Purchase in lots of 4-40 rolls. Refer to Appendix A, page SP 5 (12" X 23").</p> <p>(Average six months usage for bidding purposes only - 40 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Sq. ft. per roll: _____</p> <p>Price per roll: _____</p> |

Initials

| MATERIAL | DETAILS |
|---|--|
| <p>ITEM # - 431</p> <p>PRODUCT: Cellulose Blow-In Insulation</p> <p>SPECIFICATIONS: Meets all applicable fireproof requirements, see attached sheet for minimum specifications. Refer to Appendix A, page SP 2. Purchase in quantities, 400-700 bags.</p> <p>(Average six months usage - for bidding purposes only - 3000 bags)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>SHOW CALCULATION ON PAGE SP 2.</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Price per bag: _____</p> |
| <p>ITEM # - 434A</p> <p>PRODUCT: 20" Insulation Guard</p> <p>SPECIFICATIONS: Aluminum Rolled Valley Flashing. 50 linear feet per roll. 30 gauge, comparable to Insul-Shield. Purchase in lots of 1-12 rolls (Comparable to Insul-Shield).</p> <p>(Average six months usage for bidding purposes only - 700 L/F)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 438B</p> <p>PRODUCT: Black Visqueen (Polyethylene)</p> <p>SPECIFICATIONS: 6 mil. Thickness, 10' x 100' rolls. Black. Visqueen must have minimum width of 36" which folds out to 10'. Purchase in lots of 5-40 rolls.</p> <p>(Average six months usage for bidding purposes only - 40 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Price per roll: _____</p> |

Initials

| MATERIAL | DETAILS |
|--|---|
| <p>ITEM # - 439</p> <p>PRODUCT: Clear Visqueen (Polyethylene)</p> <p>SPECIFICATIONS: 6 mil. Thickness, 10' x 100' rolls. Clear. Visqueen must have minimum width of 36" which folds out to 10'. Purchase in lots of 5-40 rolls.</p> <p>(Average six months usage for bidding purposes only - 40 Rolls)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Price per roll: _____</p> |
| <p>ITEM # - 481B</p> <p>PRODUCT: Tubular Pipe Insulation</p> <p>SPECIFICATIONS: 3/4" wall, 7/8" x 6 inside diameter. Must have a minimum R-value of 4.7. Specify Linear feet per box and the R-value. Purchase in lots of 500-2000 linear feet, in 6' lengths (Conformance to ASTM-C534-07a). Refer to Appendix A, page SP 6.</p> <p>(Average six months usage for bidding purposes only - 4500 L/F)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>R-Value: _____</p> <p>L/F per box: _____</p> <p>Price per L/F: _____</p> |
| <p>ITEM # - 501</p> <p>PRODUCT: Roof Cement</p> <p>SPECIFICATIONS: Fiber reinforced mastic adhesive, applicable to wet/dry surfaces, remain flexible after application, applied with trowel. Purchase in 5 gallon cans, 5-25 gallons.</p> <p>(Average six months usage for bidding purposes only - 20 gallons)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Price per 5 gal: _____</p> |

Initials

| MATERIAL | DETAILS |
|---|---|
| <p>ITEM # - 506</p> <p>PRODUCT: Roof Patch</p> <p>SPECIFICATIONS: Dispenses with standard caulking gun, 10-11 oz. cartridges, adheres to metal and all typical roofing materials, working temperature 30⁰-90⁰ F. Must be able to apply to wet surfaces. (Comparable to Black Jack.) Purchase in lots of 12-60 tubes.</p> <p>(Average six months usage for bidding purposes only - 120 Tubes)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Tubes per box: _____</p> <p>Price per tube: _____</p> |
| <p>ITEM # - 600B</p> <p>PRODUCT: Gable End Vents</p> <p>SPECIFICATIONS: 12" X 12" overall dimension louvered with 1/8" screen. <u>Minimum of 28 gauge, galvanized metal</u> construction, recessed mount. Purchase in lots of 6-12 vents.</p> <p>(Average six months usage for bidding purposes only - 30 Vents)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price each: _____</p> |
| <p>ITEM # - 600D</p> <p>PRODUCT: Gable End Vents</p> <p>SPECIFICATIONS: 14" X 24" overall dimension louvered with 1/8" screen. <u>Minimum of 28 gauge, galvanized metal</u> construction, recessed mount. Purchase in lots of 6-12 vents.</p> <p>(Average six months usage for bidding purposes only - 30 Vents)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price each: _____</p> |

_____ Initials

| MATERIAL | DETAILS |
|---|---|
| <p>ITEM # - 703B</p> <p>PRODUCT: 2 1/4" Window Casing</p> <p>SPECIFICATIONS: Streamline style, pine, (finger-jointed), <u>7' lengths</u>. Specify price per linear foot. Purchase in lots of 100-400 feet.</p> <p>(Average six months usage for bidding purposes only –100-400 L/F)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price per L/F: _____</p> |
| <p>ITEM # - 750B</p> <p>PRODUCT: 1" X 2" Lumber</p> <p>SPECIFICATIONS: 5/8" X 1 3/4", (finger jointed), pine, <u>8' lengths</u>. Purchase in lots of 200-800 linear feet.</p> <p>(Average six months usage for bidding purposes only - 1000 L/F)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price per L/F: _____</p> |
| <p>ITEM # - 751B</p> <p>PRODUCT: 1" X 4" Lumber</p> <p>SPECIFICATIONS: Pine, <u>8' lengths</u>, (finger-jointed). Specify price per linear foot. Purchase in lots of 100-400 linear feet.</p> <p>(Average six months usage for bidding purposes only - 1000 L/F)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price per L/F: _____</p> |
| <p>ITEM # - 753B</p> <p>PRODUCT: 1" X 6" Lumber</p> <p>SPECIFICATIONS: Pine, <u>8' lengths</u>, (finger-jointed). Specify price per linear foot. Purchase in lots of 100-400 linear feet.</p> <p>(Average six months usage for bidding purposes only - 600 L/F)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price per L/F: _____</p> |

Initials

| MATERIAL | DETAILS |
|---|---|
| <p>ITEM # - 761B</p> <p>PRODUCT: 2" X 4" Lumber</p> <p>SPECIFICATIONS: Fur, <u>8' lengths</u>, (standard or better). Specify price per linear foot. Purchase in lots of 40-160 linear feet.</p> <p>(Average six months usage for bidding purposes only - 500 L/F)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price per L/F: _____</p> |
| <p>ITEM # - 772B</p> <p>PRODUCT: 1/2" Treated Plywood</p> <p>SPECIFICATIONS: 4' X 8' sheets, 1/2" all-weather wood plywood. Purchase in lots of 5-10 sheets.</p> <p>(Average six months usage for bidding purposes only - 25 Sheets)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Price per sheet: _____</p> |
| <p>ITEM # - 773B</p> <p>PRODUCT: 3/4" Plywood</p> <p>SPECIFICATIONS: Shop grade plywood. 4'x8' sheets. Purchase in lots of 1-10.</p> <p>(Average six months usage for bidding purposes only - 10 sheets)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price per sheet: _____</p> |
| <p>ITEM # - 775B</p> <p>PRODUCT: 1/2" Plywood</p> <p>SPECIFICATIONS: CDX Plywood, 4' X 8' sheets. Purchase in lots of 1-10 sheets.</p> <p>(Average six months usage for bidding purposes only - 24 Sheets)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price per sheet: _____</p> |

_____ Initials

| MATERIAL | DETAILS |
|---|---|
| <p>ITEM # - 776B</p> <p>PRODUCT: 1/2" Gypsum Board</p> <p>SPECIFICATIONS: 4' X 8' sheets. Purchase in lots of 1-10 sheets. Must meet Fire Codes Conformance to FS HH-I-1972/3.</p> <p>(Average six months usage for bidding purposes only - 40 sheets)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>MSDS SHEETS WILL BE REQUIRED.</p> <p>Price per sheet: _____</p> |
| <p>ITEM # - 785B</p> <p>PRODUCT: Wood Lath</p> <p>SPECIFICATIONS: 3/8" X 1 1/2" X 48" long wood lath strips. Fifty pieces per bundle. Purchase in lots of 5-20 bundles.</p> <p>(Average six months usage for bidding purpose only - 100 bundles)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Pieces per bundle: _____</p> <p>Price per bundle: _____</p> |
| <p>ITEM # - 851</p> <p>PRODUCT: Double Strength Glass</p> <p>SPECIFICATIONS: 4' X 7' lites. Purchase in lots of 5-10 sheets. Federal Specification ASTM C1036-06</p> <p>(Average six months usage for bidding purposes only - 1 Crate)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price per lite: _____</p> |
| <p>ITEM # - 954</p> <p>PRODUCT: 3/4" x #8 Hex head Screws</p> <p>SPECIFICATIONS: Rust proof with slotted heads. Must be in boxes of 100 screws per box. Purchase in lots of 20-100 boxes.</p> <p>(Average six months usage for bidding purposes only - 100 Boxes)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price per box of 100: _____</p> |

Initials

| MATERIAL | DETAILS |
|--|---|
| <p>ITEM # - 955</p> <p>PRODUCT: 1 1/2" X #8 Hexhead Screws</p> <p>SPECIFICATIONS: Rust proof with slotted heads. Must be in boxes of 100 screws per box. Purchase in lots of 20-100 boxes.</p> <p>(Average six months usage for bidding purposes only - 50 Boxes)</p> | <p>VENDOR PRODUCT #: _____</p> <p>PRODUCT BRAND NAME: _____</p> <p>Price per box of 100: _____</p> |

Initials

| MATERIAL | DETAILS |
|--|---|
| <p>ITEM # - Specials</p> <p>PRODUCT: Replacement Vinyl Windows</p> <p>SPECIFICATIONS: In conformance with specifications on SP 3 of Appendix A. Glazed with 3/4" insulated, Low-E glass, screens provided with all sliding and casement units, minimum 1" fins, custom sizes available, (made to size).</p> <p>Price the sizes listed to the right using the multiplier. Bid award will be determined on an average price per square foot.</p> <p><u>Please Note Vinyl Casement Window Request for Bid</u></p> <p>PRODUCT: Vinyl Casement Windows</p> <p>SPECIFICATIONS: Casement to include hardware to crank window in/out, with Egress Hinges, and Low-E glass.</p> | <p>VENDOR PRODUCT #:___</p> <p>PRODUCT BRAND NAME: _____</p> <p>Type of Frame:_____</p> <p>Multiplier:_____</p> <p><u>Window price sheet must be enclosed.</u></p> <p>HS 34" x 36" _____</p> <p>HS 22" x 14" _____</p> <p>XOX 78" x 28" _____</p> <p>Pic.44" x 44" _____</p> <p>VS 28" x 38" _____ (Obscure)</p> <p>HS 36" x 34" _____ (Obscure)</p> <p>Casement with Egress Hinges</p> <p>Multiplier: _____</p> <p>30" x 40" _____</p> <p>36" x 54" _____</p> |

Signature

Date

b. Weatherization Basket Building Materials Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

Vendor is responsible for providing materials to the required specifications and includes Material Safety Data Sheets (MSDS) where applicable. If at any time the product fails to meet specifications, Agency reserves the right to cancel all orders for bid period.

Material purchases will be based on a per job work order and prices guaranteed for _____ months after notice to proceed order to commence.

Detailed below is a list of materials that represents standard materials used for a typical job. The purpose of the quotation is to identify a designated vendor(s) that can provide the materials at the lowest cost to the agency. Price to include taxes (If applicable).

| Description of Materials | Unit Cost | Quantity | Total Cost |
|--|-----------|-------------------|------------|
| Duct Mastic – 1 gallon bucket | | 2 | |
| Blown cellulose 27lbs. bag | | 30 bags | |
| Caulk – siliconized latex 11 oz. cartridge | | 5 tubes | |
| Air filters – Natural fiber re-usable & washable filter 20” x 20” x 1” | | 1 filter | |
| Black Visqueen (Polyethylene) 6 mil. Thickness, 10’ x 100’ roll | | 1 roll | |
| Gable end louvered vents 14” x 24” recessed mount, 28 gauge galvanized | | 2 | |
| Vinyl Weather-strip Kit | | 2 | |
| Plywood 4’ x 8’ x ½” sheet, cdx grade | | 1 sheet | |
| Smoke Detector, 9 volt battery | | 1 | |
| CO Detector, 110 volt plug-in w/9 volt battery | | 1 | |
| Glazing, 24” x 24” piece of double strength glass (4 sq. ft.) | | 1 pcs. | |
| Glazing compound, 11 oz. tube | | 1 tube | |
| R 30 X 16” kraft faced fiberglass | | 14 rolls | |
| Compact Fluorescent Bulb (18 watt CFL) | | 5 bulbs | |
| Lockset - keyed entrance (adjustable) | | 1 | |
| | | | |
| | | Total Cost | |

Signature

Date

c. Whole House Weatherization Pricing Quote

All materials used in provision of services must meet or exceed 10 CFR 440 Appendix A: “Standards for Weatherization Services”

Detailed below is the work to be performed on an individual house.

Contractor is responsible for leaving the job site clean, hauling away job debris, and existing equipment (if applicable) and for properly disposing of existing equipment or debris to meet EPA regulations.

Project commencement and completion must be accomplished within _____ working days of notice to proceed. Contractor is to notify agency as soon as project is completed for inspection.

Contractor must include permit fees (if applicable), sales taxes, labor and materials to complete project.

| Description of Work | Total Cost |
|--|------------|
| Seal all duct connections including drywall to boot connections and plenum to air handler both supply and return side. | |
| Insulate 1,500 sq. ft. attic with blown cellulose; bring to an R-50 from an R-18 and add 2 14" X 24" louvered vents to gable ends for attic ventilation. Seal all by-pass and install non-flammable shielding around any heat producing devices. | |
| Insulate 1,500 sq. ft. floor with fiberglass kraft faced batt R-30 X 16" OC, well secured with twine, wood strips or wire insulation supports and install black 6 mill polyethylene ground moisture barrier. | |
| Air filters – replace existing air filter and clean air handler area before installing with new all natural fiber washable and re-useable 20" x 20" x 1" | |
| Install two windows - Insulated, Low-E, White Vinyl 36" x 60" Horizontal slider windows and replace interior trim and casing lumber with new. Windows meet egress code. <i>(Note: LSW applies to this project).</i> | |
| Install one 1 ¾" exterior wood solid core door 36" x 80", standard jam with new 2 ¾" keyed entrance lockset, weather-strip kit, oak threshold and door shoe. <i>(Note: LWS applies to this project).</i> | |
| Install one 40 gallon gas water heater to include properly sized water and gas lines, combustion air, venting, pressure relief valve & electrical hook-up to meet code requirements | |
| Install 5 18 watt CFL bulbs | |
| TOTAL COST | |

Signature _____

Date _____

L. EVALUATION EXAMPLES

a. Overview of Evaluation of Offerors

Quotations can be evaluated based on cost only or factors in addition to cost can be incorporated in the evaluation. Each agency must decide **PRIOR TO ISSUING THE SOLICITATION** how they will be evaluating all offerors.

If minimum requirements have been established (requirements must be included in the solicitation) any offerors that do not meet the minimum requirements are not evaluated. The offerors are notified that they do not meet requirements and what requirement(s) they did not meet.

It is critical that the evaluation work papers be maintained in the Solicitation File for the procurement.

For illustrative purposes we have established criteria other than cost for several of the measures. We will also be using a sample house in the evaluation of some of the measures. The examples provided will show how the criterion is applied in the evaluation. Detailed below is the sample house and criteria we will be using in some of the evaluations.

SAMPLE HOUSE

1,500 sq. foot single story home built in 1975, site built stick frame, gable roof, wood siding ranch style over crawl space with 16" on center 10" joist with no insulation, existing attic insulation of R-18, 3 ½" wall cavity no insulation, forced air natural gas furnace at 60% efficiency, 175 l/f of duct supply and return air with duct leakage of 200 CFM50, 40 gallon gas hot water heater, and single glazed wood horizontal slider windows.

CRITERIA FOR EVALUATION WHICH INCLUDES FACTORS IN ADDITION TO COST

Criteria

| | |
|---------------------------|-----------------|
| Cost | 60 points |
| Background and Experience | 30 points |
| References | 7 points |
| Preference | <u>3 points</u> |

Offeror A has 10 years' experience, two references were excellent and one reference was good, and is not minority, women owned or reside in a labor surplus area.

Offeror B has 15 years' experience, two references were excellent and one reference was good, and is not minority, women owned or reside in a labor surplus area.

Offeror C has 12 years' experience, two references were excellent and one reference was good, and is not minority, women owned or reside in a labor surplus area.

Offeror D has 2 years' experience, three references were excellent, and is not minority; women owned or reside in a labor surplus area.

Offeror E has 5 years' experience, three references were excellent, and a women owned business.

In evaluation of the criteria other than cost the five offerors scored as follows:

| Criteria | Offeror A | Offeror B | Offeror C | Offeror D | Offeror E |
|---------------------------|------------------|------------------|------------------|------------------|------------------|
| Background and Experience | 24 | 30 | 27 | 18 | 21 |
| References | 6 | 6 | 6 | 7 | 7 |
| Preference | 0 | 0 | 0 | 0 | 3 |
| Total Points | 30 | 36 | 33 | 25 | 31 |

| INSULATION QUOTATION EVALUATION SHEET | | | | | | |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|-------------------|
| Sample House Measures | Quantity | Offeror A | Offeror B | Offeror C | Offeror D | Offeror E |
| Attic Insulation - Blown Cellulose, bring to R-50 | 1,500 | \$879.50 | \$870.99 | \$856.00 | \$885.95 | \$851.55 |
| Wall Insulation - Blown Cellulose, bring to R-13 | 1,200 | \$910.00 | \$879.50 | \$888.00 | \$915.55 | \$890.75 |
| Floor Insulation - Batt Fiberglass, bring to R-30 | 1,500 | \$1,435.75 | \$1,465.99 | \$1,453.00 | \$1,490.90 | \$1,461.35 |
| Total Insulation Cost | | \$3,225.25 | \$3,216.48 | \$3,197.00 | \$3,292.40 | \$3,203.65 |
| Price includes all materials, labor, permits fees, sales taxes and LSW practices with wall insulation | | | | | | |
| In the example Offeror C would be the primary contractor. If multiple contractors are used the following order of selection would be Offeror E, Offeror B, Offeror A, and last Offeror D. | | | | | | |
| If you had decided to use other criteria that just cost the evaluation would be done as detailed below. | | | | | | |
| | Offeror A | Offeror B | Offeror C | Offeror D | Offeror E | |
| Criteria | A | B | C | D | E | |
| Cost - 60 points | 51 | 54 | 60 | 48 | 57 | |
| Background and Experience - 30 points | 24 | 30 | 27 | 18 | 21 | |
| References - 7 points | 6 | 6 | 6 | 7 | 7 | |
| Preference - 3 points | 0 | 0 | 0 | 0 | 3 | |
| | 81 | 90 | 93 | 73 | 88 | |
| In the second example Offeror C would be the primary contractor. If multiple contractors are used the following order of selection would be Offeror B, Offeror E, Offeror A, and last Offeror D | | | | | | |

| PRESSURE DIAGNOSTIC GUIDED-DIRECTED AIR SEALING | | | | | | |
|---|-----------------|------------------|------------------|------------------|------------------|------------------|
| | | Offeror | Offeror | Offeror | Offeror | Offeror |
| Sample House Air Sealing | Quantity | A | B | C | D | E |
| Seal Duct connections to air handler both supply and return | 10 | \$320.75 | \$350.00 | \$325.00 | \$385.00 | \$335.00 |
| Install air barrier | 10 sq. ft. | \$55.00 | \$64.75 | \$50.00 | \$62.00 | \$47.00 |
| Install 90 cfm fan | 1 | \$176.75 | \$180.00 | \$169.00 | \$192.50 | \$173.25 |
| Total Air Sealing Cost | | \$ 552.50 | \$ 594.75 | \$ 544.00 | \$ 639.50 | \$ 555.25 |
| Price includes all materials, labor, permit fees, and sales taxes | | | | | | |

| WINDOWS AND DOORS QUOTATION EVALUATION | | | | | | |
|--|-----------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | Offeror | Offeror | Offeror | Offeror | Offeror |
| Sample House Windows and Doors | Quantity | A | B | C | D | E |
| 1- 3/4" Wood Solid Core Door - 36' x 80", standard jam (1) | 1 | \$485.10 | \$505.95 | \$496.75 | \$493.50 | \$495.95 |
| Windows - Insulated, Low-E, White Vinyl 36" x 60" (2) | 2 | \$598.00 | \$575.45 | \$567.66 | \$577.00 | \$584.75 |
| | | | | | | |
| Total Door and Window Cost | | \$1,083.10 | \$1,081.40 | \$1,064.41 | \$1,070.50 | \$1,080.70 |
| Price includes all materials, labor, permit fees, sales taxes and LSW (if applicable) | | | | | | |
| <i>In the example Offeror C would be the primary contractor. If multiple contractors are used the following order of selection would be Offeror D, Offeror E, Offeror B, and last Offeror A.</i> | | | | | | |

SOLAR SUN SCREENS EVALUATION

| SOLAR SUN SCREENS EVALUATION | | | | | | |
|--|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | Offeror | Offeror | Offeror | Offeror | Offeror |
| Sample House Solar Screens | Quantity | A | B | C | D | E |
| Solar Sun Screens | 400 sq. ft. | \$1,500.00 | \$1,420.00 | \$1,600.00 | \$1,480.00 | \$1,400.00 |
| Additional Charge, if applicable | | \$25.00 | \$35.00 | \$50.00 | \$25.00 | \$30.00 |
| Total Solar Sun Screens Cost | | \$1,525.00 | \$1,455.00 | \$1,650.00 | \$1,505.00 | \$1,430.00 |
| Price includes all materials, labor, permit fees, sales taxes and LSW practices with wall insulation. | | | | | | |
| <i>In the example Offeror E would be the primary contractor. If multiple contractors are used the following order of selection would be Offeror B, Offeror D, Offeror A, and last Offeror C.</i> | | | | | | |

REFLECTIVE ROOF COATING EVALUATION

| | | Offeror | Offeror | Offeror | Offeror | Offeror |
|---|-------------|----------|----------|----------|----------|----------|
| Sample House Reflective Roof Coating | Quantity | A | B | C | D | E |
| Install elastomeric reflective roof coating | 980 sq. ft. | \$425.00 | \$375.00 | \$350.00 | \$400.00 | \$500.00 |
| | | | | | | |
| | | | | | | |
| Price includes all materials, labor, permits fees, sales taxes | | | | | | |
| <p><i>In the example Offeror C would be the primary contractor. If multiple contractors are used the following order of selection would be Offeror B, Offeror D, Offeror A, and last Offeror E.</i></p> | | | | | | |

HVAC QUOTATION EVALUATION

| | | Offeror | Offeror | Offeror | Offeror | Offeror |
|---|----------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Sample House HVAC | Quantity | A | B | C | D | E |
| Installation of 83% 75,000 BTU forced air natural gas furnace | 1 | \$2,475.50 | \$2,333.75 | \$2,250.00 | \$2,655.55 | \$2,295.00 |
| Install R-11 Vinyl Duct wrap over 175 l/f 6"supply & return ducts | 1 | \$510.00 | \$480.75 | \$455.75 | \$509.99 | \$475.50 |
| Total HVAC Cost | | \$2,985.50 | \$2,814.50 | \$2,705.75 | \$3,165.54 | \$2,770.50 |
| Price includes all materials, labor, permit fees, sales taxes, electrical hook-up and properly disposing of existing equipment to meet EPA regulations (if applicable) | | | | | | |
| <i>In the example Offeror C would be the primary contractor. If multiple contractors are used the following order of selection would be Offeror E, Offeror B, Offeror A, and last Offeror D.</i> | | | | | | |

ELECTRIC BASE LOAD MEASURES

| | | Offeror | Offeror | Offeror | Offeror | Offeror |
|--|----------|------------------|------------------|------------------|------------------|------------------|
| Sample House EBLM | Quantity | A | B | C | D | E |
| Replace 18 Cu. Ft. Refrigerator with same size | 1 | \$650.00 | \$595.99 | \$489.99 | \$525.00 | \$495.99 |
| Install 18 watt CFL bulbs | 5 | \$35.00 | \$33.50 | \$27.00 | \$34.50 | \$28.75 |
| Total EBLM Cost | | \$ 685.00 | \$ 629.49 | \$ 516.99 | \$ 559.50 | \$ 524.74 |
| Price includes all materials, labor, permit fees, sales taxes, electrical hook-up and properly disposing of existing equipment to meet EPA regulations | | | | | | |
| <i>In the example Offeror C would be the primary contractor. If multiple contractors are used the following order of selection would be Offeror E, Offeror D, Offeror B, and last Offeror A.</i> | | | | | | |

WATER HEATER REPLACEMENT EVALUATION

| WATER HEATER REPLACEMENT EVALUATION | | | | | | |
|--|----------|----------|----------|----------|----------|----------|
| | | Offeror | Offeror | Offeror | Offeror | Offeror |
| Sample House Hot Water Heater | Quantity | A | B | C | D | E |
| 40 gallon gas water heater to include properly sized water and gas lines, combustion air, venting, pressure relief valve & electric hook up to code | 1 | \$775.50 | \$810.95 | \$756.00 | \$787.90 | \$825.00 |
| Price includes all materials, labor, permits fees, sales taxes | | | | | | |
| <p><i>In the example Offeror C would be the primary contractor. If multiple contractors are used the following order of selection would be Offeror A, Offeror D, Offeror B, and last Offeror E.</i></p> | | | | | | |

BULK MATERIALS QUOTATION EVALUATION

| | Quantity | Offeror A | | Offeror B | | Offeror C | | Offeror D | | Offeror E | |
|--|----------|-----------|------------|-----------|------------|-----------|------------|-----------|------------|-----------|-------------|
| | | Unit Cost | Total Cost | Unit Cost | Total Cost | Unit Cost | Total Cost | Unit Cost | Total Cost | Unit Cost | Total Cost |
| Insulated Pipe Wrap - roll | 50 | 7.80 | \$390.00 | 7.55 | \$377.50 | 7.20 | \$360.00 | 7.22 | \$361.00 | 7.45 | \$372.50 |
| Foil Grip Tape - roll | 24 | 26.77 | \$642.48 | 27.04 | \$648.96 | 24.95 | \$598.80 | 25.25 | \$606.00 | 25.78 | \$618.72 |
| Glazing Compound - 11 oz. tube | 36 | 2.22 | \$79.92 | 2.18 | \$78.48 | 2.10 | \$75.60 | 2.15 | \$77.40 | 2.12 | \$76.32 |
| Open-cell Foam Tape - 3/8" 25' roll | 75 | 3.41 | \$255.75 | 3.51 | \$263.25 | 3.43 | \$257.25 | 3.62 | \$271.50 | 3.70 | \$277.50 |
| Duct Tape - roll | 100 | 3.75 | \$375.00 | 3.59 | \$359.00 | 3.80 | \$380.00 | 3.88 | \$388.00 | 3.69 | \$369.00 |
| Aluminum Weatherstrip Kit- each | 80 | 7.75 | \$620.00 | 8.09 | \$647.20 | 7.71 | \$616.80 | 8.00 | \$640.00 | 7.80 | \$624.00 |
| Vinyl Weatherstrip Kit - each | 40 | 3.01 | \$120.40 | 2.45 | \$98.00 | 2.36 | \$94.40 | 2.67 | \$106.80 | 2.39 | \$95.60 |
| 36" Door Bottom w/drip cap 1-3/8" width – each | 50 | 4.76 | \$238.00 | 4.80 | \$240.00 | 4.57 | \$228.50 | 4.50 | \$225.00 | 4.62 | \$231.00 |
| 36" Door Bottom w/drip cap 1-3/4" width – each | 50 | 4.91 | \$245.50 | 5.10 | \$255.00 | 4.83 | \$241.50 | 4.78 | \$239.00 | 4.80 | \$240.00 |
| Oak Lowboy Threshold - each | 25 | 7.45 | \$186.25 | 7.33 | \$183.25 | 7.36 | \$184.00 | 7.41 | \$185.25 | 7.25 | \$181.25 |
| Oak Highboy Threshold - each | 50 | 10.55 | \$527.50 | 10.76 | \$538.00 | 10.31 | \$515.50 | 10.45 | \$522.50 | 10.25 | \$512.50 |
| Lockset/Keyed Entry - each | 50 | 10.50 | \$525.00 | 11.00 | \$550.00 | 9.26 | \$463.00 | 9.95 | \$497.50 | 10.28 | \$514.00 |
| Mobile Home Door - 30" x 74" | 15 | 169.75 | \$2,546.25 | 177.45 | \$2,661.75 | 162.21 | \$2,433.15 | 165.00 | \$2,475.00 | 167.75 | \$2,516.25 |
| Dryer Vent Hose - 4" 50 l/f | 20 | 25.00 | \$500.00 | 24.65 | \$493.00 | 24.50 | \$490.00 | 25.10 | \$502.00 | 25.25 | \$505.00 |
| Dry Vent Hood – each | 60 | 2.26 | \$135.60 | 2.99 | \$179.40 | 2.19 | \$131.40 | 2.76 | \$165.60 | 3.25 | \$195.00 |
| Water Heater Blanket - each | 5 | 19.79 | \$98.95 | 19.95 | \$99.75 | 19.89 | \$99.45 | 20.95 | \$104.75 | 19.99 | \$99.95 |
| Furnace Heat Duct Insulation - 50' roll | 30 | 90.00 | \$2,700.00 | 89.75 | \$2,692.50 | 85.12 | \$2,553.60 | 92.50 | \$2,775.00 | 88.75 | \$2,662.50 |
| Plastic Tie Straps – each | 2,000 | 0.25 | \$500.00 | 0.21 | \$420.00 | 0.17 | \$340.00 | 0.19 | \$380.00 | 0.27 | \$540.00 |
| Fiberglass Blow-In Insulation - 30# bag | 1,000 | 19.05 | \$19,050 | 18.88 | \$18,880 | 18.68 | \$18,680 | 19.24 | \$19,240 | 18.75 | \$18,750.00 |
| Fiberglass Insulation (Batts) 15" wide R-11 – roll | 48 | 27.90 | \$1,339 | 28.88 | \$1,386.24 | 27.72 | \$1,330.56 | 28.01 | \$1,344.48 | 27.75 | \$1,332.00 |
| Fiberglass Insulation (Batts) 23" wide R-11- roll | 48 | 25.80 | \$1,238.40 | 26.03 | \$1,249.44 | 25.88 | \$1,242.24 | 26.25 | \$1,260.00 | 25.85 | \$1,240.80 |
| Fiberglass Insulation (Batts) 15" wide R-19 – roll | 120 | 21.97 | \$2,636.40 | 22.57 | \$2,708.40 | 22.04 | \$2,644.80 | 22.24 | \$2,668.80 | 22.29 | \$2,674.80 |
| Fiberglass Insulation (Batts) 23" wide R-19 – roll | 120 | 36.01 | \$4,321.20 | 36.23 | \$4,347.60 | 35.76 | \$4,291.20 | 36.76 | \$4,411.20 | 35.95 | \$4,314.00 |
| Fiberglass Insulation (Batts) 15" wide R-25 – roll | 100 | 23.99 | \$2,399.00 | 24.51 | \$2,451.00 | 24.08 | \$2,408.00 | 25.11 | \$2,511.00 | 24.56 | \$2,456.00 |

| | | Offeror A | | Offeror B | | Offeror C | | Offeror D | | Offeror E | |
|--|----------|-----------|------------|-----------|------------|-----------|------------|-----------|------------|-----------|------------|
| | Quantity | Unit Cost | Total Cost | Unit Cost | Total Cost | Unit Cost | Total Cost | Unit Cost | Total Cost | Unit Cost | Total Cost |
| Fiberglass Insulation (Batts) 23" wide R-25 – roll | 100 | 46.56 | \$4,656.00 | 46.77 | \$4,677.00 | 46.28 | \$4,628.00 | 46.99 | \$4,699.00 | 47.15 | \$4,715.00 |
| Fiberglass Insulation (Batts) 15" wide R-30 – roll | 100 | 27.23 | \$2,723.00 | 26.56 | \$2,656.00 | 26.12 | \$2,612.00 | 26.67 | \$2,667.00 | 26.71 | \$2,671.00 |
| Fiberglass Insulation (Batts) 23" wide R-30 – roll | 40 | 42.24 | \$1,689.60 | 41.89 | \$1,675.60 | 41.36 | \$1,654.40 | 41.66 | \$1,666.40 | 42.02 | \$1,680.80 |
| Fiberglass Insulation (Batts) 15" wide R-38 – roll | 40 | 17.89 | \$715.60 | 17.45 | \$698.00 | 17.72 | \$708.80 | 18.05 | \$722.00 | 17.81 | \$712.40 |
| Fiberglass Insulation (Batts) 23" wide R-38 – roll | 40 | 31.56 | \$1,262.40 | 31.07 | \$1,242.80 | 31.20 | \$1,248.00 | 31.31 | \$1,252.40 | 31.24 | \$1,249.60 |
| Cellulose Blow-In Insulation - 27lbs bag | 700 | 5.99 | \$4,193.00 | 5.78 | \$4,046.00 | 5.20 | \$3,640.00 | 5.65 | \$3,955.00 | 5.45 | \$3,815.00 |
| 20" Insulation Guard- 50' roll | 14 | 47.25 | \$661.50 | 46.75 | \$654.50 | 47.00 | \$658.00 | 47.47 | \$664.58 | 46.95 | \$657.30 |
| Black Visqueen (Polyethylene) - 6 mil 10 x 100 | 40 | 34.99 | \$1,399.60 | 34.75 | \$1,390.00 | 34.50 | \$1,380.00 | 35.25 | \$1,410.00 | 34.89 | \$1,395.60 |
| Clear Visqueen (Polyethylene) - 6 mil 10 x 100 | 40 | 33.00 | \$1,320.00 | 32.31 | \$1,292.40 | 31.96 | \$1,278.40 | 32.98 | \$1,319.20 | 32.03 | \$1,281.20 |
| Tubular Pipe Insulation - l/f | 2,500 | 0.47 | \$1,175.00 | 0.50 | \$1,250.00 | 0.44 | \$1,100.00 | 0.51 | \$1,275.00 | 0.49 | \$1,225.00 |
| Roof Cement Tar - 5 gallon bucket | 20 | 27.75 | \$555.00 | 27.65 | \$553.00 | 28.00 | \$560.00 | 28.30 | \$566.00 | 27.75 | \$555.00 |
| Roof Patch - 11 oz. tube | 120 | 1.95 | \$234.00 | 1.77 | \$212.40 | 1.86 | \$223.20 | 1.90 | \$228.00 | 1.99 | \$238.80 |
| Gable End Vents 12" x 12" - each | 30 | 8.75 | \$262.50 | 8.98 | \$269.40 | 8.80 | \$264.00 | 8.85 | \$265.50 | 8.79 | \$263.70 |
| Gable End Vents 14" x 24" - each | 30 | 21.45 | \$643.50 | 21.73 | \$651.90 | 21.69 | \$650.70 | 21.78 | \$653.40 | 21.61 | \$648.30 |
| Window Casing - l/f | 200 | 0.49 | \$98.00 | 0.51 | \$102.00 | 0.42 | \$84.00 | 0.45 | \$90.00 | 0.48 | \$96.00 |
| 1" x 2" Lumber - l/f | 1,000 | 0.42 | \$420.00 | 0.43 | \$430.00 | 0.45 | \$450.00 | 0.46 | \$460.00 | 0.46 | \$460.00 |
| 1" x 4" Lumber - l/f | 1,000 | 0.96 | \$960.00 | 0.97 | \$970.00 | 0.98 | \$980.00 | 1.10 | \$1,100.00 | 1.01 | \$1,010.00 |
| 1" x 6" Lumber - l/f | 600 | 1.37 | \$822.00 | 1.45 | \$870.00 | 1.39 | \$834.00 | 1.35 | \$810.00 | 1.42 | \$852.00 |
| 2" x 4" Lumber- l/f | 500 | 0.39 | \$195.00 | 0.44 | \$220.00 | 0.37 | \$185.00 | 0.35 | \$175.00 | 0.42 | \$210.00 |
| 1/2" Treated Plywood- 4 x 4 x 8 sheet | 25 | 26.99 | \$674.75 | 27.02 | \$675.50 | 26.88 | \$672.00 | 26.75 | \$668.75 | 26.90 | \$672.50 |
| 3/4" Plywood - 4 x 4 x 8 sheet | 10 | 27.09 | \$270.90 | 27.00 | \$270.00 | 26.72 | \$267.20 | 26.86 | \$268.60 | 26.92 | \$269.20 |
| 1/2" Plywood - 4 x 4 x 8 sheet | 24 | 16.60 | \$398.40 | 16.99 | \$407.76 | 16.48 | \$395.52 | 16.67 | \$400.08 | 16.79 | \$402.96 |
| 1/2" Gypsum Board - 4 x 4 x 8 sheet | 40 | 8.67 | \$346.80 | 8.56 | \$342.40 | 8.48 | \$339.20 | 8.51 | \$340.40 | 8.59 | \$343.60 |
| Wood Lath - 50 pcs bundle | 100 | 12.45 | \$1,245.00 | 12.05 | \$1,205.00 | 12.76 | \$1,276.00 | 12.87 | \$1,287.00 | 12.90 | \$1,290.00 |

| | | Offeror A | | Offeror B | | Offeror C | | Offeror D | | Offeror E | |
|---|----------|-----------|--------------------|-----------|--------------------|-----------|--------------------|-----------|--------------------|-----------|--------------------|
| | Quantity | Unit Cost | Total Cost | Unit Cost | Total Cost | Unit Cost | Total Cost | Unit Cost | Total Cost | Unit Cost | Total Cost |
| Double Strength Glass - per sq. ft. | 10 | 1.17 | \$11.70 | 1.15 | \$11.50 | 1.25 | \$12.50 | 1.28 | \$12.80 | 1.18 | \$11.80 |
| 3/4" x #8 Hexhead Screws- 100 ct box | 100 | 1.97 | \$197.00 | 1.89 | \$189.00 | 1.87 | \$187.00 | 1.94 | \$194.00 | 2.07 | \$207.00 |
| 1 1/2" x #8 Hexhead Screws - 100 ct box | 50 | 2.88 | \$144.00 | 2.70 | \$135.00 | 2.85 | \$142.50 | 2.98 | \$149.00 | 3.01 | \$150.50 |
| Total Cost | | | \$68,945.05 | | \$68,904.88 | | \$67,090.17 | | \$69,256.89 | | \$68,482.95 |

MATERIALS ONLY INDIVIDUAL HOUSE PURCHASE EVALUATION

| | Offeror | Offeror | Offeror | Offeror | Offeror |
|--|----------|----------|----------|----------|----------|
| Sample House Weatherization Materials | A | B | C | D | E |
| Individual House Weatherization Materials Only | \$833.66 | \$775.75 | \$749.35 | \$865.99 | \$795.99 |
| <i>In the example Offeror C would be the primary contractor. If multiple contractors are used the following order of selection would be Offeror B, Offeror E, Offeror A, and last Offeror D.</i> | | | | | |

| OFFEROR C | | | |
|--|------------------|-----------------|-------------------|
| SINGLE HOUSE MATERIALS ONLY | | | |
| Description of Materials | Unit Cost | Quantity | Total Cost |
| Duct Mastic - 1 gallon bucket | \$20.00 | 2 | \$40.00 |
| Blown cellulose 27 lbs. bag | \$5.20 | 30 bags | \$156.00 |
| Caulk - siliconized latex | \$2.28 | 5 tubes | \$11.40 |
| Air filters 20" x 20" x 1" | \$3.24 | 1 filter | \$3.24 |
| Black Visqueen 10' x 100' roll | \$34.50 | 1 roll | \$34.50 |
| Gable end louvered vents (14" x 24", 28 gauge) | \$21.69 | 2 | \$43.38 |
| Vinyl Weather-strip Kit | \$2.36 | 2 | \$4.72 |
| Plywood 4' x 8' x 1/2" cdx grade | \$16.48 | 1 sheet | \$16.48 |
| Smoke Detector, 9 volt battery | \$5.25 | 1 | \$5.25 |
| CO Detector, 110 volt plug-in w/9 volt battery | \$38.75 | 1 | \$38.75 |
| Glazing, 24" x 24" piece of double strength glass | \$1.25 | 1 piece | \$5.00 |
| Glazing compound, 11 oz. tube | \$2.10 | 1 tube | \$2.10 |
| R 30 x 16" kraft faced fiberglass | \$26.12 | 14 rolls | \$356.68 |
| Compact Fluorescent Bulb (18 watt) | \$2.06 | 5 bulbs | \$10.30 |
| Lockset-keyed entrance (adjustable) | \$21.55 | 1 | \$21.55 |
| TOTAL COST | | | \$749.35 |

| WEATHERIZE INDIVIDUAL HOUSE EVALUATION | | | | | |
|---|----------------|----------------|----------------|----------------|----------------|
| | Offeror | Offeror | Offeror | Offeror | Offeror |
| Sample House Weatherization | A | B | C | D | E |
| Whole House Weatherization | \$4,610.75 | \$4,589.00 | \$4,516.41 | \$4,545.50 | \$4,555.70 |
| Total Whole House Weatherization | | | | | |
| Price includes all materials, labor, permit fees, sales taxes and LSW (if applicable) | | | | | |
| <i>In the example Offeror C would be the primary contractor. If multiple contractors are used the following order of selection would be Offeror D, Offeror E, Offeror B, and last Offeror A.</i> | | | | | |
| If you had decided to use other criteria that just cost the evaluation would be done as detailed below. | | | | | |
| | Offeror | Offeror | Offeror | Offeror | Offeror |
| Criteria | A | B | C | D | E |
| Cost - 60 points | 48 | 51 | 60 | 57 | 54 |
| Background and Experience - 30 points | 24 | 30 | 27 | 18 | 21 |
| References - 7 points | 6 | 6 | 6 | 7 | 7 |
| Preference - 3 points | 0 | 0 | 0 | 0 | 3 |
| | 78 | 87 | 93 | 82 | 85 |
| <i>In the second example Offeror C would be the primary contractor. If multiple contractors are used the following order of selection would be Offeror B, Offeror E, Offeror D, and last Offeror A.</i> | | | | | |