

**REQUEST FOR QUALIFICATIONS  
SNOHOMISH COUNTY HUMAN SERVICES  
2015 WEATHERIZATION ASSISTANCE PROGRAM**

**SUMMARY**

Snohomish County requires the contractual services of several qualified contractors to weatherize an estimated total of **144** homes at an average cost of **\$8,000** per home from **April 1, 2015** through **March 31, 2016**. All workers installing energy efficiency measures must be paid wages governed by the State prevailing wage reporting requirement.

All measure prices must be reported with three component costs; a) the material cost, and b) all other costs and c) totaling the measure price. For measures with no materials involved, a single price is satisfactory.

**I. Overview**

**A. Issuing Agency** - This Request for Qualifications (RFQ) is issued by the Snohomish County Human Services Department, Housing and Community Services Division (hereinafter referred to as the "County").

**B. Purpose** - The purpose of this RFQ is to select **full service weatherization contractors** that will provide weatherization and repair services to site-built and mobile/manufactured homes to meet the goals of the County's Weatherization Program. The goals are to:

- Make cost effective energy efficiency and related repair improvements to homes occupied by low income people to reduce energy bills; and
- Increase home health, safety, and durability; and
- Provide educational services to household's members and help them to better understand and control their energy use.

The contractors selected will assist the Human Services Department's Housing and Community Services Division, designated as the Snohomish County Community Action Program, in providing weatherization services to site-built single family dwellings, site-built multi-family dwellings, and manufactured (mobile) homes of approximately **144** low-income households located throughout the County with an estimated contracted expense of **\$1,152,000**. The services are primarily funded by a variety of Federal, State, and Local grant funds.

The weatherization services shall support the mission of the Community Action Program which is to:

- Reduce poverty by empowering the poor, building community capacity, changing public attitudes, and changing social attitudes.

**C. Availability of Funds** - Contracts entered into as a result of this RFQ will be negotiated with the successful proposer. The total amount of funding available for contracted cost is estimated to be **\$1,152,000** during the funding period which begins **April 1, 2015** and ends **March 31, 2016**. The County anticipates approximately half of the funding available will be used on site-built homes and the other half will be used on mobile/manufactured homes. Generally, the program weatherizes very few multifamily buildings greater than four units.

The County reserves the right to extend the contract for one or more additional years with the concurrence of the contractor or contractors. Historically, contracts originally specified for one year were extended the two following years, with negotiated minor unit price changes due to increases in material costs. There is no guarantee of continued funding or contract extension.

Weatherization and repair funds are provided by the U.S. Department of Energy (DOE), U.S. Department of Health and Human Services (HHS), Bonneville Power Administration (BPA), Washington State Matchmakers Program (MM), Public Utility District Number 1 of Snohomish County (PUD), and Puget Sound Energy (PSE). The funds are administered by the State of Washington's Department of Commerce.

**The funding described in this section is only an estimate. Actions currently under consideration both locally and nationally may dramatically affect the amount of funding available. Successful proposers are not guaranteed any specified level of funding.**

#### **D. RFQ Schedule**

Friday December 12, 2014	Notice Published - Release RFQs
Tuesday January 6, 2015 9:00-10:30 AM Room 6A04 3000 Rockefeller Ave, Everett, WA	Proposers' Conference ATTENDANCE ENCOURAGED
Friday January 30, 2015 12:00 PM (noon)	Proposal due
Tuesday February 10, 2015	Notify and Negotiate Contracts
Tuesday March 3, 2015	Contracts Issued
Wednesday April 1, 2015	Work Orders Issued

#### **II. Scope of Work to be Performed**

- A. Scope of Work** - The Contractors selected will provide weatherization and repair services for low-income owners and renters. The services will be performed in homes located throughout Snohomish County.

Services for all homes will include one or more of the following:

- insulating attics, walls, or underfloors
- air-sealing the building shell to reduce air infiltration
- sealing the air handling system (supply and return ducts and boots)
- making minor repairs, such as repairing mobile home skirting or patching a small portion of a roof
- installing windows and doors
- installing bathroom and kitchen fans
- installing whole house ventilation systems or dehumidifiers

In addition to the items listed, contractors will be required to arrange for specialists, such as plumbers and electricians, to perform specialty tasks. Contractors are expected to provide knob and tube inspections by licensed electricians when appropriate.

In homes where one or more combustion appliances are present, the contractor will conduct health and safety tests upon the completion of each day's work. In all homes, a County inspection will take place before a job is accepted as complete and eligible for payment.

In site-built homes, air infiltration reduction may include the techniques of dense-packing and pressure diagnostics. In addition to shell related air-sealing, contractors will use mastic and other materials to seal supply and return ducts and boots in all homes where forced air heating systems are present and air leakage reductions in the air handling system are possible. All attic cavity and floor insulation work in site built homes shall include the sealing of all penetrations.

Mobile (manufactured) home weatherization requires the ability to insulate roof cavities by cutting through the exterior shell and sealing the resulting holes per specifications. Roof cavity fills installed through holes drilled from the interior are an exception and are only allowed under a waiver requested and approved in advance by the owner, the occupant, and the Weatherization Program. All attic cavity and floor insulation work in mobile homes shall include the sealing of all penetrations.

An excellent discussion of requisite contractor skills and equipment is available at <http://www.waptac.org/training-tools/core-competencies.aspx>

Customer service is a priority of the program. Contractors are expected to maintain positive customer relationships at all times. All contractors must ensure that the contractor's employees, subcontractors, and subcontractor's employees shall treat each customer with dignity and respect. Recognizing that customers may not be knowledgeable about weatherization and repair work, the contractor will be asked to ensure customers are knowledgeable about the work that will be or has been done to their home. Contractors will educate customers in how the proper use and care of the products and materials installed can help them save energy and money, the ways in which customers can maintain and extend the life of any installed products, and educate customers in the use and care of any customer adjustable products.

Furnace work is contracted through a separate mechanical contract. Contractors are **not** responsible for furnace inspections or servicing, but are expected to document and report safety tests on homes with combustion appliances as needed. **See attached "Combustion Safety Test Report" Exhibit 3.** Major repairs are provided through individual proposals.

- B. Work Requirements** - Except in instances where local codes take precedence, all weatherization projects shall be weatherized in accordance with Washington Department of Commerce Weatherization (Wx) Manual (Policies and Procedures, Specifications and Standards, Supporting Documents, and Multi-Family Supplement) for the appropriate housing type. <http://www.commerce.wa.gov/Programs/services/weatherization/Pages/WeatherizationTechnicalDocuments.aspx>

On April 1, 2015, the National Renewable Energy Laboratory Standard Work Specifications [\*Guidelines for Home Energy Professionals Standard Work Specifications\*](#) (SWS) and the Washington State Weatherization Field Guide replace the Wx Manual Specifications and Standards and the Multi-Family Supplement.

<http://www.commerce.wa.gov/Documents/HIP-Weatherization-Energy-Out-West-Field-Guide.pdf>.

Policy defines allowable Wx Program work. The SWS defines the Wx outcomes. The field guide defines applicable work that meets the specifications, objectives, and desired outcomes outlined in the Standard Work Specifications for Home Energy Upgrades (SWS).

Where the referenced documents specify different requirements, materials, or methods of construction, the most restrictive shall govern. Contractors are encouraged to utilize eligible contractors under Section 3 of the Housing and Urban Development Act of 1968.

All weatherization and repair work described in this RFQ has been determined to be “Public Work” and is subject to the payment of prevailing wages. Under certain rare circumstances Davis-Bacon reporting may be required. Current State prevailing wage rates can be found at: <http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/default.asp>

Successful proposers will be required to file documents with the State regarding the labor categories and wages that are paid for the work. The contractor may post a retainage bond or a retainage amount of **five (5) percent** which will be held on all work paid. The retainage will be released upon the receipt of an Affidavit of Wages Paid form certified by the State.

All work (labor and materials) shall be warranted for a period of one **(1) year**. Contractors shall also provide customers with any manufacturer’s warranties for all contractor installed products.

Contractors are required to post a **\$40,000** Performance and Payment Bond. The Performance and Payment Bond will cover all work performed during the period of the contract. A **copy of the bond is attached as Exhibit 1**.

Contractors shall maintain **Material Safety Data Sheets (MSDS)** for all products used in the performance of the work in their office(s) and on all job sites. A copy of all the MSDS forms shall be provided to the County in the form of a notebook or booklet at the time a contract is awarded. Contractors shall update their MSDS books whenever the contractor adds a new product or there is a change in a current product.

To protect the health and safety of weatherization clients, their neighbors, and weatherization practitioners, Contractors shall utilize Lead Safe Weatherization on homes built prior to 1978, unless it has been determined by a certified risk assessor that there is no lead present. All staff that work on homes for the County must be certified in Lead Safe Weatherization (LSW). Staff new to the County program must be LSW certified within 6 months. Contractors need to be aware of and follow requirements of EPA and OSHA when working with homes built prior to 1978. Recent guidance can be found at:

[http://waptac.org/data/files/website\\_docs/government/guidance/2011/wpn%2011-6a\\_updated.pdf](http://waptac.org/data/files/website_docs/government/guidance/2011/wpn%2011-6a_updated.pdf).

- C. Award of Work** - All work shall be awarded by the County through a price analysis of the work identified for individual jobs based upon the contractors' prices submitted through their proposal. The contractor with the lowest price for the work specified on each job shall be awarded the work.

Award of work, however, may be awarded to a higher proposer if the lowest proposer has more work than they can complete within a stated time frame. Near the end of a grant period or when receiving additional funds from Commerce based on meeting strict spend down deadlines, or when performance standards require work to be completed within a specific time frame, the County may award work to the Contractor(s) who can complete the work by the target date regardless of their proposal price. The Contractor is subject to successfully maintaining positive customer relations and timely completion of work as specified. Contractors not meeting performance goals are not assured of receiving any specified amount of work.

The Contractor has **60** days after receipt of the Preliminary Notice to Proceed to complete the work unless work is issued on the basis of a specific time-sensitive completion date. If the Contractor, selected on the basis of low proposal price, is unable to meet the schedule due to lack of capacity, the Contractor may return the work via letter within **10** days of receipt. The job(s) may be awarded to another contractor that is able to meet the schedule. The County reserves the right to reissue any returned job to the original contractor. The County normally assigns work, when possible, with the exception of furnace safety inspections and repairs, as a complete job.

On a regular and on-going basis the County shall review contractors' performance in meeting customer service, safety, and work completion goals. Performance that is less than satisfactory may result in fewer jobs being issued to a contractor and/or a contractor being placed on probation. Continued unsatisfactory performance during any probationary period may lead to the cancellation of a contract.

### III. RFQ Procedures

- A. **Period of Performance** - The period of performance for services solicited under this RFQ is for the period beginning **April 1, 2015** and ending **March 31, 2016**. The County reserves the right to extend the contract for one or more additional years with the concurrence of the contractor or contractors.
- B. **Notice of Solicitation** - Failure of the County to notify any party or parties directly regarding the availability of this RFQ shall not void the RFQ process.
- C. **Deadline for Submittal** - To be considered, proposals must be received no later than **12:00 noon on Friday January 30, 2015** at the address shown below:

Bill Beuscher, Supervisor  
Snohomish County Human Services  
Office of Weatherization & Energy Assistance  
3000 Rockefeller Ave  
Everett, WA 98201-3527

Hand delivered proposals should be taken to the Reception Desk of the Lower Level in the Admin East building. There is an entrance to the lower level on Oakes Avenue between Wall and Pacific.

Late proposals are ineligible and will not be considered. Late proposals received at the Department of Human Services after the time indicated on this will be stamped on the envelope with the date and the time received. If requested by the proposer, a copy of the rejected proposal will be returned, with the original being maintained by the Department.

- D. **Modification of proposals** - In the event that a proposer desires to change any part(s) of a previously submitted proposal, the entire proposal, including copies required in Section III.G, must be re-submitted prior to the closing date and time indicated in Section III.D. After the closing date, no modification(s), including partial modifications submitted will be considered. Only the last proposal submitted shall be considered.
- E. **Addendum to RFQ** - At any point in time it becomes necessary to revise any part of the RFQ, addenda will be provided to all organizations who have submitted an RFQ. Failure of the County to notify any party or parties directly regarding the addendum to this RFQ shall not void the

process.

- F. **Copies of proposals** - Proposers must submit one original and one copy of their complete proposal. Proposals and other materials submitted in response to this RFQ become the property of Snohomish County and will not be returned. It is understood and agreed that proposers claim no proprietary rights to the ideas or approaches contained in the proposal.
- G. **Proposers' Conference** - A Proposers' Conference will be held at **9:00 A.M. on Tuesday January 6, 2015 in Room 6A04 on the 6<sup>th</sup> floor of the Admin East building, 3000 Rockefeller Avenue, Everett, WA, 98201.** The purpose of this conference will be to explain the RFQ process and answer general informational questions. All prospective proposers are encouraged to attend.

**Written inquiries concerning this RFQ may also be submitted.** Written inquiries must be received by Bill Beuscher **by 12:00 P.M (noon) on Tuesday January 6, 2015.** Written inquiries will not be accepted after that date.

Within five working days of the Proposers' Conference, if required, written responses to questions raised during the Proposers' Conference as well as any resulting addenda to the RFQ will be emailed to Proposers' Conference attendees. Oral explanations and/or instructions will not be binding.

**No questions raised after the Tuesday January 6<sup>th</sup> 2015 Proposers' Conference will be answered.**

- H. **Authorship** - Proposals developed with the assistance of organizations or individuals outside the proposer's own organization (including paid consultants) should be identified. No contingent fees for such assistance will be allowed to be paid under any contract or grant resulting from this RFQ.
- I. **Proposal Costs** - The County is not liable for any costs incurred by a proposer prior to the full execution of a contract. All costs incurred in response to this RFQ, including travel costs to attend the Proposers' Conference or contract negotiation sessions, are solely the responsibility of the proposer.
- J. **Acceptance of Terms** - By submitting proposals in response to this RFQ, the proposer accepts all terms and conditions of this RFQ, as well as all County, State and Federal regulations and requirements pertaining to the operation of the solicited services; and if selected, agrees to be bound by the proposals and the RFQ incorporated in an agreement with the County



unless the County agrees that specific parts of either the RFQ or the proposals are not part of the agreement. The County reserves the right to introduce additional terms and/or conditions during final contract negotiations.

All contracts administered by Snohomish County Department of Human Services require execution of the Basic Terms and Conditions, to which the proposer must agree as a part of, and a requirement of, this RFQ. The Basic Terms and Conditions include requirements for both general liability and automobile insurance in the amount of \$1,000,000. The County requires that all contractors doing weatherization work carry liability insurance for Pollution Occurrence. The Basic Terms and Conditions will be updated early next year and included in this contract. A **copy of the current Basic Terms and Conditions is attached.**

- K. **Right to Reject, Negotiate and/or Cancel** - The County reserves the right to reject any or all proposals if such a rejection is in the County's best interest. This RFQ is a solicitation for offers and is not to be construed as an offer, guarantee or a promise that the solicited services will be purchased by the County. The County may withdraw this Request for Qualifications at any time and for any reason without liability for damages, including, but not limited to, proposal preparation costs.

Additionally, the County reserves the right to negotiate with the apparently successful proposers and may request additional information or modification from a proposer. When deemed advisable, and before any contract is let, the County reserves the right to arrange an on-site pre-award review to determine the proposer's ability to meet the terms and conditions of the RFQ.

- L. **Evaluation Process** - An Evaluation Committee will independently evaluate and rate each RFQ. Snohomish County may make such investigations as deemed necessary to determine the ability of the proposer to perform the work, and the proposer shall furnish to the County all such information for this purpose as the County may request. The County reserves the right to reject any RFQ if the evidence submitted by, or investigation of, such proposer fails to satisfy the County that such proposer is properly qualified to carry out the obligation of the contract and to complete the work contemplated therein. Proposals must receive a minimum score of **seven hundred (700) points of the one thousand (1000)** total points to be considered qualified.

- M. **Proposal Evaluation Criteria** - Proposal evaluations will be based on the proposer's response as follows: **Management section (10%); Technical section (30%); and Weatherization Measure Unit Prices (60%).** Much of the information requested in the Management section is also required

by the **Basic Terms and Conditions, Specific Terms and Conditions (Exhibit A)**, and **Statement of Work (Exhibit B)**. The Committee will employ a proposal rating system, which assigns scores to each proposal.

- N. **Contract Award and Cancellation of Award** - The contract award will be final when Snohomish County and the successful proposer have executed a contract. **A sample contract document is attached as Exhibit 2.**

Prior to contract execution, the County reserves the right to cancel an award immediately if new regulations or policy make it necessary to change the program purpose or content substantially, or to prohibit such a program.

- O. **Right of Protest** - This procedure is to be followed in the event that an organization proposing to receive funds protests the County's decision or the selection process.

The contractor shall notify the Administrator of the Snohomish County Housing and Community Services Division in writing of the nature of the protest and request a meeting to discuss the protest. The County must receive this notification no later than five (5) working days after the occurrence of the incident upon which the protest is based.

The protest will be reviewed and, if a meeting was expressly requested in writing, it will be scheduled with the contractor within three (3) working days of the receipt of the written request for a meeting. The Administrator will issue a written response no later than five (5) working days following this meeting. At that time the response will be mailed to the contractor.

In the event that the contractor is dissatisfied with the decision rendered by the Administrator, the contractor may appeal the Administrator's decision to the Director of the Human Services Department. The contractor shall notify the Director in writing of the nature of the protest and request a meeting to discuss the protest. The Director must receive the notification no later than five (5) working days after the receipt of the Administrator's decision.

The Director will review the protest and schedule a meeting with the contractor within three (3) working days of notification. The Director will issue a written response no later than five (5) working days following this meeting. The Director's decision shall be final, however, it shall not prevent any contractor from pursuing any rights or remedies that might otherwise be available.

Should an unsuccessful proposer file a protest over the award of a contract pursuant to this Request for Qualifications, the County may elect

to postpone the award of the contracts until the completion of the protest process outlined above.

#### IV. **Proposal Requirements**

- A. **Proposal Content** - The proposal response must include all the information requested in this RFQ packet. Proposals will be screened for completeness. Failure to provide complete proposals may result in disqualification.
- B. **Proposal Face Sheet** - The proposal face sheet must be completed, signed by the person authorized to enter into contractual agreements on behalf of the proposer, and, if required, the proposer's Board chairperson.
- C. **Management Section** 100 points possible (10%)
- D. **Technical Section** 300 points possible (30%)
- E. **Weatherization Measure Unit Cost Section** 600 points possible (60%)

**MANAGEMENT SECTION**

QUALIFICATION STATEMENT\* (100 Points)

FIRM NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

BUSINESS PHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

CELLULAR PHONE NUMBER \_\_\_\_\_ PAGER NUMBER \_\_\_\_\_

FEDERAL TAX ID NUMBER \_\_\_\_\_

\* \* \* \* \*  
\* \* \* \* \*

This firm is a: Corporation \_\_\_\_\_ Partnership \_\_\_\_\_ Sole Proprietorship \_\_\_\_\_

State Certified Women or Minority Owned Firm?    Yes    No

If Yes, Certification Number: \_\_\_\_\_

Names and address of all principals, partners, officers, etc.:

Name \_\_\_\_\_ Address \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

How long has your organization been in business as a contractor? No. Years \_\_\_\_\_

How many years has your organization been a weatherization contractor? Years \_\_\_\_\_

Business License No. \_\_\_\_\_ State Registration No. \_\_\_\_\_

Type of Business License \_\_\_\_\_

\*\* Liability & Property Damage Insurance Co.

Amt. \$ \_\_\_\_\_ Policy No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

Agent: \_\_\_\_\_ Phone No. \_\_\_\_\_

Address: \_\_\_\_\_

\*\* Automobile Insurance Co.

Amt. \$ \_\_\_\_\_ Policy No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

Agent: \_\_\_\_\_ Phone No. \_\_\_\_\_

Address: \_\_\_\_\_

\*\* Name of Bonding Co. \_\_\_\_\_ Amt. \$ \_\_\_\_\_

Agent: \_\_\_\_\_ Phone No. \_\_\_\_\_

Address: \_\_\_\_\_

\*\*\*Bank Reference(s):

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Supplier References:

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

**Attach** a list of the subcontractors you intend to use in the performance of the weatherization and repair work described in the RFQ.

\* May be subject to Public Disclosure.

\*\* Proof of insurance as required in the Basic Agreement and a minimum \$40,000 Performance and Payment bond must be provided after the contractor is notified s/he has been awarded a contract. Proof of insurance and the bond are both required prior to the execution of a contract with the County.

\*\*\* **Attach** a statement from your banker or accountant detailing your firm's capacity to maintain production and an adequate cash flow while awaiting payment. At a minimum, your statement should detail your firm's capability to carry an additional \$ 40,000 worth of work for Snohomish County beyond any work performed for any other agencies or utilities.

**Attach** a copy of: Contractor's Registration, Business License, Corporation License and State Tax Certification.

<b>TECHNICAL SECTION</b>
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**TECHNICAL COMPONENT - SITE-BUILT AND MOBILE (MANUFACTURED) HOMES  
(TOTAL POINTS - 300)**

**Full-Service Weatherization Contractors**

A physical inspection and client satisfaction inquiry will be made by Snohomish County examining weatherization and repair measures installed in a sample of homes. Full-service weatherization contractors please list ten (10) homes your crews have weatherized within the past 2 years whose owner has agreed to allow us to inspect the work. If an agency or utility funded the work, please provide a “release of information form” for the agency along with a reference name and phone number we may contact for more information.

Five of the dwellings listed must be site-built, single-family homes and five of the dwellings listed must be mobile (manufactured) homes. Homes that demonstrate the full range of weatherization services may receive higher ratings. At least four (4) of the site-built homes must include the installation of attic insulation. A minimum of three (3) of the site-built homes must include a wall cavity fill. A minimum of two (2) of the site-built homes must be one and a half (1 ½) story units. A minimum of three (3) of the site-built homes must include fan (blower) door directed air sealing work. At least four (4) of the mobile homes must include the installation of attic insulation with the material installed from the exterior of the building. A minimum of three (3) of the mobile homes must include a floor cavity fill. A minimum of two (2) of the mobile homes must include fan door directed air sealing work.

The County will select four (4) homes from those you have listed for the Technical Component Evaluation. Each home shall be eligible for a total of 75 points. The rating will be scored as follows: 20 points possible on materials and installation, 20 points on the quality of the work, 15 points on agency (or utility) satisfaction, and 20 points on client satisfaction.

(1) Customer \_\_\_\_\_ Phone No. \_\_\_\_\_  
Address \_\_\_\_\_  
Type of Home:    Site-built        Mobile (manufactured)        Door Fan Air Sealing        Windows  
Date work performed \_\_\_\_\_  
Grant specifications worked under \_\_\_\_\_ Approx. \$ Amt. \_\_\_\_\_  
Funding Agency \_\_\_\_\_  
Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_  
Description of Weatherization work \_\_\_\_\_  
\_\_\_\_\_

(2) Customer \_\_\_\_\_ Phone No. \_\_\_\_\_  
Address \_\_\_\_\_  
Type of Home:    Site-built        Mobile (manufactured)        Door Fan Air Sealing        Windows  
Date work performed \_\_\_\_\_  
Grant specifications worked under \_\_\_\_\_ Approx. \$ Amt. \_\_\_\_\_  
Funding Agency \_\_\_\_\_  
Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_  
Description of Weatherization work \_\_\_\_\_  
\_\_\_\_\_

(3) Customer \_\_\_\_\_ Phone No. \_\_\_\_\_  
Address \_\_\_\_\_  
Type of Home:    Site-built        Mobile (manufactured)        Door Fan Air Sealing        Windows  
Date work performed \_\_\_\_\_  
Grant specifications worked under \_\_\_\_\_ Approx. \$ Amt. \_\_\_\_\_  
Funding Agency \_\_\_\_\_  
Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_



Description of Weatherization work \_\_\_\_\_  
\_\_\_\_\_

(4) Customer \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Type of Home:    Site-built        Mobile (manufactured)        Door Fan Air Sealing        Windows

Date work performed \_\_\_\_\_

Grant specifications worked under \_\_\_\_\_ Approx. \$ Amt. \_\_\_\_\_

Funding Agency \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Description of Weatherization work \_\_\_\_\_  
\_\_\_\_\_

(5) Customer \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Type of Home:    Site-built        Mobile (manufactured)        Door Fan Air Sealing        Windows

Date work performed \_\_\_\_\_

Grant specifications worked under \_\_\_\_\_ Approx. \$ Amt. \_\_\_\_\_

Funding Agency \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Description of Weatherization work \_\_\_\_\_  
\_\_\_\_\_

(6) Customer \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Type of Home:    Site-built        Mobile (manufactured)        Door Fan Air Sealing        Windows

Date work performed \_\_\_\_\_

Grant specifications worked under \_\_\_\_\_ Approx. \$ Amt. \_\_\_\_\_

Funding Agency \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Description of Weatherization work \_\_\_\_\_

\_\_\_\_\_

(7) Customer \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Type of Home:    Site-built        Mobile (manufactured)        Door Fan Air Sealing        Windows

Date work performed \_\_\_\_\_

Grant specifications worked under \_\_\_\_\_ Approx. \$ Amt. \_\_\_\_\_

Funding Agency \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Description of Weatherization work \_\_\_\_\_

\_\_\_\_\_

(8) Customer \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Type of Home:    Site-built        Mobile (manufactured)        Door Fan Air Sealing        Windows

Date work performed \_\_\_\_\_

Grant specifications worked under \_\_\_\_\_ Approx. \$ Amt. \_\_\_\_\_

Funding Agency \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Description of Weatherization work \_\_\_\_\_

\_\_\_\_\_

(9) Customer \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Type of Home:    Site-built        Mobile (manufactured)        Door Fan Air Sealing        Windows

Date work performed \_\_\_\_\_

Grant specifications worked under \_\_\_\_\_ Approx. \$ Amt. \_\_\_\_\_

Funding Agency \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Description of Weatherization work \_\_\_\_\_

\_\_\_\_\_

(10) Customer \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Type of Home:    Site-built        Mobile (manufactured)        Door Fan Air Sealing        Windows

Date work performed \_\_\_\_\_

Grant specifications worked under \_\_\_\_\_ Approx. \$ Amt. \_\_\_\_\_

Funding Agency \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Description of Weatherization work \_\_\_\_\_

\_\_\_\_\_

## WEATHERIZATION MEASURE UNIT PRICE SECTION

### FINANCIAL SECTION - WEATHERIZATION MEASURE UNIT PRICES (600 POINTS)

The purpose of this section is to establish prices for the installation of units of specified types and quantities of weatherization material. The prices submitted for the weatherization measure units shall be scored in the RFQ, included in the contractor's individual contract, and shall be used to determine the award of individual jobs during the contract term.

The total number of points available for this section is six hundred (600). Points shall be awarded through an analysis of typical weatherization jobs compared with the proposer's prices. Proposers should be aware that attic insulation, wall insulation, floor insulation, air sealing (including duct sealing), and repairs will be called out frequently, and thus will receive heavier weightings in the rating of unit prices. Air sealing, duct sealing, and pressure diagnostics requires the use of a blower door.

All proposer's prices will be scored. Prices may be scored in one or more of the site-built and mobile/manufactured homes and any prices not used in the homes will be scored as part of the overall Weatherization Unit Measure List.

Materials shall be installed in accordance with the following specifications and policies:

Contractors must be able to provide all measures - labor and materials - specified in the Weatherization Measure Unit Price list in accordance with all applicable Federal, State, County and local standards and specifications.

All prices are for weatherization measures installed according to industry standards and include material, labor (L), overhead (OH), permits, job site cleanup, and all other costs, excluding sales tax. All of the work anticipated to be funded through the program is determined to be public work. Contractor's labor rates must be at levels required to meet prevailing wages. Prices should reflect all costs associated with the contractor's delivery and administration of the weatherization program. All prices should be rounded to the nearest whole cent.

All materials used in the weatherization program must meet the specifications of the various funding authorities. All prices for blown insulation materials shall be for materials that meet federal recycled materials specifications.

Proposers must indicate a price for each item per the schedule below. If any required items are left blank, the proposals will be considered incomplete and the proposals may be rejected.

The prices submitted should be set at a rate which allows the contractor to install all measures to meet Federal, State, County and local standards and specifications regardless of the techniques or methods used, or how those standards and/or

specifications may change within the contract period.

For items that are identified as “dense pack”, such as E-16 and E-17, the material specified for normal applications is cellulose. Other materials may be substituted on a case by case basis with the County’s prior approval. As a guideline, to best assure “dense pack” insulation (minimum 3.5 lbs. per cubic foot), insulation blowing machines must produce a minimum of 80” of water column (w.g.) as measured with air control open, and the hose plugged.

A warranty must be provided on materials and labor for a period of one (one) year from the date of the County’s acceptance of the work (the work has passed inspection).

All weatherization measures not specified on the attached Price Component will be negotiated with the contractor on a job by job basis or prices will be requested through a supplemental proposal. The County reserves the right to delete any such measure if the price is deemed to be inappropriate.

A series of notes that provide additional information about individual measures or groupings of measures follows the Weatherization Measure Unit Price List. Please refer to these notes prior to providing any prices for weatherization measures.

	<b>2015 WEATHERIZATION MEASURES UNIT PRICE CODES</b>				
<b>CODE</b>	<b>ITEM</b>	<b>UNIT</b>	<b>MATERIAL</b>	<b>L, OH,P</b>	<b>TOTAL</b>
	<b>INFILTRATION</b>				
A-1	Door Weatherstrip, kit	each			
A-1a	Add for Lead Based Paint	each			
A-2	Foam Weatherstrip	ln.ft.			
A-4	Door Sweep	each			
A-5	Retractable Closure	each			
A-6	Door Shoe	each			
A-7	Replace Threshold	each			
A-8	Install Exhaust Fan Damper	each			
A-9	Reduce Air Infiltration	100CFM5 0			
A-12	Install New Dryer Duct & Hood	each			
A-12a	Replace Existing Dryer Duct & Hood	each			
A-13	Extra Dryer Ducting (over 10'), metal	per ft.			
A-14	New Dryer Hood	each			
A-15a	Seal Per Boot/Duct Site Built and Mobile Home	each			
A-16	Seal Single-wide Mobile Home Boots and Ducts	each			
A-17	Seal Double-wide Mobile Home Boots and Ducts (includes crossover duct)	each			
A-18	Roof Top Chimney Damper	each			
A-19	Air seal with 2-part foam	per cf.			
A-20	Measure House Air Leakage Rate	house			
A-21	Measure House Under-Door Pressures	house			
A-22	Measure House Air Leakage Rate, Under-Door Pressures, Duct Leakage, and Zone Pressures	house			
A-23	Test Out of House with Combustion Appliance(s)	house			
A-23a	In-progress Combustion Safety Test	house			
	<b>DOORS</b>				
B-1	Replace Solid Core Door Blank (standard sizes)	each			
B-2	Replace Prehung Insulated Door	each			
B-2a	Add for Lead Based Paint	each			
B-3	Replace Mobile Home Door (foam core)	each			
B-5	Replace/Adjust Striker Plate	each			
B-6	Replace Entry Lock	each			

B-8	Undercut Interior Door, one	each			
B-8a	Add for Lead Based Paint	each			
B-9	Undercut Interior Door, each additional	each			
B-9a	Add for Lead Based Paint	each			
	<b>REGLAZE WINDOW</b>				
C-1	Double Strength Glass (minimum 8 sq. ft.)	sq.ft.			
C-2	Raw Insulating Glass (minimum 8 sq. ft.)	sq.ft.			
C-3	Plate Glass (minimum 8 sq. ft.)	sq.ft.			
C-4	Safety Glass, additional charge	sq.ft.			
	<b>INSULATION - ATTIC</b>				
E-1	Open Rakes R-11, cellulose, loose fill	sq.ft.			
E-2	Open Rakes R-19, cellulose, loose fill	sq.ft.			
E-3	Open Rakes R-30, cellulose, loose fill	sq.ft.			
E-3a	Open Rakes R-38, cellulose, loose fill	sq.ft.			
E-4a	Additional Insulation per R, cellulose, loose fill	R/sq.ft.			
E-5	Open Rakes R-11, fiberglass, loose fill	sq.ft.			
E-6	Open Rakes R-19, fiberglass, loose fill	sq.ft.			
E-7	Open Rakes R-30, fiberglass, loose fill	sq.ft.			
E-8a	Additional Insulation per R, fiberglass, loose fill	R/sq.ft.			
EE-9	Open Rakes R-11, fiberglass, batt	sq.ft.			
EE-10	Open Rakes R-19, fiberglass, batt	sq.ft.			
EE-11	Open Rakes R-30, fiberglass, batt	sq.ft.			
EE-12	Open Rakes R-38, fiberglass, batt	sq.ft.			
E-13	Attic w/Floor, additional charge	sq.ft.			
E-14	Slope 2" x 4" Cavity	sq.ft.			
E-15	Slope 2" x 6" Cavity	sq.ft.			
E-16	Slope 2" x 4" Cavity, dense pack	sq.ft.			
E-17	Slope 2" x 6" Cavity, dense pack	sq.ft.			
E-19	Insulate and Weatherstrip Attic Access	each			
E-20	Complete Access Opening	each			
E-20a	Add for Lead Based Paint	each			
E-20b	Rigid Dam Only	each			
E-21	Cut Attic to Attic Access Only	each			
E-22	Pull Down Stairwell Cover	each			
E-23	Mobile/manufactured Home Attic, fill cavity - exterior	sq.ft.			
E-24	Mobile/manufactured Home Attic, fill	sq.ft.			

	cavity - interior				
E-25	Remove Blown-In Insulation				
E-26	Remove Batt Insulation				
	<b>VENTILATION - ATTIC</b>				
F-1	Ventilation	net free inch			
F-1a	Add for Lead Based Paint	net free inch			
	<b>INSULATION - STUD WALLS</b>				
G-1	R-11, batts (kneewalls)	sq. ft.			
G-2	R-19, batts (kneewalls)	sq. ft.			
G-3	R-11, 1 1/2" rigid board	sq. ft.			
G-4	R-15, 2" rigid board	sq. ft.			
	<b>INSULATION - EXTERIOR WALLS</b>				
HH-1	Dense Pack, Remove Shakes	sq. ft.			
HH-1a	Add for Lead Based Paint	sq. ft.			
HH-2	Dense Pack, Remove Lap Siding	sq. ft.			
HH-2a	Add for Lead Based Paint	sq. ft.			
HH-3	Dense Pack, Drill Siding	sq. ft.			
HH-3a	Add for Lead Based Paint	sq. ft.			
HH-4	Dense Pack, Inside Drill	sq. ft.			
HH-4a	Add for Lead Based Paint	sq. ft.			
HH-5	Non-High Density, delete charge	sq. ft.			
HH-6	Paint Plugs to match	sq. ft.			
HH-6a	Delete Painting if not needed	sq. ft.			
H-7	Ladder Time, over 12', add'l charge	sq. ft.			
	<b>INSULATION--FLOORS</b>				
J-1	Crawl Space R-11, batts	sq. ft.			
J-2	Crawl Space R-19, batts	sq. ft.			
J-3	Crawl Space R-25, batts	sq. ft.			
J-4	Crawl Space R-30, batts	sq. ft.			
J-5	Fill Cavity, Cantilever Floor or Garage Ceiling, loose fill cellulose (up to 2" x 12")	sq. ft.			
J-5a	Add for Lead Based Paint	sq.ft.			
J-5b	Paint Plugs after insulating Cantilevers, Garage Ceilings	sq.ft.			
JJ-5b	Fill Cavity, Cantilever Floor or Garage Ceiling, loose	sq. ft.			
J-6	Protect Material w/Exterior Plywood, additional charge	sq. ft.			
J-7	Ground Cover	sq. ft.			
J-8	Irregular Joist, additional charge	sq. ft.			



J-9	Crawl Space Access Opening, finished	each			
J-9a	Add for Lead Based Paint	each			
J-10	Twining R-19, joists over 6"	sq. ft.			
J-11	Manufactured Home Underfloor Insul, fill cavity, loose	sq. ft.			
J-12	Support Existing Underfloor Insulation	sq. ft.			
J-13	Low Crawl, under 18", Add'l Charge	sq. ft.			
J-14	Crawl Access (doghouse), up to 4' x 4' roofed, vented w/handles	each			
J-15	Remove Blown-In Insulation	sq. ft.			
J-16	Remove Batt Insulaton	sq. ft.			
	<b>VENTILATION--CRAWL SPACE</b>				
K-1	Crawl Vent	net free inch			
K-1a	Add for Lead Based Paint	net free inch			
K-2	Concrete Wall--6"	net free inch			
K-3	Rescreen Existing Vent	net free inch			
K-4	Vent well	each			
	<b>INSULATION--PIPES</b>				
L-1	Water Pipes (minimum R-3)	ln.ft.			
L-1a	Water heater Pipe				
L-2	Hydronic Pipes, R-11 fiberglass	ln.ft.			
	<b>INSULATION--HVAC DUCTS</b>				
M-1	R-11, surface area	sq.ft.			
M-2	R-19, surface area	sq.ft.			
M-3	R-11, with Vinyl Facing, surface area	sq.ft.			
M-4	R-19, with Vinyl Facing, surface area	sq.ft.			
M-5	Replace Crossover Duct--10"-14" galvanized metal	ln.ft.			
M-6	Replace Crossover Duct --10"-14" diameter flex duct	ln.ft.			
	<b>PRIME WINDOW REPLACEMENT</b>				
	<b>CLASS 40 (NFRC) OPENABLE</b>				
N-1	0-7.99 Square Feet	each			
N-2	8-15.99 Square Feet	sq.ft.			
N-3	16-23.99 Square Feet	sq.ft.			
N-4	24-50 Square Feet	sq.ft.			
N-6	Insulated Sliding Glass Door Replacement - 6'	each			
N-7	Add for Over/Under Size Door	each			

N-7a	Add for Lead Based Paint (per opening)	each			
	<b>PRIME WINDOW REPLACEMENT</b>				
	<b>CLASS 40 (NFRC) NON-OPENABLE</b>				
N-8	0-7.99 Square Feet	each			
N-9	8-15.99 Square Feet	sq.ft.			
N-10	16-23.99 Square Feet	sq.ft.			
N-11	24-50 Square Feet	sq.ft.			
	<b>PRIME WINDOW REPLACEMENT</b>				
	<b>VINYL CLEAR - OPENABLE</b>				
O-1	0-7.99 Square Feet	each			
O-2	8-15.99 Square Feet	sq.ft.			
O-3	16-23.99 Square Feet	sq.ft.			
O-4	24-50 Square Feet	sq.ft.			
O-6	Insulated Sliding Glass Door Replacement - 6'	each			
O-7	Add for Over/Under Size Door	each			
	<b>PRIME WINDOW REPLACEMENT</b>				
	<b>VINYL CLEAR NON-OPENABLE</b>				
O-8	0-7.99 Square Feet	each			
O-9	8-15.99 Square Feet	sq.ft.			
O-10	16-23.99 Square Feet	sq.ft.			
O-11	24-50 Square Feet	sq.ft.			
	<b>OTHER WINDOW ITEMS</b>				
P-3	Replace Window Crank, awning	each			
	<b>HOT WATER HEATERS</b>				
Q-1	Water Heater Wrap	each			
Q-2	Water Heater, adjust thermostat only	each			
Q-3	Low Flow Shower Head	each			
Q-4	Install New Energy Tank (40 or 52 gallon), electric (Minimum tank rating: .93 for under 59 gal)	each			
Q-6	Install New Energy Tank (40 or 52 gallon), gas (Minimum tank rating: .93 for under 59 gal)	each			
	<b>MECHANICAL VENTILATION EXHAUST FAN</b>				
S-1	Vent Bathroom Fan	each			
S-2	Install Bathroom Fan, with Damper and Vent	each			
S-2a	Add for Lead Based Paint	each			
S-2b	Replace Existing Bathroom Fan and include Timer	each			

S-2c	Add for Whole House Fan	each			
S-3	Vent Kitchen Fan	each			
S-4	Install Kitchen Fan, Hood, Light, Damper and Vent	each			
S-4a	Add for Lead Based Paint	each			
S-5	Rebuild Fan (new motor, blades, damper)	each			
S-5a	Clean and Lube Fan	each			
S-6	Indoor Air Quality Vent, with damper	each			
S-6a	Add for Lead Based Paint	each			
S-7	Exhaust fan timer, 24 hour cycle	each			
S-7a	Add for Lead Based Paint	each			
S-16	60 Minute Timer	each			
S-17	Dehumidifier, 25 pt./day	each			
S-18	Dehumidifier, 30 pt./day	each			
S-19	Dehumidifier, 40 pt./day	each			
S-20	Sump Pump- Replace existing	each			
S-21	Install Bathroom Fan with Light	each			
S-21a	Add for Lead Based Paint	each			
S-21b	Replace Existing Bathroom Fan and include Timer	each			
S-21c	Add for Whole House Fan	each			
S-23	Install Kitchen Exhaust Fan, Duct & Damper	each			
S-23a	Add for Lead Based Paint	each			
S-23b	Replace Existing Kitchen Fan	each			
S-24	Interior Hygrometer/Thermometer	each			
S-25	Replace Existing Kitchen Fan, Hood, and Light	each			
	<b>REPAIRS &amp; EXTRA WORK</b>				
T-1	Electrical Repairs	per hr			
T-1a	Electrical Permit	each			
T-2	Plumbing Repairs	per hr.			
T-2a	Plumbing Permit	each			
T-4	Semi-skilled Labor	per hr.			
T-5	Carpentry	per hr.			
T-6	Roof Patch	per hr.			
T-8	Certificate Charge - knob and tube	each			
T-9	FS-25	sq.ft.			
T-10	Gutters/Downspouts	ln. ft.			
T-11	Elbows	each			
T-12	Splash Blocks	each			

	<b>MOBILE HOME REPAIRS</b>				
U-1	Cool Seal Roof	sq.ft.			
U-2	Skirting Repair	sq.ft.			
U-3	Rodent Barrier Repair	sq.ft.			
U-4	Floor Patch	sq.ft.			
U-5	Insulate & Weatherstrip WH Hatch, mobile home	each			
	<b>ACCESSORIES</b>				
V-1	Smoke Detector, battery operated	each			
V-2	Smoke Detector, replace hardwired	each			
V-3	Carbon Monoxide Detector, battery operated	each			
V-4	Carbon Monoxide Detector, electric plug in	each			
	<b>LIGHTING</b>				
W-1	Fluorescent Lamp, magnetic	each			
W-2	Fluorescent Lamp, electronic	each			
W-3	Fluorescent Lamp, circline	each			
W-4	Exterior Fluorescent with Fixture	each			

## NOTES TO FINANCIAL SECTION - WEATHERIZATION MEASURE UNIT PRICES

### GENERAL SPECIFICATIONS

Except in instances where local codes take precedence, all weatherization work is governed by the Washington Department of Commerce Weatherization (Wx) Manual. On April 1, 2015, the National Renewable Energy Laboratory Standard Work Specifications (SWS) and the Washington State Weatherization Field Guide replace the Wx Manual Specifications and Standards and the Multi-Family Supplement.

## INFILTRATION

A-1, A-4, A-5, Door Weatherstrip kit and A-4/A-5 Sweeps, use silicone or vinyl.

A-2, Foam Weatherstrip, and other individual items such as a lineal foot of, will only be called out when used as a prescriptive measure.

A-9, Reduce Air Infiltration, at 100CFM50 use all measures necessary to reduce air infiltration. No individual measures will be identified. All work done as A-9 requires the use of a door fan and pressure diagnostics accessories.

A-10, Air Sealing, use worksheet for reduction of 100 CFM50 per hour.

A-12, Install Dryer Duct, use up to 10 feet of smooth metal ducting and a hood with a flapper damper, exiting outside of the footprint of the home and away from walking surfaces. Dryer duct runs should be installed so as to be as short as practical.

A-15, A-16, and A-17, Seal Boots and Ducts, block duct ends, seal ducts, boots, crossovers, and plenums, as necessary with mastic to reach target pressure pan numbers. Ducts that extend more than 8 inches beyond the last register on a duct run (at either end) will be filled with fiberglass insulation and capped with metal and sealed with mastic.

A-22, Measure House Air Leakage Rate, measure under-door pressures, duct leakage, and zonal pressures, i.e. house to attic, crawl and attached garage.

## DOORS

B-1, B-2, and B-3 are to install a new door and hardware. New hardware, including a new lockset, deadbolt, and peephole should be installed unless existing hardware must be reused to match existing hardware or locks. Prime or seal all newly installed wood.

B-8 and B-9, Undercut Interior Doors, undercut to pressure balance forced air heating systems. B-8 is the rate for the first door bottom cut off, which includes time to set up and tear down.

B-9 is the rate for each additional door undercutting. Seal door bottoms after cutting.

## REGLAZE WINDOW

The minimum size that will be called out to reglaze a window will be 8 square feet.

## INSULATION-ATTIC

Attic insulation in a site-built house includes any necessary baffling and rigid damming to contain materials, and the air sealing of all penetrations and bypasses.

Rigid damming is included in the cost when insulating an attic area greater than or equal to 400 square feet and there is enough clearance. The rigid dam is to be made from plywood or strand board and strong enough to support the weight of a person.

Attic insulation in a mobile/manufactured house includes sealing all penetrations, including but not limited to plumbing, ventilation, electrical, and marriage lines.

E-20, Complete Access Opening, use a rigid dam when there is enough clearance, and weatherstrip and insulate the hatch.

E-20a, Rigid Dam Only, when the area in the attic to be insulated is less than 400 square feet and when there is enough clearance.

E-22, Pull Down Stairwell Cover, sides should be made of rigid dam material and insulated with at least R-11, and the hatch weatherstripped and insulated to R-38.

## INSULATION - EXTERIOR WALLS

Cavity fill wall insulation will be done through 2 inch holes. Wall cavities without fire blocking may be filled through one centrally located hole using a 1 inch tube insert, or two holes, drilled high and low without the tube insert. A tube insert is not required in walls with fire blocking. Drilling of holes in the finished siding is to be avoided whenever possible. Drilled holes on exposed plugs will be sealed to avoid bleeding into the plugs, and plugs will be spackled.

HH-1 through HH-4, includes painting nail heads and chipped spots caused by removing, reinstalling or replacing shakes or siding.

HH-6, delete painting when not needed.

## INSULATION--FLOORS

Floor insulation in site-built homes requires filling the cavity with the appropriate batt for the depth of the joist cavity, after sealing all floor penetrations (e.g. plumbing, electrical, ventilation, ducts, and boots.)

Floor insulation in a mobile/manufactured house includes sealing all penetrations, including but not limited to plumbing, ventilation, electrical, and marriage lines. Floor insulation in either site-built or mobile/manufactured homes does not include wrapping exterior pipes.

J-8, Irregular Joist, to be any joist spacing other than 16" on center or 24" on center.

## INSULATION--HVAC DUCTS

Insulation of ducts on site built homes includes sealing all joints with mastic. On double wide manufactured homes the crossover duct joints must be sealed with mastic.

#### PRIME WINDOW REPLACEMENT - CLASS 40 (NFRC) & Vinyl, Clear

All window replacements include returning the interior and the exterior of the home to a finished state ready for paint or stain. All newly installed wood must be primed or sealed.

#### MISCELLANEOUS

##### HOT WATER HEATERS

Must be installed with rigid foam board under the tank and seismic strapping. Must be at least R-12 insulation.

##### FURNACE MODIFICATIONS

##### MECHANICAL VENTILATION--EXHAUST FAN

Fans shall be Panasonic WhisperGreen, WhisperComfort, or equivalent, substitutions subject to prior County approval. Newly installed bathroom and kitchen fans (S-2, S-4, S-21, and S-23) shall include electrical drop, wall switch and duct work. Fans with lights shall have electronic ballast CFL's.

S-2b and S-21b, Replace Existing Bathroom Fan and include Timer, is a 60 minute timer.

S-2c and S-21c, Whole House Fan, is a continuous run fan with a motion sensor or an intermittent fan with adjustable CFM and a programmable timer.

S-17, S-18, and S19, Dehumidifiers, must be permanently installed, hard wired and must drain to the household waste system.

S-23, Kitchen Exhaust Fan, is ceiling or wall mounted.

S-24, Hygrometer/Thermometer, is a Grainger #3ZH92 or approved equivalent.

#### REPAIRS & EXTRA WORK

Items T-1 through T-6 is for time and materials. Time and materials charges by approved sub-contractors reimbursed at invoice plus 10%.

T-1a and T-2a will be entered manually according to jurisdiction of the permit.

Snohomish County Department Of Human Services  
**PROPOSAL FACE SHEET**

Proposer  
Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

Employer No. (EIN) \_\_\_\_\_

In signing below, the proposer agrees to all terms and conditions of the Weatherization Program Request for Qualifications including the terms and conditions in the Specific Terms and Conditions, Basic Terms and Conditions, and assurances which are available upon request from the Human Services Department and incorporated as a part of this RFQ.

Further, the proposer states that he/she is \_\_\_\_\_  
(a partner or officer of the firm of, etc.) the party making the attached proposal, that such proposal is genuine and not collusive or sham; that said proposer has not colluded, conspired, connived or agreed, directly or indirectly, with any proposer or person, to put in a sham proposal or to refrain from proposing, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the proposed price of affiant or of any other proposer, or to fix any overhead, profit or cost element of said proposed price or of that or any other proposer, or to secure any advantage against Snohomish County, or any person interested in the proposed contract; and that all statements in said proposal are true.

Signature of Legal Authority: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

SUBSCRIBED and SWORN to before me

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_



**PROPOSAL EVALUATION CRITERIA**

<b>TOTAL POINTS POSSIBLE (100%)</b>	<b>1000</b>
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**1. Technical Section: 300 points (Maximum score of 75 points is for each of four homes)**

A. Materials and Installation. 20 points

Considerations: Does the work demonstrate a full range of services and weatherization measures, were the materials chosen appropriate for the situation and installed according to specifications, and were all required elements related to the installation of each measure satisfactorily addressed?

B. Quality of the Work. 20 points

Considerations: Were all materials installed in a professional manner, were any repairs needed to provide insulation done correctly, were all repairs installed to correspond with existing conditions, and was any air sealing work completed done in a manner that is both inconspicuous and appropriate?

C. Agency and Utility Satisfaction. 15 points

Considerations: Were any agency/utility timelines for completing the work met, did the contractor handle callbacks in a timely manner, and was the overall performance of the contractor satisfactory?

D. Client Satisfaction. 20 points

Considerations: Did the contractor establish a good working relationship with the client, treat the client and the client's property with respect, establish a schedule and adhere to it, provide information to the client on the materials and equipment installed in the home, and meet the client's expectations for the services and information provided?

<b>Sub-total (30%)</b>	<b>300</b>
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**2. Management Section: 100 points**

- A. Minority-owned or Women-owned Business. 10 points

Considerations: Is the firm a State-certified Minority or Women-owned Business?

- B. Weatherization Experience. 40 points

Considerations: How many years has the firm been a weatherization contractor and what experience does the firm have with State and Utility sponsored programs?

- C. References. 30 points

Considerations: Does the firm have positive relationships with its suppliers? Does the firm have positive relationships with the agencies and utilities it works with? Does the firm have a good record with Labor and Industries and the Better Business Bureau?

- D. Financial Capabilities. 20 points

Considerations: Is the firm capable of meeting the County's insurance and bonding requirements? Does the firm have the financial capability to support \$40,000 worth of work while payments are processed?

<b>Sub-total (10%)</b>	<b>100</b>
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**3. Weatherization Unit Measure Section:**

- A. Analysis of Prices in Typical Sample Homes. 400 points

Considerations: What are the contractor's proposed prices for four representative homes?

- B. Balance of the Weatherization Unit Measure Prices. 200 points

Considerations: What are the prices the contractor has proposed for other items not used in the analysis of the sample homes?

<b>Sub-total (60%)</b>	<b>600</b>
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