

# RFA-21-18-WEA

## Request for Application Weatherization Assistance Program 2021 - 2024



Procurement Department  
2700 NE Interstate 410 Loop, Suite 101  
San Antonio, TX 78217  
Voice (210) 362-5200  
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**RFA Release Date:** Feb 5, 2021  
**RFA Applications Accepted:** Feb 5, 2021–Dec 31, 2024  
**Technical Assistance Requests:** Feb 5, 2021–Dec 31, 2024  
**Pre-bid Conference** **RESCHEDULED RFA-2021-18-WEA**  
**PRE-BID MTG. GoToMeeting**  
**Fri, Feb 26, 2021 10:00 AM - 11:00 AM (CST)**  
**<https://global.gotomeeting.com/join/336127549>**  
**US (Toll Free): 1 877 309 2073**  
**tel:+18773092073,,336127549#**  
**US +1 (571) 317-3129**  
**tel:+15713173129,,336127549#**  
**Access Code: 336-127-549**

**Response Deadline:** Dec 31, 2024

RFA Links: <http://www.aacog.com/bids.aspx>

Notice: Prospective proposers who receive this document from a source other than AACOG should immediately contact AACOG and provide their name, company, and email address in order that an addendum to the RFA or other communication can be delivered. Any prospective proposer who fails to provide the agency with this information assumes complete responsibility for complete submission requirements.

ALAMO AREA COUNCIL OF GOVERNMENTS

RFA-21-18-WEA  
Weatherization Assistance Program

Issuance Date	February 5, 2021
Technical Assistance	Feb 5, 2021 – Dec 31, 2024
Response Deadline	December 31, 2024
Pre-Bid Conference	<b>RESCHEDULED RFA-2021-18-WEA PRE-BID MTG. GoToMeeting Fri. Feb 26. 2021 10:00 AM - 11:00 AM (CST)</b> <a href="https://global.gotomeeting.com/join/336127549">https://global.gotomeeting.com/join/336127549</a> US (Toll Free): 1 877 309 2073 <a href="tel:+18773092073,336127549#">tel:+18773092073,,336127549#</a> US +1 (571) 317-3129 <a href="tel:+15713173129,336127549#">tel:+15713173129,,336127549#</a> Access Code: 336-127-549
Submission Address	Alamo Area Council of Governments 2700 NE Loop 410, Suite 101 San Antonio, Texas 78217 Attn: RFA-21-18-WEA
Vendor Contract Start Date	February 1, 2021
Vendor Contract End Date	December 31, 2021
Requests for Technical Assistance	Requests for technical assistance must be submitted by email to: E-mail: <a href="mailto:dogura@aacog.com">dogura@aacog.com</a> Phone: (210) 362-5228 Requests for Technical Assistance will be accepted until COB: December 31, 2024

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## **PART 1.0 – SCOPE OF REQUEST**

### **1.1 ACRONYMS**

- 1.1.1** RFA – Request for Application
- 1.1.2** AACOG – Alamo Area Council of Governments
- 1.1.3** AYBR – Amy Young Barrier Removal
- 1.1.4** H4TH – Homes for Texas Heroes
- 1.1.5** WEA – Weatherization
- 1.1.6** HUB - Historically Underutilized Businesses
- 1.1.7** DSE - Disadvantaged Business Enterprise
- 1.1.8** VET – Veteran
- 1.1.9** DOE – Department of Energy
- 1.1.10** TDHCA – Texas Department of Housing and community Affairs
- 1.1.11** LIHEAP – Low Income Home Energy Assistance Program
- 1.1.12** WAP – Weatherization Assistance Program
- 1.1.13** ECM – Energy Conservation Measure
- 1.1.14** SOW – Scope of Work
- 1.1.15** HVAC – Heating, Venting, and Air Conditioning
- 1.1.16** CO – Carbon Monoxide
- 1.1.17** NTP – Notice to Proceed
- 1.1.18** IDIQ - Indefinite Delivery, Indefinite Quantity Contract
- 1.1.19.** AHAM – Association of Home Appliance Manufacturers
- 1.1.20.** ANSI – American National Standards Institute
- 1.1.21.** ASTM – American Society for Testing and Materials International
- 1.1.22.** IEEE – Institute of Electrical and Electronics Engineers
- 1.1.23.** NFPA – National Fire Protection Association
- 1.1.24.** SRCC – Solar Rating and Certification Corporation
- 1.1.25.** UL – UL (formerly Underwriters Laboratories)
- 1.1.26.** TVC – Texas Veteran’s Commission
- 1.1.27.** ASHRAE – American Society of Heating, Refrigeration, & AC Engineers
- 1.1.28.** CAZ – Combustion Appliance Zone
- 1.1.29.** CFR – Code of Federal Regulations
- 1.1.30.** OAG – Office of Attorney General
- 1.1.31.** LBP – Lead Based Paint
- 1.1.32.** RRP – Remodeling and Painting Rule
- 1.1.33.** DOW – Description of Work
- 1.1.34.** GPM – Gallons Per Minute
- 1.1.35.** GPF – Gallons Per Flush
- 1.1.36.** LPF – Liters Per Flush
- 1.1.37.** BTU – British Thermal Unit
- 1.1.38.** kBTU – kilo British Thermal Unit
- 1.1.39.** k - thousand
- 1.1.40.** IPC – International Plumbing Code
- 1.1.41.** UPC – Universal Product Code
- 1.1.42.** IEEE – Institute of Electrical and Electronics Engineers
- 1.1.43.** PV – Photovoltaic
- 1.1.44.** WPN – Weatherization Program Notice
- 1.1.45.** LED – Light Emitting Diode
- 1.1.46.** LB – pound

- 1.1.47. OZ – Ounce
- 1.1.48. TAS – Texas Accessibility Standards
- 1.1.49. ADA – American with Disabilities Act

## **1.2 PURPOSE OF REQUEST FOR APPLICATION (RFA)**

The purpose of this RFA is to identify eligible contractors through qualification to provide energy conservation and accessibility renovation services within the applicable service area for the Amy Young, Homes for Texas Heroes, Weatherization, and Area Agency on Aging (AAA) programs administered by the Alamo Area Council of Governments (AACOG). Work will be performed in single family and multi-family units for the AACOG Weatherization Assistance Program (WAP) commencing February 1, 2021 and ending December 31, 2021, with a yearly renewal option for four (4) years, contingent upon contractor performance, AACOG approval, and funding availability. AACOG is accepting applications for qualifications from firms to provide the following services:

- 1.1.19 Provide low-income, eligible clients with Energy Conservation Measures
- 1.1.20 Provide home accessibility modifications for persons with disabilities.
- 1.1.21 Provide home modifications and/or home repairs for Veterans.
- 1.1.22 Provide minor home repair for seniors 60 and older

## **1.3 BACKGROUND INFORMATION**

### **1.3.1 Alamo Area Council of Governments (AACOG)**

AACOG is a voluntary association of municipal and county governments and special districts located in Bexar County and the surrounding twelve counties. Defined as a political subdivision of the State of Texas, the Alamo Area Council of Governments (AACOG) was established in 1967 under Chapter 391 of the Local Government Code as a voluntary association of local governments and organizations that serves its members through planning, information, and coordination activities. AACOG serves the Alamo Area/State Planning Region 18, which covers 13 counties and 12,582 square miles. Comprising the area planning region are Atascosa, Bandera, Bexar, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, Medina, McMullen, and Wilson counties.

It is AACOG's policy to treat all persons, potential members, vendors, contractors, subcontractors, providers, suppliers, and others fairly, equitable, in a nondiscriminatory manner. AACOG employees, as public servants, will execute their duties in a fair and legal manner, avoiding actual or perceived conflicts of interest.

### **1.3.2 Funding Sources**

Funding for this RFA is from the United States Department of Energy (DOE) Weatherization Assistance Program (WAP), the Texas Department of Housing and Community Affairs (TDHCA) Low Income Home Energy Assistance Program (LIHEAP), Amy Young Barrier Removal (AYBR) Program, Texas Veteran's Commission (TVC), and Texas Department of

Health and Human Services (HHSC).

AACOG expects to award multiple contracts for services in the AACOG region.

## **1.4 SCOPE OF WORK**

### **1.4.1 Weatherization Assistance Program (WAP) Work Description**

WAP work includes, but is not limited to the installation of attic, wall, and floor insulation; replacement and/or repair Heating, Venting, and Air Conditioning (HVAC) systems, including central systems and duct work; central and vented wall furnaces, removal of unvented space heaters; venting items to code; removal and replacement of window A/C units; replacement of refrigerators; gas stoves and water heaters; replacement and/or repair of windows, doors or storm windows; installation of solar screens; weather-stripping, caulking, and other air infiltration reduction measures. Other items may include tub surround work, door adjustments, jamb-ups, minor roof repairs, sheetrock work, installation of gas and electrical lines, digital thermostats, smoke and carbon monoxide (CO) detector installation etc.

The Amy Young Barrier Removal (AYBR) program allows for home modifications that increase accessibility, eliminate life-threatening hazards and correct unsafe conditions for eligible homes. Modifications include, but are not limited to ramps, grab bars, door widening, and bathroom modifications.

### **1.4.2 Amy Young Barrier Removal (AYBR) and Homes for Texas Heroes (H4TH) Bid Process**

AACOG qualifies family and home eligibility. A 3<sup>rd</sup> party vendor and/or AACOG conducts energy audits. AACOG issues a Scope of Work (SOW) to the contractor and a prebid meeting is held at the project site. Contractors are required to attend the prebid meeting. The Contractor utilizes the SOW and prebid meeting to create the bid proposal and submit to AACOG. AACOG selects and awards the winning bid to the contractor. The AYBR and H4TH Programs General Work Specifications (**Appendix A**), are attached to this RFA. The AYBR and H4TH Material Installation Standards web link is in Section 1.13.13 of this RFA.

### **1.4.3 WAP Bid Process**

AACOG qualifies family and home eligibility. A 3<sup>rd</sup> party vendor and/or AACOG conducts energy audits. AACOG defines, creates, and assigns the work order to a contractor. Costs are determined by AACOG.

### **1.4.4 Work Assessment**

AACOG will perform the majority of work associated with assessing homes to determine eligibility for WAP programs. See Exhibit D, 2021 Assessment Pricing List. Occasionally, AACOG will use 3<sup>rd</sup> party contractors to assess home eligibility to expedite the process. Assessment includes blower door testing, duct testing, refrigerator metering, combustion appliance zone testing, plus mandatory camera photographs of walls and anomalies,

recommended measures in conformity with LIHEAP Priority list, client questionnaire, floor plan with windows and door sizes, attic inspection, wall inspection, Combustion Appliance Zone (CAZ) zone test, appliance specifications sheet, blower door datasheet, American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE) 62.2 2016 calculator, duct blower data sheet, refrigerator calculator, refrigerator replacement form, acknowledgement of burglar bar removal, window unit replacement calculator, acknowledgment of refusal of weatherization work measures (if applicable), notes to the auditor, Energy Conservation Education, Unified Weatherization Elements Notification, Mold-Like Substance Notification and Release Form, and Systematic Alien form.

- 1.4.5** All work must comply with all applicable policies, procedures, and regulations of federal, state, and AACOG documents attached and/or referenced in this RFA for the Amy Young, Homes for Texas Heroes, and Weatherization programs managed by AACOG. Contractor understands and agrees that any work performed under this RFA is done pursuant to either a State or Federally funded program with detailed specifications and requirements that **MUST** be strictly adhered to and faithfully followed in all respects. Contractor must use only materials which meet or exceed the standards prescribed by referenced or attached documents to this RFA.
- 1.4.6** A "Notice to Proceed" shall be generated to the Contractor that has been awarded the project. The notice to proceed will contain a start date and an anticipated completion date (As dictated by the Program Manager and/or assigned representative in writing). The Notice to Proceed is the official written authorization indicating that a Contractor has been awarded the project. Contractor shall not begin any work until receiving AACOG's written Notice to Proceed.

## **1.5 PROJECT BUDGET**

Maximum estimated funds per AACOG approval, available per project:

- 1.5.1** \$ 8,000.00 budget per project for **WAP** funded customers
- 1.5.2** \$20,000.00 budget per project for **AYBR** funded customers
- 1.5.3** \$15,000.00 budget per project for **TVC** and **H4TXV** funded customers

## **1.6 CONTRACT AND PAYMENTS**

- 1.6.1** The contract may be renewed in one (1) year increments up to four (4) times contingent upon contractor performance, continued funding, and AACOG approval.
- 1.6.2** AYBR and H4TH Program's contracts are based on contractor competitive bid process.
- 1.6.3** A **WEA Standard Price List (Exhibit A)**, is attached to this RFA for all



weatherization materials. AACOG will not reimburse contractor for any other costs incurred.

- 1.6.4** Completion of services by Contractor shall be determined by AACOG. All payments shall be made in accordance with the **Standard Price List**, attached hereto as (**Exhibit A**). Payments under this RFA shall not exceed the quoted amounts.
- 1.6.5** AACOG shall not be liable for any costs incurred by Contractor in the performance of this RFA, which have not been billed to the agency within thirty (30) days following termination of this RFA.
- 1.6.6** Contractor shall submit invoices to AACOG for payment for each completed unit on a monthly basis. Contractor understands and agrees that it will be paid solely through AACOG's funding sources and payment is contingent upon AACOG's reimbursement from its funding sources. Contractor hereby agrees and acknowledges that Contractor shall not have any claim against AACOG in the event AACOG loses funding from its sources and is unable to pay Contractor for work performed.
- 1.6.7** Contractor must submit a summary with an itemized listing of materials and labor costs (Building Weatherization Report or BWR) for each weatherization dwelling unit completed. All weatherization work is performed on a cost-reimbursement basis. No draws and or advances will be provided under this or any subsequent agreement. Payment for labor and materials will be made when the completed work on the dwelling unit has passed a Final Inspection performed by AACOG, and AACOG has received funds from the TDHCA or other applicable funding sources. Payment will normally be made within a 30-day timeframe from the date of invoicing.

## **1.7 CONTRACTOR REQUIREMENTS**

- 1.7.1** The contractor must recognize the special needs and concerns of low-income, elderly and handicapped clients and must ensure that clients are at all times treated respectfully and professionally. The contractor's staff must conduct themselves in a professional manner at all times.
- 1.7.2** Contractor must be licensed, certified and prepared to adhere to Lead Safety Practices when performing work on older housing stock. Contractors should expect unannounced monitoring of records and work sites by AACOG staff as well as various agencies from the U.S. Government and the State of Texas. All work will be inspected by an AACOG Inspection Professional prior to invoicing.
- 1.7.3** Upon completion of a project, the contractor must remove all debris from the job site and dispose of it in a proper and responsible manner.
- 1.7.4** The contractor will take all precautions necessary to protect all existing trees, shrubbery, plants, sidewalks, buildings, vehicles, etc., in the work area.
- 1.7.5** The contractor is responsible for adhering to the Lead Safe Weatherization

Practices as outlined in the Lead Safe Weatherization Jobsite Handbook by Montana State University Extension Service.

- 1.7.6 The work must be completed in a timely and expeditious manner. The contractor is expected to provide monthly progress reports to AACOG indicating work schedule and work status. AACOG will provide the contractor with an energy audit or listing of all the work measures authorized to be performed by the contractor on the particular dwelling unit. The contractor (work crew supervisor) is responsible for advising AACOG of any recommended changes; however, no changes will be authorized or paid for by AACOG without AACOG's prior written approval. Failure of the contractor to perform the work in accordance with the energy audit or instructions provided by AACOG will be grounds for termination of the weatherization contract.
- 1.7.7 The contractor and its subcontractors are considered independent contractors and shall indemnify and hold harmless AACOG, AACOG Weatherization staff and weatherization clients from all claims arising out of work performed.
- 1.7.8 The contractor must furnish all labor and on-site supervision pursuant to completion of weatherization activities within the identified AACOG service area.
- 1.7.9 Contractor must rebuild, repair, restore and make good at his/her own expense all injury and damage to same which may result from work being performed under this contract.
- 1.7.10 The contractor's field staff or assigned work crew must be proficient and trained in the proper installation of comprehensive weatherization measures and use and application of weatherization diagnostic equipment and tools. Contractor must complete **Tools and Equipment List Form (Exhibit B)**.
- 1.7.11 The weatherization work measures may include work requiring the professional expertise or skills of a licensed HVAC company, plumber or electrician. The contractor is responsible for ensuring that this be provided. If the contractor chooses to subcontract this type of work, prior written approval from AACOG is required. Subcontractors are subject to the same standards as the general contractor. Therefore, financial capacity, compliance applicable laws, rules and regulations, installation standards, etc., will be required of subcontractors as well. Contractor is responsible for the payment and management of any subcontractors they employ. AACOG will not be charged separately for any type of subcontractors cost or required equipment necessary to perform construction or tests.
- 1.7.12 The Federal Privacy Act of 1974 and related state law and regulation regulate the proper disclosure of individually identifiable information and/or records. Contractor must take special precautions to protect confidential information from loss, authorized use, access, disclosure, modification and destruction.
- 1.7.13 Performance of this RFA and all work or obligations covered by and arising

out of this RFA shall be at the risk of Contractor exclusively. To the fullest extent permitted by law, Contractor shall, with respect to all work or obligations covered by or arising out of the this RFA, or the performance thereof, indemnify, hold harmless and defend AACOG and each of its officers, partners, joint venture partners, representatives and/or employees from and against any and all allegations, losses, claims, actions, demands, damages, liabilities, or expenses (including costs, expenses and attorney's fees), arising directly or indirectly from this RFA, or the performance thereof.

**1.7.14** Contractor is responsible for any job-related illness or injury to workers in their employment and/or weatherization clients, and shall indemnify and hold harmless AACOG personnel and weatherization clients in the event an on-the-job illness or injury occurs.

**1.7.15 CFR 41 Part 60-3/4/20/50 – Obligations of Contractors and Subcontractors**

These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment qualified protected veterans, qualified individuals with disabilities and all individuals without regard to race, color, religion, sex, or national origin.

**1.8 MATERIAL REQUIREMENTS**

**1.8.1** AACOG will not be billed for materials transportation or delivery costs. Materials must be new and in good condition. AACOG will not be charged for items, which are damaged prior to or during installation, or wasted or unused (excess/leftover) materials.

**1.8.2** All materials furnished by contractor must meet applicable U.S. Department of Energy (DOE) standards and must comply with the Texas Department of Housing & Community Affairs (TDHCA) materials standards set forth in the (SWS) Standard Work Specifications, and **(Appendix A)**. Materials must be new and in good condition. AACOG will pay only for those materials which meet applicable standards and which are acceptably and properly installed on eligible dwelling units.

**1.8.3** Contractors are responsible for documenting standards for the installation of materials pursuant to the federal Weatherization Assistance Program. Documentation must be complete and legible and will include photographs of all ECM's installed, documenting serial numbers, model numbers, efficiency ratings and other specifications.

**1.9 REQUIRED TESTING**

**1.9.1** The contractor is required to conduct blower door tests prior, during and after the work (air sealing) has been completed. The air exchange rate must satisfy the desired range as prescribed by AACOG. The contractor must also conduct

a carbon monoxide test on all combustion appliances in each dwelling.

- 1.9.2** When ambient CO levels exceeding 9 ppm (parts per million) are detected the contractor will disregard all air-sealing requirements and notify AACOG prior to initiating weatherization activities. Should knob-and-tube wiring be discovered during the pre-installation assessment, the contractor must immediately contact AACOG prior to the installation of any weatherization measures.

## **1.10 QUALITY REQUIREMENTS**

- 1.10.1** Contractor must rebuild, repair, restore and make good at his/her own expense all injury and damage to same which may result from work being performed under this contract.
- 1.10.2** Contractor must own an acceptable refrigerant recovery unit and must dispose of any recaptured refrigerant as required by local code and/or state law.

## **1.11 INSPECTION and REPORT REQUIREMENTS**

- 1.11.1** The contractor is responsible for correcting any work deficiencies identified by the AACOG Inspection Professional. Deficiencies may include quality of workmanship, size of HVAC systems, incomplete work, etc. Failure to take required corrective action within a reasonable time period (5-7 working days) may result in termination of the contract. The contractor is also responsible to guarantee his/her work. Therefore, any calls from clients regarding problems with installed materials, equipment or appliances are required to be under a one-year warranty by the contractor. Any problems of this nature will require the contractor to return to the dwelling unit for corrective action at no cost to AACOG or the client. Uncorrected penalties will be deducted from monthly pay applications.

### **1.11.2 Building Weatherization Report**

The contractor will submit a Building Weatherization Report (BWR) only for those units fully completed and ready for AACOG's Final Inspection. Following passing the Final Inspection, the contractor will be contacted and directed to submit the invoice(s) to AACOG in a regular and timely manner for payment. The contractor must designate a financial/administrative point of contact for accounting purpose.

### **1.11.3 Amy Young and Homes for Texas Hero Program Penalties**

The undersigned Contractor understands and agrees that **time is of the essence** in the performance of the work Contractor has been engaged to perform. Contractor further agrees that is shall be held to a penalty of Forty Dollars (\$40.00) per day for each and every day the contracted work remains unfinished beyond the agreed upon completion date for said work. Delays caused by rain or other inclement weather that prevent performance of the contract, delays caused by circumstances beyond the control of the Contractor such as shipping delays and material shortages, and/or instances of Force Majeure shall not be penalized. It is the Contractor's responsibility to document these delays and submit this documentation to the appointed Program representative. Contractor agrees to guarantee all

work for a minimum period of one year from the original completion date. Contractor shall, within (5) business days of notification, correct any valid discrepancies or exceptions identified either by AACOG or any of its funding sources or monitoring agencies, i.e., the U.S. Department of Energy (DOE), the U.S. Department of Housing & Urban Development (HUD), State Energy Conservation Office (SECO), TDHCA, the U.S. Environmental Protection Agency (EPA), the Texas Veterans Commission (TVC), the U.S. Department of Labor (DOL), etc. Uncorrected penalties will be deducted from monthly pay applications.

#### **1.11.4 Weatherization Program Penalties**

The contractor is responsible for correcting any work deficiencies identified by the AACOG Quality Inspector. Deficiencies may include quality of workmanship, size of HVAC systems, incomplete work, etc. Failure to take required corrective action within five (5) working days may result in termination of the contract. The contractor is also responsible to guarantee all work performed. Therefore, any calls from clients regarding problems with installed materials, equipment or appliances are required to be under a one-year warranty by Contractor. Any problems of this nature will require the contractor to return to the dwelling unit for corrective action at no cost to AACOG or the client. A one hundred dollar (\$100.00) first instance inspection fee shall be paid by Contractor to AACOG to conduct an inspection of the corrective action. A two hundred fifty (\$250.00) re-inspection fee will be assessed should AACOG need to conduct a second Inspection of the dwelling unit as a result of contractor deficiencies. Thereafter, a two hundred fifty (\$250.00) fee will be assessed to the contractor for each subsequent re-inspection that AACOG is required to conduct in order to obtain a passing Final Inspection. Uncorrected penalties will be deducted from monthly pay applications.

#### **1.12 SERVICE AREA**

The Service Area, by funding, for this RFA:

**1.12.1** Weatherization – not to include McMullen county

**1.12.2** Amy Young – to include McMullen County

**1.12.3** Veterans Program

#### **1.13 AUTHORITY**

- 1.13.1** 10 CFR Part 440 - DOE Weatherization Asst. for Low-Income Persons
- 1.13.2** 10 CFR Part 440 Appendix A – Standards for Weatherization Materials  
[https://www.law.cornell.edu/cfr/text/10/appendix-A\\_to\\_part\\_440](https://www.law.cornell.edu/cfr/text/10/appendix-A_to_part_440)
- 1.13.3** 10 CFR Part 600 – DOE Financial Assistance Rules  
<https://www.law.cornell.edu/cfr/text/10/part-600>
- 1.13.4** 10 TGC Chapter 2306 – State and Local Economic Develop. Programs  
<https://statutes.capitol.texas.gov/Docs/GV/htm/GV.2306.htm>
- 1.13.5** 18 USC 874 – Kickbacks from Public Works Employees  
<https://www.law.cornell.edu/uscode/text/18/874>
- 1.13.6** 29 CFR Part 3 – USDL – Contractors & Subcontractors US Grants

- <https://www.govinfo.gov/content/pkg/CFR-2013-title29-vol1/xml/CFR-2013-title29-vol1-part3.xml>
- 1.13.7** 33 USC 1368 Section 508 – Clean Water Act  
<https://www.epa.gov/laws-regulations/summary-clean-water-act>
- 1.13.8** 40 CFR Part 15- Environmental Protection Agency  
<https://www.law.cornell.edu/cfr/text/40/chapter-1>
- 1.13.9** 41 CFR Part 60 – Obligations of Contractors and Subcontractors  
<https://www.law.cornell.edu/cfr/text/41/part-60>
- 1.13.10** 42 USC 6861 Part A – Weatherization Asst. for Low-Income Persons  
<https://www.law.cornell.edu/uscode/text/42/6861>
- 1.13.11** 42 USC 8621 – Home Energy Grants  
<https://www.law.cornell.edu/uscode/text/42/8621>
- 1.13.12** 42 USC 7401-7671 Section 306 – Clean Air Act  
<https://www.govinfo.gov/content/pkg/USCODE-2010-title42/html/USCODE-2010-title42-chap85.htm>
- 1.13.13** 45 CFR Part 96 – Block Grant  
<https://www.law.cornell.edu/cfr/text/45/part-96>
- 1.13.14** Amy Young Material Installation Standards  
<https://www.tdhca.state.tx.us/community-affairs/wap/docs/WAP-MISM.pdf>
- 1.13.15** Approved Weatherization Materials Not Listed in CFR Part 440
- 1.13.16** Code Compliance Ord. to Jurisdiction of Contractor Perform WAP Work
- 1.13.17** Contract Work Hours & Safety Act Sections 103 & 107  
<https://www.law.cornell.edu/cfr/text/29/1926.11>
- 1.13.18** DOE – National Renewable Energy Laboratory Standard Work Spec.  
<https://sws.nrel.gov>
- 1.13.19** DOE Energy Code Climate Zones  
<https://basc.pnnl.gov/images/iecc-climate-zone-map>
- 1.13.20** Executive Order 11738 – Clean Air Act & Fed Wt. Pollution Control. Act  
<https://www.archives.gov/federal-register/codification/executive-order/11738.html>
- 1.13.21** Federal System for Award Management Federal Disbarment List  
<https://www.sam.gov/portal/SAM/#1>
- 1.13.22** LIHEAP Priority List – Texas Dept. of Housing & Community Affairs  
<https://www.tdhca.state.tx.us/community-affairs/wap/docs/LIHEAP-PriorityList-E.pdf>
- 1.13.23** TAC Title 10 Part 1, Chapters 2/5, Subchapters A/E/G – Comm. Develop.
- 1.13.24** TAC Title 40 Part 1 Chapters 80-85 – Dept. of Aging & Disability Serv.
- 1.13.25** TDHCA Texas Weatherization Field Guide  
<https://www.tdhca.state.tx.us/community-affairs/wap/docs/TXWFG.pdf>
- 1.13.26** TDHCA Texas Mechanical Field Guide  
<https://www.tdhca.state.tx.us/community-affairs/wap/docs/TXMFG.pdf>
- 1.13.27** TDHCA Blower Door Performance Guide  
<https://www.tdhca.state.tx.us/>
- 1.13.28** TDHCA – WAP Materials Installation Standards Manual  
<https://www.tdhca.state.tx.us/community-affairs/wap/docs/WAP-MISM.pdf>
- 1.13.29** TGC Chapter 2254 – Professional and Consulting Services  
<https://statutes.capitol.texas.gov/Docs/GV/htm/GV.2254.htm>
- 1.13.30** TGC Chapter 2161 – Historically Underutilized Businesses  
<https://statutes.capitol.texas.gov/Docs/GV/htm/GV.2161.htm>
- 1.13.31** TGC Title 5 chapter 573 – Nepotism Prohibitions  
<https://statutes.capitol.texas.gov/Docs/GV/htm/GV.573.htm>

- 1.13.32 TLGC Chapter 252 – Purchasing & Contracting Authority  
<https://statutes.capitol.texas.gov/SOTWDocs/LG/html/LG.252.htm>
- 1.13.33 Texas LIHEAP State Plan  
<https://www.tdhca.state.tx.us/community-affairs/ceap/docs/18-LIHEAP-State-Plan.pdf>
- 1.13.34 Texas Residential Building Guide to Energy Code Compliance  
[https://eepartnership.org/wp-content/uploads/2016/02/Texas-2015-IECC\\_5-17-16.pdf](https://eepartnership.org/wp-content/uploads/2016/02/Texas-2015-IECC_5-17-16.pdf)
- 1.13.35 Texas Residential Building Envelope Requirements
- 1.13.36 Texas WAP State Plan  
<https://www.tdhca.state.tx.us/community-affairs/wap/docs/18-DOE-WAP.pdf>
- 1.13.37 UGMS - Texas Uniform Grant Management Standards  
<https://comptroller.texas.gov/purchasing/docs/ugms.pdf>
- 1.13.38 WAPTAC Refrigerator Guide  
<https://nascsp.org/wap/wap-resources/best-practices/field-standards-and-guides/refrigerator-guide/>
- 1.13.39 WAPTAC Water Heater Guide  
<https://nascsp.org/wap/wap-resources/best-practices/field-standards-and-guides/water-heater-guide/>
- 1.13.40 Lead Safe Weatherization Jobsite Handbook  
[http://weatherization.org/p\\_links.html](http://weatherization.org/p_links.html)
- 1.13.41 Texas Veteran's Commission  
<https://www.tvc.texas.gov/>
- 1.13.42 Texas Office of Attorney General  
<https://www.texasattorneygeneral.gov/>
- 1.13.43 Texas Accessibility Standards  
<http://www.tdlr.state.tx.us/ab/abtas.htm>
- 1.13.44 ADA Standards for Accessible Design  
(<http://www.ada.gov/regs2010/2010ADAStandards/2010ADAStandards.pdf>)
- 1.13.45 SWS Standard Work Specifications  
<https://nascsp.org/wap/waptac/regulations/>

## 1.14 PROCUREMENT STANDARD

It is the policy of AACOG to conduct procurement in a manner that provides for full and open competition. An award will be made only to an organization possessing the qualifications and demonstrated ability to perform successfully under the terms and conditions of a contract. The services solicited under this RFA are procured under the Competitive Proposal Method.

## PART 2.0 - SUBMISSION INFORMATION

### 2.1 RESPONSE DEADLINE

Applications will be accepted for eligibility determination beginning **February 5, 2021**. Applications submitted will be received and recorded by AACOG from **February 5, 2021–December 31, 2024**. Official receipt of applications submitted will be by entry on an application receipt log. A receipt form will be issued upon request. Respondents who mail an application will be sent a copy of the receipt form upon request. Applications may be hand-delivered prior to the stated deadline between 8:00 a.m. and 5:00 p.m. Monday through Friday or mailed to the following address:

Procurement Department  
2700 NE Interstate 410 Loop, Suite 101  
San Antonio, TX 78217  
Attn: RFA-21-18-WEA

Applications submitted by mail, courier or overnight mail services will be received at the above address from: **February 5, 2021–December 31, 2024**. Faxed or e-mailed applications will not be accepted. Modifications or amendments to an application must comply with the requirements and response deadline. A respondent may withdraw an application at any time during the procurement process by submitting a written request to the

Contract and Procurement Manager  
Procurement Department  
2700 NE Interstate 410 Loop, Suite 101  
San Antonio, TX 78217  
Attn: RFA-21-18-WEA

## **2.2 PROCUREMENT SCHEDULE**

All time noted on the Procurement Schedule (Page 1) is Central Standard Time. Dates posted are subject to change. Entities requesting a copy of the RFA, submitting a request for technical assistance or registering for the conference call will be notified in writing of any changes in the procurement schedule.

## **2.3 TECHNICAL ASSISTANCE**

**2.3.1** AACOG will accept questions submitted via electronic mail from **February 5, 2021–December 31, 2024**.

**2.3.2** An Addendum to the RFA, to include all questions received will be delivered to all interested parties, and included in archived document at the Electronic State Business Daily website twice per month, or as questions are received.

**2.3.3** No other representative of AACOG is allowed to accept or respond to questions related to this solicitation other than:

David Ogura  
Contracts and Procurement Manager  
Alamo Area Council of Governments  
Procurement Department  
2700 NE Interstate 410 Loop, Suite 101  
San Antonio, TX 78217  
[dogura@aacog.com](mailto:dogura@aacog.com)

**2.3.4** During the period between the date AACOG issues this RFA and the selection of the contractors are awarded a contract by AACOG, if any, Respondents shall restrict all contact with AACOG and direct all questions regarding this RFA, including questions regarding terms and conditions, only to the individual identified above in Section "Inquiries and/or Discrepancies" in the specified manner. Do not contact members of the Board of Directors, other employees of



AACOG or any of AACOG's agents or administrators. Contact with any of these prohibited individuals after issuance of this RFA and before selection is made, may result in disqualification of the Respondent. The communications prohibition shall terminate when the contract is executed by the Contractor and AACOG.

**2.3.5** Prohibited communications includes direct contact, discussion, or promotion of any Respondent's application with any member of AACOG's Board of Directors or employees except for communications with AACOG's designated representative as set forth in this RFA and only in the course of inquiries, briefings, interviews, or presentations. This prohibition is intended to create a level playing field for all potential Respondents, assure that decisions are made in public, and to protect the integrity of the RFA process. Except as provided in the above stated exceptions, the following communications regarding a particular invitation for bids, requests for application, requests for qualifications, or other solicitation are prohibited:

**2.3.5.1** Communications between a potential contractor, service provider, bidder, respondent, lobbyist or consultant and any member of AACOG's Board of Directors.

**2.3.5.2** Communications between any director and any member of a selection or evaluation committee.

**2.3.5.3** Communications between any director and administrator or employee.

**2.3.6** The communications prohibition shall not apply to the following:

**2.3.6.1** Communications with AACOG's purchasing agent specifically named and authorized to conduct and receive such communications under this RFA or upon the request of AACOG, with AACOG's general counsel.

**2.3.6.2** Presentations made to the Board of Directors during any duly noticed public meeting.

**2.3.6.3** Nothing contained herein shall prohibit any person or entity from publicly addressing AACOG's Board of Directors during any duly noticed public meeting, in accordance with applicable Board policies, on a matter other than this RFA or in connection with a presentation requested by AACOG's representatives.

## **2.4 AVAILABILITY OF REQUEST FOR APPLICATIONS**

The RFA will be posted as noted on Page 1, RFA Links, or at the request of the proposer, by contacting procurement staff at the above fax or e-mail beginning **February 5, 2021**. The RFA is also available at the above address from 8:00 a.m. – 5:00 p.m., Monday through Friday (except for holidays). Any interested party that receives this RFA by means other than directly from AACOG is responsible for notifying AACOG that it has received an RFA package so that when an addendum to this RFA is issued the information can be provided to all interested parties.

## **2.5 PROPRIETARY INFORMATION AND THE PUBLIC INFORMATION ACT**

- 2.5.1** Because contracts are awarded by a governmental entity, all responses submitted are subject to release as public information after contracts are executed. If a Respondent believes that its response, or parts of its response, may be exempted from disclosure, the Respondent must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, the Respondent must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s). Any information that is unmarked will be considered public information and released, if requested under the Public Information Act.
- 2.5.2** The determination of whether information is confidential and not subject to disclosure is the duty of the Texas Office of Attorney General (OAG). AACOG must provide the OAG sufficient information to render an opinion and therefore, vague and general claims to confidentiality by the Respondent are not acceptable. AACOG must comply with the opinions of the OAG. AACOG assumes no responsibility for asserting legal arguments on behalf of any Respondent. Respondents are advised to consult with their legal counsel concerning disclosure issues resulting from this procurement process and to take precautions to safeguard trade secrets and other proprietary information. After completion of award, these documents will be available for public inspection.

## **PART 3.0—GENERAL INFORMATION & ADMINISTRATIVE REQUIREMENTS**

### **3.1 ELIGIBLE PROVIDERS**

- 3.1.1** AACOG expects to receive proposal statements from established and knowledgeable entities with demonstrable expertise in the tasks required. The proposer(s) selected for contract will become a sub-recipient and responsible for eligibility determination and service delivery as outlined in the SOW.
- 3.1.2** It is the policy of AACOG to encourage participation by small and historically underutilized businesses (HUBs), as defined in Government Code, Chapter 2161, as contractors to AACOG. It is the goal of AACOG to include HUBs in at least ten percent (10%) of the total value of contracts awarded annually.
- 3.1.3** To be eligible for consideration:
- 3.1.3.1** Licensed to do business in the State of Texas
  - 3.1.3.2** Document three years of experience in energy conservation measures (ECM's)
  - 3.1.3.3** Lead Safety Certification of applicant and staff assigned
  - 3.1.3.4** Own/maintain tools identified in **Tools and Equipment List**

(Exhibit B) attached to this RFA.

**3.1.3.5** Contractor shall carry adequate Pollution Occurrence Liability Insurance, comprehensive general liability insurance coverage, and motor vehicle coverage for personal injury and for property damage for purposes of protection against the hazards arising out of or in connection with carrying out any activities under this contract. The present required insurance amounts are as follows:

**3.1.3.5.1** Performance bonding: \$10,000

**3.1.3.5.2** General Liability: \$100,000

**3.1.3.5.3** Personal Injury: \$100,000

**3.1.3.5.4** Property damage: \$100,000

**3.1.3.5.5** Automobile Liability: \$500,000 per occurrence

**3.1.4** AACOG is prohibited from contracting with any entity debarred, suspended, or otherwise excluded from or ineligible for participation. Accordingly, a contract requires Contractors to certify that they are in compliance with the Federal regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98-510, Participant's Responsibilities. The Contractor must certify that to the best of its knowledge and belief that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by a Federal department or agency.

**3.1.5** Proposers must be knowledgeable of the Energy Conservation Measure statutes, regulations, rules and policies and all services outlined within this RFA and must accurately apply them in developing the RFA response.

**3.1.6** Respondents must possess the knowledge, experience and expertise, professional judgment and capacity within their organization to perform the services and activities requested under this RFA, and meet high standards for public service and fiduciary responsibility.

## **3.2 CONTRACT INFORMATION**

**3.2.1** TYPE OF CONTRACT: This Request for Application may result, assuming a contractor is selected and an award made, in an Indefinite Delivery, Indefinite Quantity Contract (IDIQ). There will be no guarantee of work assigned or awarded.

**3.2.2** CONTRACT PERIOD: It is the intent of AACOG to execute a contract for the delivery of services identified for an initial period of beginning on or about **February 1, 2021 and ending December 31, 2021**. Any annual contract extension shall be at the sole discretion of AACOG and shall be based upon AACOG's evaluation of Contractor's performance and compliance under the terms and conditions of the contract. AACOG

reserves the right to terminate a contract at any time based on Contractor performance or noncompliance, however, no contract under this RFA will exceed 60 months.

- 3.2.3** ADDITIONAL FUNDING: AACOG reserves the right to expand the contract to include additional service units identified, or additional weatherization funding in the application response that AACOG deems beneficial to the area.
- 3.2.4** REASSIGNMENT: In the event a Contractor fails to perform as required, AACOG reserves the right to terminate the contract early and assign the contract in whole or in part to a comparably ranked proposer/application obtained through this procurement, subject to successful contract negotiations.
- 3.2.5** By 30 days written notice by either party provided that Contractor shall be required to satisfactorily complete all projects in progress at the time notice is given.
- 3.2.6** In the event of a breach of this RFA by either party hereto that is not remedied within five (5) working days after delivery of written notice of such breach, the non-breaching party may terminate this RFA by providing ten (10) days written notice to the other party of their intent to terminate this RFA. Upon early termination of this RFA by either party without cause or by Contractor for a breach of this RFA by AACOG, AACOG shall pay for the fees and expenses for services rendered by Contractor up to the effective date of termination. In the event of a breach of this RFA by Contractor that is not remedied within the cure period set forth above, Contractor shall only be entitled to payment of its fees and expenses for that portion of the services that were properly performed.

### **3.3 GOVERNING PROVISIONS AND LIMITATIONS**

Violation of any of the following provisions may cause an application to be disqualified and rejected from consideration:

- 3.3.1** The application, if accepted, will become the basis for the contract scope of work.
- 3.3.2** Respondents must submit a comprehensive application for all services solicited. Any application that is not comprehensive will be deemed non-responsive.
- 3.3.3** The only purpose of this RFA is to ensure uniform information in the solicitation of applications for the procurement of identified services. This RFA is not to be construed as a purchase agreement, contract or as a commitment of any kind; nor does it commit AACOG to pay for costs incurred prior to the execution of a formal contract unless such costs are specifically authorized in writing by AACOG.
- 3.3.4** AACOG reserves the right to accept or reject any or all applications received, to cancel or reissue this RFA in part, or its entirety.

- 3.3.5** AACOG reserves the right to award a contract(s) for any services solicited in this RFA in any quantity AACOG determines is in its best interests.
- 3.3.6** AACOG reserves the right to extend, shorten, increase or decrease any contract awarded as a result of this RFA.
- 3.3.7** AACOG reserves the right to request additional information, clarification of or explanation for any aspect of a response to this RFA.
- 3.3.8** AACOG reserves the right to waive any minor defect in the procurement process or to correct any error(s) and/or make changes to this solicitation it deems necessary. AACOG will provide notifications of any changes in this RFA to all interested parties having requested or received a copy of this RFA.
- 3.3.9** AACOG reserves the right to negotiate the final terms of any and all contracts or agreements with selected proposers and any such terms negotiated as a result of this RFA may be renegotiated and/or amended in order to successfully meet the needs of the regional area.
- 3.3.10** AACOG reserves the right to contact any individual, agency, employer or granting agencies listed in an application, contact others who may have experience and/or knowledge of the respondent's relevant performance and/or qualifications; and to request additional information from any and all respondents.
- 3.3.11** AACOG reserves the right to conduct on-site reviews of records, systems, procedures, including credit and criminal background checks of any entity selected for funding under this RFA. This may occur either before or after the award of a contract or agreement. Any misrepresentation of the proposer's ability to perform as stated in the RFA response may result in the cancellation of any contract or agreement awarded.
- 3.3.12** AACOG reserves the right to withdraw or reduce the amount of an award or to cancel any contract or agreement resulting from this RFA if adequate funding is not received by AACOG from funding sources or due to legislative changes.
- 3.3.13** Respondents shall not, under penalty of law, offer or provide any gratuities, favors or anything of monetary value to any officer, board member, employee, application evaluator, or agent of AACOG or elected official for purposes of having an influencing effect on this procurement.
- 3.3.14** Respondents shall not attempt in any manner to advocate for, lobby or otherwise attempt to influence any officer, board member, employee, application evaluator, or agent of AACOG or elected official for purposes of having an influencing effect on this procurement.
- 3.3.15** No officer, board member, employee, application evaluator, or agent of AACOG shall participate in the selection, award or administration of a

contract if a conflict of interest, or potential conflict, is involved.

- 3.3.16** Respondents shall not engage in any activity that will restrict or eliminate competition. Violation of this provision will cause a respondent's application to be disqualified and rejected. This does not preclude joint ventures or subcontracts.
- 3.3.17** The contents of a successful application will become a contractual obligation if selected for the award of a contract. Failure of a respondent to accept this obligation may result in cancellation of an award. No plea of error or mistake shall be available to successful proposer as a basis for release from proposed services at the stated price/cost. Any damages assessed by AACOG as a result of a successful proposer's failure to contract with AACOG may be recovered from the proposer.
- 3.3.18** A contract with a selected proposer may be withheld, at the sole discretion of AACOG, if issues of contract or questions of non-compliance, questioned/disallowed costs, audit/monitoring findings or legal issues exist, until such issues are satisfactorily resolved.
- 3.3.19** AACOG is exempt by law from paying State Sales Tax and Federal Excise Tax.
- 3.3.20** Contractor shall retain all records for a minimum period of four (4) years after AACOG makes final payment and all other pending matters are closed. This requirement is to assure fair settlement of disputes or complaints that may arise, as well as to fulfill federal audit requirements. This requirement survives the termination of this RFA for any reason.
- 3.3.21** Contractor shall submit to AACOG all documentation or forms required by funding sources, including materials, tools, equipment and other specifications as required by AACOG, DOE, TDHCA, TVC, EPA, DOL, etc. This requirement survives the termination of this RFA for any reason.
- 3.3.22** Contractor shall keep all work documentation in a separate client file for each dwelling unit weatherized.
- 3.3.23** KNOWN OR SUSPECTED INCIDENT OF FRAUD: As the weatherization program is state and federally funded, any known or suspected incident of theft, fraud or program abuse involving Contractor or its employees or its subcontractors' employees will be reported immediately by AACOG to the affected funding source for appropriate action. Contractor is likewise required to report to AACOG any suspected theft, fraud or program abuse committed by any person or entity including Contractor's employees, subcontractors, or agents. Contractor may not discriminate against any employee or other person who reports a violation of the terms of this contract or of any law or regulation to AACOG, TDHCA or to any appropriate law enforcement authority, if the report is made in good faith.
- 3.3.24** NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY: Contractor provides its assurance that it will comply with all requirements of

applicable Federal and State laws that no person providing or receiving services under this contract will be excluded from participation, or be otherwise subjected to discrimination because of race, color, religion, gender, sexual orientation, national origin, age, disability or political affiliation or belief.

### **3.4 ADMINISTRATIVE REQUIREMENT AND LIMITATIONS**

- 3.4.1** Contractor will be required to procure all insurances required by this RFA and to list AACOG as an additional insured on each policy prior to the commencement of any work pursuant to a contract executed as a result of this RFA. Liability coverage and deductibles must be acceptable to AACOG.
- 3.4.2** Respondents must be able to demonstrate the necessary administrative and fiscal capability necessary to successfully provide required services and to meet the financial accountability requirements of federal grants.
- 3.4.3** Contractors must agree to comply with the US Department of Energy (DOE), Texas Department of Housing and Community Affairs (TDHCA), Texas Veteran's Commission (TVC) and AACOG rules, policies, directives, procedures, and plans and unilateral contract modifications.
- 3.4.4** AACOG Contractors are subject to compliance monitoring. At any time during normal business hours, and as often as deemed necessary, AACOG, DOE, TVC, TDHCA or any of their duly authorized representatives shall have complete access to any books, invoices, payrolls, time sheets, or any other records or papers which are related to a contract resulting from this RFA for the purpose of verifying contractual, program and financial compliance with all applicable laws, rules, regulations and policies.
- 3.4.5** Contractor must provide reports upon demand as may be requested or required by AACOG.
- 3.4.6** Private for-profit corporations submitting an application must include a statement signed by an authorized representative of the corporation authorizing submission of an application.
- 3.4.7** AACOG shall require the Contractor to remove any employee from the contract who is alleged to have committed an offense subsequent to the background check performed.
- 3.4.8** Respondents must possess the knowledge, experience and expertise, professional judgment and capacity within their organization to perform the services and activities requested under this RFA.

## **PART 4.0 – PROPOSAL REVIEW AND SELECTION PROCESS**

**4.1 EVALUATION PROCESS:** The evaluation process will consist of:

- 4.1.1** An initial review of responsiveness and eligibility with the criteria specified in

the RFA by AACOg personnel.

**4.1.2** All eligible applications will be evaluated and scored by an independent team of reviewers. Proposer's qualifications will be evaluated on specific criteria outlined in Section 4.2 by reviewers using a standardized scoring matrix.

**4.1.3** Applicants will be determined:

**4.1.3.1** Acceptable for contract

**4.1.3.2** Deficient

**4.1.3.3** Not eligible.

**4.1.4** Applications determined to be deficient will be notified of deficiency and allow to reapply upon correction of deficiency.

## **4.2 EVALUATION CRITERIA**

### **4.2.1 Organizational Capacity**

**25 points**

**4.2.1.1** Business Organization: State full name and address of your organization and identify parent company if you are a subsidiary. Specify the branch office or other subordinate element which will perform, or assist in performing, work herein. Indicate whether you operate as a partnership, corporation, or individual. Include the State in which incorporated or licensed to operate, and your current Lead Safety Certification.

**4.2.1.2** Personnel: Include names and qualifications of all professional personnel who will be assigned to this project. State the primary work task assigned to each person and the percentage of time each person will devote to this work. Identify key persons by name and title and Lead Safety Certification. Provide all resumes.

### **4.2.2 Demonstrated Performance**

**30 points**

**4.2.2.1** Prior Experience: Describe only relevant corporate experience and individual experience for personnel who will be actively engaged in the project. Provide at least three references. Do not include corporate experience unless personnel assigned to this project actively participated. Do not include experience prior to 2014. Supply the project title, year, and reference name, title, present address, and phone number of principal person for whom prior projects were accomplished

### **4.2.3 Equipment / Tools**

**30 points**

Referencing the **Tools & Equipment List** identified in (**Exhibit B**), respond to the following:



4.2.3.1 A description of your knowledge and experience in the use of the equipment / tools in previous work assignments.

4.2.3.2 Your ability to obtain, or maintain the equipment / tools identified.

**4.2.4 Financial Stability**

**15 points**

AACOG will provide payment for timely and acceptable completion of work assigned on a monthly basis. Payment will be made within 30-days of submission of an accurate invoice. Please respond to the following:

4.2.4.1 No bankruptcies in past seven (7) years.

4.2.4.2 The corporate budget will allow for a payment frequency of not more than 90-days

4.2.4.3 Corporate management are capable of preparing accurate and timely billing to AACOG

4.2.4.4 There are currently no issues related to corporate cash-flow that would require AACOG to prepare multiple payments within a 30-day period.

4.2.4.5 Respondent agrees to be compensated in accordance with the **Standard Price List** identified in **(Exhibit A)**.

**4.3 PROPOSER'S ACCEPTANCE OF EVALUATION METHODOLOGY**

By submitting an application, Proposer acknowledges:

4.3.1 Proposer's acceptance of the application evaluation process

4.3.2 The criteria for selection

4.3.3. Proposer's recognition that certain subjective judgments may be generated during evaluation

**4.4 PROCUREMENT DISPUTE RESOLUTION**

**Appeal and Debriefing Process**

**4.4.1 Appeal Process**

4.4.1.1 Respondents not selected for funding may appeal only with respect to any fault or violation of law or regulation regarding the procurement process. Appeals must be filed within **ten calendar days** of receipt of AACOG notification of final action. Appeals shall be directed to:

David Ogura  
Contract and Procurement Manager  
Alamo Area Council of Governments

- 4.4.1.2** The appeal must indicate the AACOG action appealed and the violation, which forms the basis for the appeal, and shall be signed by the appellant organization's authorized representative. Fax and e-mail transmittals will not be accepted. The filing of the appeal must be within the time frame identified. There is no relief accorded appellants for not filing within the published deadlines. Hearings shall be conducted in accordance with existing Agency procedures.
- 4.4.1.3** Respondents must provide a detailed statement of legal and factual grounds including copies of relevant documents; and the form of relief requested.
- 4.4.1.4** Respondents may NOT appeal the scoring and ranking of applications, unless substantiated by material or relevant facts;
- 4.4.1.5** Respondents may NOT appeal solely on the belief that their application is superior to the one selected for award.
- 4.4.1.6** Respondents understand that review and action shall be considered final, with no further formalities considered.

#### **4.4.2 Debriefing Process**

Respondents not selected by this procurement process, and have elected not to file an appeal, may submit within 10 days of the receipt of AACOG notification of the procurement decision, a Request for Debriefing to obtain information on the procurement process and how their application or offer was received and ranked. AACOG shall acknowledge receipt of the Request for Debriefing in writing within 10 days of receipt, along with the date and time of the scheduled Debriefing. The Debriefing shall be scheduled as soon as possible and no later than 10 days from the receipt of the Request for Debriefing. A debriefing is offered as a courtesy to any bidder who is not selected for funding. The purpose of the debriefing is to promote the exchange of information, explain the application evaluation system, and help unsuccessful bidders understand why they were not selected.

## **PART 5.0 – APPLICATION RESPONSE REQUIREMENTS**

### **5.1 APPLICATION FORMAT AND NUMBER OF APPLICATIONS**

#### **5.1.1 NUMBER OF COPIES**

Respondents must submit one (1) unbound complete original, to include all executed certifications and authorized signatures, plus four (4) copies, application copies, for a total of five (5) exact applications. Finally, one (1) electronic copy of your application on compact disc (CD), or flash drive is required. Any submission lacking the required number of applications will

be ruled non-responsive and will not be considered under this procurement. Any differences between the original and the copies are at the liability of the respondent.

## **5.2 APPLICATION FORMAT**

**5.2.1** Applications must be typed, single-spaced, and submitted on 8 ½ x 11-inch plain white paper.

**5.2.2** Please do not use less than a 10-point font.

**5.2.3** Each page of the application, with the exception of the coversheet, must be sequentially numbered, including attachments.

**5.2.4** Applications must contain all required elements in the order prescribed.

**5.2.5** Applications that do not conform to this requirement may be considered non-responsive and excluded from consideration under this procurement.

## **5.3 APPLICATION VALIDITY PERIOD**

Each application will remain valid for AACOG's acceptance for a minimum of thirty (30) days after the submittal deadline, to allow for evaluation, selection and Board action.

## **5.4 PAGE LIMITATION**

Proposers are asked to keep responses brief, concise and to the point, with maximum 3 page limit for the Executive Summary and Application Narrative.

## **5.5 ORDER OF APPLICATION CONTENTS**

Applications must follow the format below. All items must be clearly labeled and in the exact order shown below. Compile the application in the following order:

**5.5.1** Application Title Page

**5.5.2** Table of Contents

**5.5.3** Executive Summary (maximum 3-page limit)

**5.5.4** Application Narrative (maximum 3-page limit)

**5.5.5** Certification Sheet

**5.5.6** Acknowledgement Form

**5.5.7** Conflict of Interest Questionnaire

**5.5.8** Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion

**5.5.9** Non-Discrimination Certification

### 5.5.10 Certification Regarding Lobbying

### 5.5.11 Request to be added to AACOG Bidder's/Contractor List

## **PART 6.0 – APPLICATION RESPONSE FORMS**

### **6.1 APPLICATION TITLE PAGE (Attachment A)**

Each application must be accompanied by a complete application title page. Respondents must designate a contact person responsible for all communications concerning the application and notification of award. Respondents must also designate a person with documented signatory authority and for contract negotiations.

### **6.2 TABLE OF CONTENTS (Attachment B)**

Each application must have a Table of Contents that lists each item of the application, including attachments, with corresponding page numbers. Clearly identify the material by section and page number.

### **6.3 EXECUTIVE SUMMARY (Attachment C)**

Provide a brief summary highlighting your organization's history; qualifications and experience; overall approach to delivering the services solicited in this RFA; and any unique or innovative aspects of your application. Briefly state the proposer's understanding of the service to be provided and make a positive commitment to perform the work in a timely manner.

### **6.4 APPLICATION NARRATIVE (Attachment D)**

#### **6.4.1 Organizational Capacity**

**25 Points**

**6.4.1.1 Business Organization:** State full name and address of your organization and identify parent company if you are a subsidiary. Specify the branch office or other subordinate element which will perform, or assist in performing, work herein. Indicate whether you operate as a partnership, corporation, or individual. Include the State in which incorporated or licensed to operate and your Lead Safety Certification.

**6.4.1.2 System Concept and Solution:** Define in detail your understanding of the requirements presented in the Scope of Work of this request for application and your system solution. Provide all details as required in the Scope of Work and any additional information you deem necessary to evaluate your knowledge of DOE, TDHCA, and TVA regulations

**6.4.1.3 Project Management Structure:** Provide a general explanation and chart which specifies project leadership and reporting responsibilities; and who will interface with the AACOG project management and team personnel. Provide a detailed description of fiscal controls, reporting capabilities and performance accountability protocol. If use of subcontractors

is proposed, identify their placement in the primary management structure, and provide internal management description for each subcontractor.

**6.4.1.4 Personnel:** Include names and qualifications of all professional personnel who will be assigned to this project, to include Lead Safety Certification. State the primary work task assigned to each person and the percentage of time each person will devote to this work.

**6.4.1.5 Subcontracting:** Include company names and qualifications of all subcontracts that you anticipate with work under this RFA.

**6.4.2 Demonstrated Performance**

**30 Points**

**Prior Experience:** Describe only relevant corporate experience and individual experience for personnel for the past three (3) years who will be actively engaged in the project. Do not include corporate experience unless personnel assigned to this project actively participated. Do not include experience prior to 2014. Supply the project title, year, and reference name, title, present address, and phone number of principal person for whom prior projects were accomplished

**6.4.3 Equipment & Tools**

**30 Points**

Complete **Tools and Equipment List (Exhibit B)** related to your ownership/maintenance and quantity of tools and equipment.

**6.4.4 Financial Stability**

**15 Points**

Respond to the following related to your financial stability:

**6.4.4.1** No bankruptcies in past seven (7) years.

**6.4.4.2** The corporate budget will allow for a payment frequency of not more than 90-days

**6.4.4.3** Corporate management are capable of preparing accurate and timely billing to AACOG

**6.4.4.4** There are currently no issues related to corporate cash-flow that would require AACOG to prepare multiple payments within a 30-day period.

**6.4.4.5** Respondent agrees to be compensated in accordance with the **Standard Price List** identified in **(Exhibit A)**

**6.5 CERTIFICATION SHEET (Attachment E)** (complete and sign form)

**6.6 ACKNOWLEDGEMENT FORM (Attachment F)** (complete and sign form)

**6.7 CONFLICT OF INTEREST QUESTIONNAIRE (Attachment G)** (complete and sign form)

If a conflict exists. You may review the Agency's current Board of Directors at <http://www.aacog.com/AboutAACOG/Board/default.asp>

**6.8 CERTIFICATION REGARDING DEBARMENT (Attachment H)** (complete and sign form)

**6.9 NON-DISCRIMINATION CERTIFICATION (Attachment I)** (complete and sign form)

**6.10 CERTIFICATION REGARDING LOBBYING (Attachment J)** (complete and sign form)

**6.11 REQUEST TO BE ADDED TO BIDDER'S/CONTRACTOR'S LIST**

# EXHIBIT A

## WEATHERIZATION ASSISTANCE PROGRAM

### STANDARD PRICE LIST

<p style="text-align: center;">PROGRAM YEAR 2021 ALAMO AREA COUNCIL OF GOVERNMENTS STANDARDIZED MASTER PRICE LIST Effective Date: January 2021 WAP Contract Version 1.0: December 2020 For Single-Family, Mobile Homes, and Small Multi-Family Buildings</p>
<p>All materials and appliances must meet the Energy Star Rating per the U.S. Department of Energy (DOE) requirements and specifications. Material specifications must comply with the DOE specifications, including minimum standards as set forth in the Texas Department of Housing &amp; Community Affairs (TDHCA) Guide Lines and as per amendments to industry standards</p>
<p>An energy conservation measure (ECM) may include contributory items necessary for the proper installation of that ECM. The installed cost of all contributory items, associated with the proper installation, cannot exceed the cost of the individual ECM cost. Both the contributory and ECM costs are to be wrapped for the total ECM cost.</p>
<p>Contributory Items: Items required by WAP field standards to achieve a final product in a typical installation. Contributory items must be necessary to complete the proper installation and ensure proper performance of the ECM.</p>
<p>Incidental Repair is defined as: repairs necessary on items for the effective preservation of weatherized materials</p>
<p>Instructions for Priority List:</p>
<p>Perform the Major Measures in order as they appear on the Priority List. Documentation must be provided if a Major Measure is not addressed, or end result is not achieved.</p>
<p>If the unit does not meet required criteria, then Major Measures have not been completed adequately and additional work must be considered and/or completed. Subrecipient/Contractor CANNOT perform any Secondary measures until ALL criteria for Major Measures have been adequately addressed installed.</p>
<p>If Subrecipient/Contractor does NOT meet or exceed the required criteria for major measures consistently across program years, future Weatherization contracts for Subrecipient/Contractor could be restricted on the installation of secondary measures and amount of cases</p>
<p>Once Major Measures have been adequately addressed, any of the Secondary Measures may be addressed in any order according to the professional judgment of the Subrecipient staff.</p>
<p>Decisions should be based on what is best for each individual client and unit and what has the best potential energy savings impact for that household, while maximizing allowable program expenditures.</p>
<p>Instructions for DOE:</p>
<p>Must use approved TDHCA audit software; National Energy Audit Tool (NEAT). The complex algorithm will dictate the work order.</p>
<p>All Work Shall Be Performed per Local Building Codes/Ordinances and shall include any Permits/Fees as Applicable to that Jurisdiction (Includes Removal of Existing Units</p>
<p>If attic venting needed but no attic insulation; charge venting as Health&amp; Safety</p>
<p>ENERGY STAR REFRIGERATOR MEASURES, Get as close as possible to size</p>
<p>Complete System &amp; Partial Components Shall include all components, sealants, refrigerants conversions and fasteners needed (Per Manual J&amp;S)(Contractor Responsible meeting current Energy Star Standard at time of install)(15 SEER Minimum or Current Energy Star Minimum, whichever is greater)NOTE: All HVAC Work Shall Be Performed per Local Building Codes/Ordinances and Shall include any Permits/Fees as Applicable to that Jurisdiction</p>
<p>The replacement of AC only components of the HVAC system in cases where the existing furnace does not meet the degraded AFUE will be allowed if the following criteria is met:</p>
<p>1) The components have a valid AHRI rating. 2) Components are either Energy Star Rated or documentation is present in the client file from the HVAC contractor stating the reason Energy Star rating cannot be obtained. If Energy Star ratings are not obtained the components must: A) Increase the degraded SEER rating of the existing equipment by a minimum of 3 SEER. B) Be the highest AHRI rated components available with a minimum SEER rating of 14 SEER.</p>
<p>No replacement of window air-conditioners if a central system is replaced or repaired to working order.</p>
<p>Maximum of three (3) window units can be replaced. Must be Energy Star Rated and sized according to manufacturer's room sizing</p>

specifications.

Doors and/or Windows A) Doors/windows that are structurally unsound or unable to be repaired may be replaced. B) Prior to replacement, Subrecipient must receive written Dept approval. If prior approval is not received, costs are disallowed.

PROGRAM YEAR 2021				
ALAMO AREA COUNCIL OF GOVERNMENTS STANDARDIZED MASTER PRICE				
LIST				
Effective Date: January 2021 WAP Contract				
DESCRIPTION OF WORK TO BE PERFORMED	Unit	Material	Labor	Total
<b>HEALTH AND SAFETY</b>				
Electrical permit fee (Single Application Only, Re-Inspection otherwise already included)	EA		\$ 97.00	\$ 97.00
Mechanical permit fee (Single Application Only, Re-Inspection otherwise already included)	EA		\$ 97.00	\$ 97.00
Junction Box Screw Cover - Only (Size as Needed)	EA	\$ 1.90	\$ 3.55	\$ 5.45
Kitchen Exhaust Fix Improper Venting (Complete Install Per Code) (Size as Needed)	EA	\$ 85.00	\$ 140.00	\$ 225.00
Water Heater Fix Improper Venting (Complete Install Per Code) (Size as Needed)	EA	\$ 97.50	\$ 140.00	\$ 237.50
Central Furnace Fix Improper Venting (Complete Install Per Code) (Size as Needed)	EA	\$ 97.50	\$ 140.00	\$ 237.50
Vented Wall Furnace Fix Improper Venting (Complete Install Per Code) (Size As Needed)	EA	\$ 97.50	\$ 140.00	\$ 237.50
Bathroom Exhaust Fix Improper Venting (Complete Install Per Code) (Size As Needed)	EA	\$ 55.00	\$ 85.00	\$ 140.00
Install Kitchen Exhaust Range Hood (Complete Install Per Code) (Size As Needed)(Energy Star)	EA	\$ 216.25	\$ 165.55	\$ 381.80
Reducer 2"-4" or 4"-6" (For existing exhaust vents)	EA	\$ 8.62	\$ 15.38	\$ 24.00
50K Dual Sided Gas Wall Furnace w/ Blower and Electric Ignition	EA	\$ 1,415.00	\$ 530.00	\$ 1,945.00
70-80 CFM Bath Vent Fan w/ light (Complete Install Per Code) (Energy Star) (1.0 Sone or Less)	EA	\$ 188.75	\$ 107.25	\$ 296.00
70-80 CFM Bath Vent Fan w/ Light/ Heater (Complete Install Per Code) (1.0 Sone or Less)	EA	\$ 222.75	\$ 107.25	\$ 330.00
70-80 CFM Bath Vent Fan w/ no light (Complete Install Per Code) (Energy Star) (1.0 Sone or Less)	EA	\$ 176.25	\$ 107.25	\$ 283.50
ASHRAE, No Light "Existing Location" CFM Per ASHRAE Calc. ≤ 1.0 sone (Complete Install To Code) Energy Star	EA	\$ 285.00	\$ 225.00	\$ 510.00
ASHRAE, With Light "Existing Location" CFM Per ASHRAE Calc. ≤ 1.0 sone (Complete Install To Code) Energy Star	EA	\$ 327.00	\$ 225.00	\$ 552.00
ASHRAE, No Light "New Install" CFM Per ASHRAE Calc. ≤ 1.0 sone (Complete Install To Code) Energy Star	EA	\$ 350.75	\$ 300.25	\$ 651.00
ASHRAE, With Light "New Install" CFM Per ASHRAE Calc. ≤ 1.0 sone (Complete Install To Code) Energy Star	EA	\$ 373.75	\$ 300.25	\$ 674.00
ASHRAE "HVL Combo" CFM Per ASHRAE Calc. ≤ 1.0 sone (Complete Install To Code) (Shall Match Existing Functions)	EA	\$ 410.75	\$ 300.25	\$ 711.00
Through Wall/ Crawl Space Exhaust Termination When Applicable	EA	\$ 160.62	\$ 70.38	\$ 231.00
Add External Combustion (Complete Install Per Code)	EA	\$ 60.00	\$ 32.50	\$ 92.50
Cap off existing gas line	EA	\$ 4.12	\$ 10.88	\$ 15.00
Combination Smoke/ Carbon Monoxide Alarm – (Audio/Visual Indicator "Battery" 10yr)	EA	\$ 80.00	\$ 5.00	\$ 85.00
Combination Hard Wire Smoke/ Carbon Monoxide Alarm – (Audio/Visual Indicator "Battery" 10yr)	EA	\$ 95.00	\$ 5.00	\$ 100.00
Dryer Wall Venting Kit (Includes 4" Metal Connector, Louvered Cap, and Flexible Duct)	EA	\$ 22.50	\$ 15.00	\$ 37.50
Existing Gas/Propane Line Union Repair	EA	\$ 14.75	\$ 30.25	\$ 45.00
Gas 1/2" Flex Line w/ Gas Adapter (Up To 10LF)	EA	\$ 35.00	\$ 20.00	\$ 55.00
Isolate CAZ Zone @ Door (Includes Jam Up & Door Stop)	EA	\$ 56.25	\$ 30.75	\$ 87.00
Gas Conversion Kit (Natural Gas to LPG)	EA	\$ 60.25	\$ 112.50	\$ 172.75
Gas Flanged Union	EA	\$ 14.00	\$ 17.00	\$ 31.00
Drip Leg	EA	\$ 13.75	\$ 51.25	\$ 65.00
Gas Jet	EA	\$ 29.25	\$ 24.00	\$ 53.25
Drip Pan (Size Per Appliance)	EA	\$ 24.00	\$ 55.00	\$ 79.00
Concentric PVC Vent Kit (Complete Install)	EA	\$ 171.25	\$ 178.75	\$ 350.00
Float switch	EA	\$ 43.75	\$ 61.25	\$ 105.00
Gas Range Top (w/ 4 Burners) - (Self ignited) - No Pilot Lit Stoves Allowed, requires 110V Outlet	EA	\$ 673.75	\$ 138.75	\$ 812.50
Stove Repair (Adjust & Calibrate For CO Reduction To Below Action Level)	EA	\$ 5.00	\$ 140.00	\$ 145.00
Gas Range Top w/ LP Gas Conversion Kit (w/ 4 Burners) - (Self ignited) - No Pilot Lit Stoves, requires 110V Outlet	EA	\$ 663.75	\$ 148.75	\$ 812.50
Gas Stove w/ LP Gas Conversion Kit/window (Self ignited) - No Pilot Lit Stoves Allowed, requires 110V Outlet	EA	\$ 691.25	\$ 148.75	\$ 840.00
Gas Wall Oven (Self ignited) - No Pilot Lit Stoves Allowed, requires 110V Outlet	EA	\$ 942.50	\$ 147.50	\$ 1,090.00
Gas Wall Oven w/ LP Gas Conversion Kit No Pilot Lit Stoves Allowed, requires 110V Outlet	EA	\$ 961.25	\$ 147.50	\$ 1,108.75
Install T&P Valve w/ Line 6" AFF @ Water Heater	EA	\$ 50.00	\$ 65.00	\$ 115.00
Install CPVC Line "ONLY" 6" AFF @ Water Heater	EA	\$ 30.00	\$ 10.00	\$ 40.00
Pressure Test House @ New Gas line installations Only and as per city code requirements	EA	\$ 50.00	\$ 420.00	\$ 470.00
Remove & Replace with Existing Toilet (Install New Wax Ring/Faucet Cut off/New water Line install)	EA	\$ 80.00	\$ 180.00	\$ 260.00
Remove and Reinstall Existing Water Heater on New Platform 18" AFF or per Code w/ permit	EA	\$ 198.75	\$ 383.75	\$ 582.50
Remove and Reinstall Existing Water Heater w/ permit - Subfloor Repair Needed	EA	\$ 248.75	\$ 403.75	\$ 652.50
Remove Bathroom Heater & Patch w/ (Sheet rock/Tape Float/Paint Ready)	EA	\$ 78.75	\$ 143.75	\$ 222.50
Remove unvented gas space heater and cap off gas line	EA	\$ 25.00	\$ 75.00	\$ 100.00
Water Heater 40 Gallon (GAS/LP), EF ≥ 0.67, FHR ≥ 67 gph (Complete Install to Code) Energy Star	EA	\$ 1,200.00	\$ 600.00	\$ 1,800.00
Water Heater 40 Gallon (ELEC Hybrid), EF ≥ 2.00, FHR ≥ 50 gph (Complete Install to Code) Energy Star	EA	\$ 1,600.00	\$ 600.00	\$ 2,200.00
<b>LEAD SAFETY PACKAGES</b>				
Lead Packet (Small Job) - Based on Five Man Crew and 1 Day Work	EA	\$ 192.50	\$ 130.00	\$ 322.50
Lead Packet (Medium Job) - Based on Five Man Crew and 2 Days Work	EA	\$ 300.00	\$ 155.00	\$ 455.00
Lead Packet (Large Job) - Based on Five Man Crew and 3 Days Work	EA	\$ 477.50	\$ 200.00	\$ 677.50
<b>AIR INFILTRATION MEASURES</b>				
Can Light Cover - Complete Install - Shall be air tight	EA	\$ 15.00	\$ 20.00	\$ 35.00
25-Year Silicone All Purpose Painters Caulk (1/2" Bead, 8 LF per tube)(Use Clear Caulking Only On Wood)	EA	\$ 1.80	\$ 6.20	\$ 8.00
High Temp Caulking (Used For Multiple Air Sealing Applications Near Heat Source)	EA	\$ 12.00	\$ 6.20	\$ 18.20
Silicone Tub and Tile Bathroom Caulk (1/2" Bead, 8 LF per tube)	EA	\$ 6.00	\$ 6.20	\$ 12.20
Mortar Caulk (1/2" Bead, 8 LF per tube) (Shall Match Existing Décor)	EA	\$ 9.00	\$ 6.20	\$ 15.20
Backer Rod - 3/8" to 1/2" x 20'	EA	\$ 4.00	\$ 5.00	\$ 9.00



Foam Tape 3/4" High Density - 10' Roll	EA	\$ 5.88	\$ 6.12	\$ 12.00
Foam A/C WX Strip	EA	\$ 8.25	\$ 2.00	\$ 10.25
3 Piece Tub-Surround w/ Caulking/Adhesive and Trim	EA	\$ 280.00	\$ 130.00	\$ 410.00
Tub Overflow Plate with Accessories	EA	\$ 16.50	\$ 10.50	\$ 27.00
1/2" Cementous Backer board (Includes: Demo of Thin or Mud Set with Tile)	SF	\$ 1.00	\$ 1.50	\$ 2.50
1/4" Sheetrock Walls (Mobile Homes) - Complete To Finished Level 5, Paint Ready	SF	\$ 0.68	\$ 1.42	\$ 2.10
Re-Tape & Float, Level 5 Finish (Paint Ready) Walls or Ceilings	LF	\$ 0.50	\$ 1.40	\$ 1.90
Sheetrock Patch Small- Complete - Finished Level 5 Paint Ready (Quarter of Sheet)	EA	\$ 7.50	\$ 50.00	\$ 57.50
Sheetrock Patch Medium- Complete - Finished Level 5 Paint Ready (Half of Sheet)	EA	\$ 10.50	\$ 90.00	\$ 100.50
Sheetrock Patch Large- Complete - Finished Level 5 Paint Ready (Full Sheet)	EA	\$ 15.00	\$ 130.00	\$ 145.00
Remove Wall Furnace - Complete (No Replacement)(Patch Sheetrock)	EA	\$ 10.50	\$ 130.00	\$ 140.50
Remove Double Sided Wall Furnace - Complete (No Replacement)(Patch Sheetrock)	EA	\$ 21.00	\$ 160.00	\$ 181.00
Chimney Balloon	EA	\$ 65.00	\$ 15.00	\$ 80.00
Laminated Wallboard/ Wood Panel (Shall Match Existing Décor)	SF	\$ 1.65	\$ 1.30	\$ 2.95
Insulated Foam Board	SF	\$ 1.25	\$ 1.25	\$ 2.50
Floor Overlay Pine Wood (Includes Sealant And Fasteners)	SF	\$ 2.00	\$ 2.20	\$ 4.20
Floor Inlay Pine Wood - Small (Complete Install) (Includes: Demo of Existing Floor) (Quarter of Sheet)	EA	\$ 15.00	\$ 20.00	\$ 35.00
Floor Inlay Pine Wood - Medium (Complete Install) (Includes: Demo of Existing Floor) (Half of Sheet)	EA	\$ 25.00	\$ 30.00	\$ 55.00
Floor Inlay Pine Wood - Large (Complete Install) (Includes: Demo of Existing Floor) (Full Sheet)	EA	\$ 35.00	\$ 40.00	\$ 75.00
Cover Plate (Switch Or Plugs) (Size As Needed)	EA	\$ 0.50	\$ 1.50	\$ 2.00
220V Single Receptacle Plate	EA	\$ 5.00	\$ 1.50	\$ 6.50
Blank Cover (Outlet, Switch or Light Fixture applications) (Size As Needed)	EA	\$ 1.15	\$ 1.50	\$ 2.65
Expanding Foam (Used For Multiple Air Sealing Applications) (Approximate 100 LF Coverage @ 1" Gap)	EA	\$ 9.15	\$ 5.00	\$ 14.15
Expanding Foam (Used For Air Sealing Top Plates) (Additional Labor Charge)	EA		\$ 78.75	\$ 78.75
High Temp Expanding Foam (Used For Multiple Air Sealing Applications Near Heat Source)	EA	\$ 13.00	\$ 5.00	\$ 18.00
Room Air Condition Air Seal (Complete) (Sides and Sash)	EA	\$ 17.00	\$ 10.50	\$ 27.50
Jalousie Window Crank Handle (Any Finish)	EA	\$ 9.00	\$ 8.00	\$ 17.00
Solid Brass Sash & Lock w/ Keeper	EA	\$ 8.75	\$ 8.25	\$ 17.00
White Vinyl Window Sash & Lock w/ Keeper	EA	\$ 7.90	\$ 8.00	\$ 15.90
Window Glazing, Putty per LF (Used on Wood Casement Windows)	LF	\$ 0.65	\$ 2.62	\$ 3.27
Double Pane Glass (Shall Match Existing Décor)	SF	\$ 15.00	\$ 8.00	\$ 23.00
Double Pane Obscure Glass (Shall Match Existing Décor)	SF	\$ 18.00	\$ 8.00	\$ 26.00
Double Pane Tempered Glass (Shall Match Existing Décor)	SF	\$ 22.00	\$ 8.00	\$ 30.00
Single Pane Glass (Shall Match Existing Décor)	SF	\$ 3.50	\$ 5.00	\$ 8.50
Single Pane Obscure Glass (Shall Match Existing Décor)	SF	\$ 5.50	\$ 5.00	\$ 10.50
Single Pane Tempered Glass (Shall Match Existing Décor)	SF	\$ 8.50	\$ 5.00	\$ 13.50
Seal off Door Combustion Air ventilation (w /Duckboard and Mastic)	EA	\$ 18.00	\$ 10.00	\$ 28.00
Window Air Seal - Complete - Sash and Stile	EA	\$ 20.00	\$ 10.00	\$ 30.00
Eliminate Return Air Grille Opening (Complete To Paint Ready Finish)	EA	\$ 10.00	\$ 20.00	\$ 30.00
Eliminate Supply Air Grille Opening (Complete To Paint Ready Finish)	EA	\$ 15.00	\$ 20.00	\$ 35.00
Threshold Adjustable, Aluminum or Hardwood @ Entry/Garage Doors	EA	\$ 28.75	\$ 10.00	\$ 38.75
Threshold for Interior Doors	EA	\$ 14.75	\$ 10.50	\$ 25.25
A.D.A Saddle Aluminum Threshold at Entry Door up to 36" (For Existing Doors Only)	EA	\$ 30.00	\$ 10.00	\$ 40.00
Air Seal Door - Complete Seal Around Install	EA	\$ 47.00	\$ 15.00	\$ 62.00
T-Astragal for Double Doors, Aluminum or Wood	EA	\$ 32.00	\$ 20.00	\$ 52.00
<b>"DUCTING" AIR INFILTRATION MEASURES AND REPAIR</b>	<b>Unit</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
HVAC Insulated Flex Duct installation includes mastic/tape (Shall Be Size As Needed) (Per IRC Code)	LF	\$ 5.00	\$ 9.50	\$ 14.50
A/C Duct Repairs (Metal or Duct Board) (With Mastic/Tape)	LF	\$ 4.50	\$ 5.50	\$ 10.00
R-8 Duct Wrap (Shall Include Fasteners and Mastic)	LF	\$ 6.60	\$ 4.00	\$ 10.60
A/C Plenum Repair (Includes Mastic and Duct Board)	EA	\$ 70.00	\$ 25.00	\$ 95.00
Seal Per Registers (Shall Include Mastic, Duct Board And Fasteners As Needed)	EA	\$ 22.00	\$ 21.00	\$ 43.00
Seal Per Central Return Walls (Shall Include Mastic, Duct Board And Fasteners As Needed)	EA	\$ 33.00	\$ 25.00	\$ 58.00
Mastic (Single Application, Includes Fasteners)	LF	\$ 2.50	\$ 6.00	\$ 8.50
Return Air Access w/Grill/Filter (Shall Match Existing Décor And Size As Needed)	EA	\$ 26.25	\$ 17.50	\$ 43.75
Supply Register Replacement (Shall Match Existing Décor And Size As Needed)	EA	\$ 17.00	\$ 10.00	\$ 27.00
Ceiling Boot (for Duct)	EA	\$ 26.90	\$ 16.50	\$ 43.40
Install Insulated Jumper Duct	EA	\$ 37.25	\$ 80.00	\$ 117.25
<b>ATTIC MEASURES</b>	<b>Unit</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
Blown Fiberglass R-11 To R-19	SF	\$ 0.80	\$ 0.60	\$ 1.40
Blown Fiberglass R-21 To R-26	SF	\$ 0.85	\$ 0.60	\$ 1.45
Blown Fiberglass R-30	SF	\$ 1.00	\$ 0.60	\$ 1.60
Blown Fiberglass R-38	SF	\$ 1.10	\$ 0.60	\$ 1.70
Mobile Home or Flat Attic Blown Fiberglass R-11 To R19 - Complete Install	SF	\$ 0.70	\$ 1.50	\$ 2.20
Mobile Home or Flat Attic Blown Fiberglass R-21 To 26 - Complete Install	SF	\$ 0.90	\$ 1.50	\$ 2.40
Mobile Home or Flat Attic Blown Fiberglass R-30 - Complete Install	SF	\$ 1.00	\$ 1.50	\$ 2.50
Mobile Home or Flat Attic Blown Fiberglass R-38 - Complete Install	SF	\$ 1.05	\$ 1.50	\$ 2.55
Batt Insulation per R - Value Needed	SF	\$ 1.20	\$ 1.35	\$ 2.55
New Scuttle Access - Complete Finish Install with Thermal Barrier. Per IRC CODE	EA	\$ 45.00	\$ 50.00	\$ 95.00
Pull Down Stairs - Complete Finish Install with Thermal Barrier	EA	\$ 372.50	\$ 97.50	\$ 470.00
Attic Insulated cover - For existing Pull Down. R - 38	EA	\$ 100.00	\$ 50.00	\$ 150.00
Scuttle Hole Repair - With Thermal Barrier	EA	\$ 14.75	\$ 25.75	\$ 40.50

Knee Wall Door/Access - Complete Finish Install	EA	\$ 192.50	\$ 80.00	\$ 272.50	
Attic Airway Soffit Baffling	EA	\$ 3.50	\$ 12.00	\$ 15.50	
1/2" Plywood Baffling (NO OSB)	LF	\$ 1.50	\$ 1.75	\$ 3.25	
Metal Baffling	LF	\$ 3.80	\$ 1.75	\$ 5.55	
Gable Vent - Size per net free area needed	EA	\$ 60.00	\$ 20.00	\$ 80.00	
Soffit Vent (any size)	EA	\$ 4.20	\$ 8.00	\$ 12.20	
Ridge Venting - 4ft. Segments (Shingles Included)	EA	\$ 7.00	\$ 7.00	\$ 14.00	
Static Roof Vent (Size As Needed)	EA	\$ 40.00	\$ 35.00	\$ 75.00	
<b>WALL INSULATION MEASURES</b>		<b>Unit</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
Blown Cellulose Wall Insulation R13 - Complete Install. Shall be Dense Packed	SF	\$ 0.78	\$ 1.72	\$ 2.50	
Batt Insulation per R - Value Needed	SF	\$ 1.20	\$ 1.35	\$ 2.55	
Balloon Frame Blocking per Home as needed	EA	\$ 10.00	\$ 20.00	\$ 30.00	
<b>FLOOR INSULATION MEASURES</b>		<b>Unit</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
Floor Insulation BATT R19 or R - Value to local Jurisdiction - Complete Install per Code	SF	\$ 1.50	\$ 1.35	\$ 2.85	
Floor Insulation Blown R19 or R - Value to local Jurisdiction - Complete Install per Code	SF	\$ 1.40	\$ 1.75	\$ 3.15	
<b>ENERGY STAR REFRIGERATOR MEASURES</b>		<b>Unit</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>

Energy Star Refrigerator Installation Top Freezer (Cubic Foot 16) Recycle Exchange	EA	\$ 850.00	\$ 155.00	\$ 1,005.00
Energy Star Refrigerator Installation Top Freezer (Cubic Foot 18) Recycle Exchange	EA	\$ 900.00	\$ 155.00	\$ 1,055.00
Energy Star Refrigerator Installation Top Freezer (Cubic Foot 20) Recycle Exchange	EA	\$ 990.00	\$ 155.00	\$ 1,145.00
Energy Star Refrigerator Installation Top Freezer (Cubic Foot 22) Recycle Exchange	EA	\$ 1,035.00	\$ 155.00	\$ 1,190.00
Energy Star Refrigerator Installation Top Freezer (Cubic Foot 24) Recycle Exchange	EA	\$ 1,095.00	\$ 155.00	\$ 1,250.00
Energy Star Side by Side Refrigerator Installation (Size as Needed) (Per Case by Case) Recycle Exchange	EA	\$ 1,415.00	\$ 170.00	\$ 1,585.00

<b>SECONDARY MEASURES</b>		<b>SECONDARY MEASURES</b>			
<b>LOW-COST MEASURES</b>		<b>Unit</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
Low Flow Shower Head (Must Be "Water Sense")	EA	\$ 12.75	\$ 3.50	\$ 16.25	
1.5 GPM Flow Faucet Aerator (Must Be "Water Sense")	EA	\$ 3.75	\$ 2.25	\$ 6.00	
Elastomeric Pipe Insulation w/ Zip Ties (6FT. Segment)(Shall be compatible for HVAC line set)	EA	\$ 10.00	\$ 4.00	\$ 14.00	
Fiberglass Water Heater Insulation Blanket - Minimum R10. Shall include all fasteners	EA	\$ 42.50	\$ 21.25	\$ 63.75	
LED 5-13 Watt Energy Star	EA	\$ 9.40	\$ 2.45	\$ 11.85	
LED Candelabra Energy Star	EA	\$ 9.70	\$ 2.45	\$ 12.15	
LED Flood Light Energy Star	EA	\$ 13.85	\$ 2.45	\$ 16.30	
LED Tube Light Energy Star	EA	\$ 17.25	\$ 2.60	\$ 19.85	
Can Light Retrofit With LED Kit (Shall Have Gasket For Air Infiltration) Energy Star	EA	\$ 25.00	\$ 3.00	\$ 28.00	

<b>SOLAR SCREENS/WINDOW FILM</b>		<b>Unit</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
90% Solar Screen - (None Low E Windows) Arch Windows Separate Cost When Applicable	SF	\$ 3.20	\$ 4.80	\$ 8.00	
Arch Windows	EA	\$ 80.00	\$ 5.10	\$ 85.10	
Awning Remove and Reinstall	EA	\$ 1.00	\$ 82.25	\$ 83.25	
Awning Remove Only	EA	\$ 1.00	\$ 62.25	\$ 63.25	
Remove Burglar Bars @ Windows - (No Reinstall unless applicable safety devices installed) Waiver must be signed!	EA	\$ 1.25	\$ 44.25	\$ 45.50	
<b>INCIDENTAL REPAIRS</b>		<b>Unit</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
3/4" Plywood - Treated	SF	\$ 2.05	\$ 2.05	\$ 4.10	
T1-11, 19/32" Premium Plywood Siding 4" or 8" On Center Grooves	SF	\$ 1.35	\$ 1.70	\$ 3.05	
Hardie Siding (Shall Match Existing Décor and Size)	SF	\$ 1.42	\$ 1.78	\$ 3.20	
Lap Siding "SMART" (Shall Match Existing Décor and Size)	SF	\$ 1.47	\$ 1.78	\$ 3.25	
Brick Molding @ Stucco/Brick/Stone	LF	\$ 1.00	\$ 1.50	\$ 2.50	
LP Smart Siding Cedar shakes	LF	\$ 1.81	\$ 1.89	\$ 3.70	
Skirting	LF	\$ 4.00	\$ 5.25	\$ 9.25	
Kiltz Paint	SF	\$ 3.75	\$ 3.80	\$ 7.55	
Install Service Light in Attic (Up to 25 LF 12/2 wire, Housing, LED Bulb, Safety Cage, Switch and all Permits)	EA	\$ 72.50	\$ 100.00	\$ 172.50	
Galvanized Steel Electrical Conduit w/ all accessories	LF	\$ 5.35	\$ 4.80	\$ 10.15	
12 Gauge, 2 Conductor Romex 115 volt Line - Wire/Run Only	LF	\$ 1.00	\$ 2.50	\$ 3.50	
15/20 AMP Single Pole Circuit Breaker at Existing Electrical Panel Box	EA	\$ 15.00	\$ 44.75	\$ 59.75	
15/20 AMP Single Pole Switch Receptacle - Includes connecting wires and cover plate	EA	\$ 10.75	\$ 44.75	\$ 55.50	
Edison Breakers (AMP Size Per Load Needed)	EA	\$ 14.75	\$ 16.25	\$ 31.00	
220V- Single Pole Circuit Breaker at Existing Electrical Panel Box (AMP Size Per Load Needed)	EA	\$ 34.00	\$ 59.00	\$ 93.00	
220V- Receptacle - Includes connecting wires and cover plate (Whip Design Per Appliance)	EA	\$ 37.50	\$ 59.00	\$ 96.50	
10 Gauge, 220V, 2 Conductor Romex Line Installation - Wire/Run Only (NM-B, UF-B)	LF	\$ 1.55	\$ 3.80	\$ 5.35	
30 To 50 Amp Single Pole Circuit Breaker at Existing Electrical Panel Box	EA	\$ 22.50	\$ 61.50	\$ 84.00	
Junction box/ Installation / Cover Plate (Shall Match Existing Décor And Size)	EA	\$ 10.50	\$ 15.50	\$ 26.00	
Grounded Duplex Receptacle - Includes connecting wires and cover plate	EA	\$ 16.00	\$ 62.00	\$ 78.00	
Aluminum Foil/Butyl Rubber Patch	SF	\$ 10.00	\$ 20.00	\$ 30.00	
Galvanized Sheet Metal	SF	\$ 6.80	\$ 15.75	\$ 22.55	
White or Aluminum Roof Coat	SF	\$ 0.20	\$ 0.40	\$ 0.60	
Roof Repair - Complete Install	SF	\$ 1.87	\$ 2.28	\$ 4.15	
Roof Cement 10.3 oz. Tube	EA	\$ 9.05	\$ 15.75	\$ 24.80	
Door Trim Casing Set Exterior/ Interior (1 head and 2 Sides)	EA	\$ 15.00	\$ 20.00	\$ 35.00	
Brass Kick Plate	EA	\$ 23.00	\$ 10.00	\$ 33.00	
Brass/Nickel Slide Bolt and Keeper	EA	\$ 9.25	\$ 5.00	\$ 14.25	
Deadbolt Double Cylinder Brass	EA	\$ 40.00	\$ 15.00	\$ 55.00	
Exterior Door Adjustment (Remove and Reset)	EA	\$ 1.00	\$ 55.00	\$ 56.00	

Keyed Alike Lockset Single Cylinder Brass (Includes Key lock and Dead bolt) Any Finish	EA	\$ 50.00	\$ 20.00	\$ 70.00
Passage Lock @ Furnace, Water Heater, and Interior Doors as applicable	EA	\$ 20.00	\$ 10.00	\$ 30.00
Remove & Reinstall Storm/Screen Doors	EA	\$ 1.00	\$ 50.00	\$ 51.00
Single Sided Deadbolt Lock Brass (Multi Family Units Only)	EA	\$ 20.00	\$ 11.25	\$ 31.25
Sliding Glass Door Repair To Working Order	EA	\$ 40.00	\$ 60.00	\$ 100.00
Standard Residential Strike Plate (Any Finish)	EA	\$ 6.25	\$ 2.75	\$ 9.00
Wall Bumper, 4" Diameter with Rubber Pad (Aluminum or White)	EA	\$ 4.25	\$ 2.00	\$ 6.25
"Z" Aluminum Flashing	LF	\$ 0.55	\$ 1.35	\$ 1.90
Jalousie Window Crank Handle (Any Finish)	EA	\$ 9.00	\$ 8.50	\$ 17.50
Remove and Reinstall Burglar Bars @ Entry Door(s)	EA	\$ 1.15	\$ 29.25	\$ 30.40
Window Removal (Eliminations Only)	SF	\$ 0.35	\$ 2.60	\$ 2.95
Solid Brass Sash & Lock w/ Keeper	EA	\$ 8.50	\$ 8.75	\$ 17.25
White Vinyl Window Sash & Lock w/ Keeper	EA	\$ 8.50	\$ 8.75	\$ 17.25
Window Sash and Stile Adjustment	EA	\$ 1.00	\$ 37.75	\$ 38.75
Window Sill, Exterior (Primed 2x6)	LF	\$ 1.40	\$ 6.25	\$ 7.65
Window Sill, Interior (Primed 1x6)	LF	\$ 1.55	\$ 6.25	\$ 7.80
Pipe Vent Flashing - Complete Finish Install	EA	\$ 14.70	\$ 19.40	\$ 34.10
CAZ Closet - Complete Finish (Air Seal When In-Condition Space)(Can Be Use For Electric Water Heater Outdoor)	EA	\$ 137.50	\$ 262.50	\$ 400.00
CAZ Closet Repair (Can Be Use For Electric Water Heater Outdoor)	EA	\$ 105.00	\$ 110.00	\$ 215.00
Wood Siding "SMART" (Shall Match Existing Décor)	SF	\$ 1.35	\$ 1.55	\$ 2.90

Wood Trim - Primed on 6 Sides (Shall Match Existing Décor and Size)	LF	\$ 2.15	\$ 1.15	\$ 3.30
1x2 Wood Trim - Primed on 6 Sides	LF	\$ 1.70	\$ 1.15	\$ 2.85
Double Header w/ Flitch Pneumatic Nailed	LF	\$ 3.63	\$ 1.88	\$ 5.50
2" x 4"-8'L Wood Stud 16" O.C. 8' High Pneumatic Nailed	EA	\$ 4.55	\$ 1.25	\$ 5.80
2" x 6"-8'L Wood Stud 16" O.C. 8' High Pneumatic Nailed	EA	\$ 4.30	\$ 1.25	\$ 5.55
3/4" OSB Plywood - Premium (Not for Flooring Applications)	SF	\$ 1.95	\$ 1.70	\$ 3.65
Removal of Air Handler - Inoperable System w/ no Replacement (Shall Include Sealing Of Holes)	EA	\$ 25.00	\$ 100.00	\$ 125.00
Remove & Reinstall A/C Window Unit	EA	\$ 1.00	\$ 60.00	\$ 61.00
Remove A/C Window Unit Only - No Reinstallation	EA		\$ 30.00	\$ 30.00
<b>HEATING AND AIR CONDITIONING</b>	<b>Un</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
18K BTU A/C Heat Pump (Complete System Install)	EA	\$ 3,650.00	\$ 1,000.00	\$ 4,650.00
24K BTU A/C Heat Pump (Complete System Install)	EA	\$ 3,675.00	\$ 1,000.00	\$ 4,675.00
30K BTU A/C Heat Pump (Complete System Install)	EA	\$ 3,750.00	\$ 1,000.00	\$ 4,750.00
36K BTU A/C Heat Pump (Complete System Install)	EA	\$ 4,000.00	\$ 1,000.00	\$ 5,000.00
42K BTU A/C Heat Pump (Complete System Install)	EA	\$ 4,880.00	\$ 1,000.00	\$ 5,880.00
48K BTU A/C Heat Pump (Complete System Install)	EA	\$ 5,100.00	\$ 1,000.00	\$ 6,100.00
Package Unit, A/C Heat Pump (Complete System Install)	EA	\$ 5,475.00	\$ 1,262.50	\$ 6,737.50
18K BTU, 90%+ AFUE Central System (Complete System Install)	EA	\$ 3,500.00	\$ 1,000.00	\$ 4,500.00
24K BTU, 90%+ AFUE Central System (Complete System Install)	EA	\$ 3,575.00	\$ 1,000.00	\$ 4,575.00
30K BTU, 90%+ AFUE Central System (Complete System Install)	EA	\$ 3,743.75	\$ 1,000.00	\$ 4,743.75
36K BTU, 90%+ AFUE Central System (Complete System Install)	EA	\$ 3,800.00	\$ 1,000.00	\$ 4,800.00
42K BTU, 90%+ AFUE Central System (Complete System Install)	EA	\$ 3,937.50	\$ 1,000.00	\$ 4,937.50
48K BTU, 90%+ AFUE Central System (Complete System Install)	EA	\$ 4,770.00	\$ 1,000.00	\$ 5,770.00
60K BTU, 90%+ AFUE Central System (Complete System Install)	EA	\$ 5,250.00	\$ 1,000.00	\$ 6,250.00
Package Unit, 90%+ AFUE Central System (Complete System Install)	EA	\$ 5,412.50	\$ 1,225.00	\$ 6,637.50
Freestanding Wall Furnace Kit	EA	\$ 215.00	\$ 65.00	\$ 280.00
90%+ AFUE Direct Vent Wall Furnace (Complete Install)	EA	\$ 4,000.00	\$ 525.00	\$ 4,525.00
35K BTU LPG or Natural Gas Wall Furnace (Complete System Install) (Shall Come with Blower If 115V Present)	EA	\$ 1,710.00	\$ 556.25	\$ 2,266.25
5-30K BTU Space Heater – Direct Vent w/Blower (Gas/LPG)(ODS)	EA	\$ 618.75	\$ 235.00	\$ 853.75
31K + BTU Space Heater – Direct Vent w/Blower (Gas/LPG)(ODS)	EA	\$ 682.75	\$ 235.00	\$ 917.75
<b>HEATING AND AIR CONDITIONING Cont... "Partial Components"</b>	<b>Un</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
18K BTU Central A/C Condenser & Coil (Includes Disconnect Whip/Refrigerant)	EA	\$ 2,000.00	\$ 750.00	\$ 2,750.00
24K BTU Central A/C Condenser & Coil (Includes Disconnect Whip/Refrigerant)	EA	\$ 2,650.00	\$ 750.00	\$ 3,400.00
30K BTU Central A/C Condenser & Coil (Includes Disconnect Whip/Refrigerant)	EA	\$ 2,750.00	\$ 750.00	\$ 3,500.00
36K BTU Central A/C Condenser & Coil (Includes Disconnect Whip/Refrigerant)	EA	\$ 2,850.00	\$ 750.00	\$ 3,600.00
42K BTU Central A/C Condenser & Coil (Includes Disconnect Whip/Refrigerant)	EA	\$ 3,487.00	\$ 750.00	\$ 4,237.00
48K BTU Central A/C Condenser & Coil (Includes Disconnect Whip/Refrigerant)	EA	\$ 3,793.00	\$ 750.00	\$ 4,543.00
60K BTU Central A/C Condenser & Coil (Includes Disconnect Whip/Refrigerant)	EA	\$ 4,263.50	\$ 750.00	\$ 5,013.50
90% AFUE Gas or LP Central Furnace "Only" w/permit and venting - Energy Star- Size per Manual J	EA	\$ 1,750.00	\$ 500.00	\$ 2,250.00
A/C Line Flush for Freon to Puron Refrigerant Conversions	EA	\$ 250.00	\$ 120.00	\$ 370.00
Sheet metal duct transition (A/C Plenum) (60k BTU Units or above)	EA	\$ 110.00	\$ 100.00	\$ 210.00
Thermostat Wire #18/5, 25 LF Minimum Installation (Heating/Cooling)	EA	\$ 20.00	\$ 25.00	\$ 45.00
Programmable Thermostat w/ Backlight Energy Star	EA	\$ 135.00	\$ 50.00	\$ 185.00
Electrical disconnect w/Whip at Existing A/C Condenser	EA	\$ 35.00	\$ 80.00	\$ 115.00
<b>HEATING AND AIR CONDITIONING Cont... "DOWN DRAFT SYSTEMS"</b>	<b>Un</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
Down Draft 90%+ AFUE Central HVAC (Complete Install) Size Per Manual J Energy Star	EA	\$ 4,600.00	\$ 1,000.00	\$ 5,600.00
2.0 Ton, Down Draft Heat Pump (Complete System Install) Energy Star	EA	\$ 4,800.00	\$ 1,000.00	\$ 5,800.00
2.5 Ton, Down Draft Heat Pump (Complete System Install) Energy Star	EA	\$ 5,100.00	\$ 1,000.00	\$ 6,100.00
3.0 Ton, Down Draft Heat Pump (Complete System Install) Energy Star	EA	\$ 5,300.00	\$ 1,000.00	\$ 6,300.00

3.5 Ton, Down Draft Heat Pump (Complete System Install) Energy Star	EA	\$ 5,500.00	\$ 1,000.00	\$ 6,500.00
4.0 Ton, Down Draft Heat Pump (Complete System Install) Energy Star	EA	\$ 5,650.00	\$ 1,000.00	\$ 6,650.00
<b>Energy Star Room Air Conditioner</b>	<b>Unit</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
5K/6K BTU Energy Star 12.1 EER Min	EA	\$ 363.75	\$ 120.00	\$ 483.75
7K/8K BTU Energy Star 12.0 EER Min	EA	\$ 422.50	\$ 120.00	\$ 542.50
10K BTU Energy Star 12.0 EER Min	EA	\$ 550.00	\$ 120.00	\$ 670.00
12K BTU Energy Star 12.0 EER Min	EA	\$ 597.75	\$ 120.00	\$ 717.75
14K BTU Energy Star 11.8 EER Min	EA	\$ 651.25	\$ 135.00	\$ 786.25
18K BTU Energy Star 11.8 EER Min	EA	\$ 750.00	\$ 135.00	\$ 885.00
24K/25K BTU Energy Star 10.3 EER Min	EA	\$ 852.50	\$ 135.00	\$ 987.50
8K/9K Cool/7K Heat Window Unit w/ Heat Pump 10.8 EER Min (Use existing 110V outlet) Energy Star	EA	\$ 1,400.00	\$ 135.00	\$ 1,535.00
Heat Pump Window Unit w/Heat Strips (5K) 10.8 EER Min (Check for existing or add 220V outlet) Energy Star	EA	\$ 1,038.75	\$ 120.00	\$ 1,158.75
Heat Pump Window Unit w/Heat Strips (8K) 10.8 EER Min (Check for existing or add 220V outlet) Energy Star	EA	\$ 1,383.75	\$ 120.00	\$ 1,503.75
Heat Pump Window Unit w/Heat Strips (10K) 10.8 EER Min (Check for existing or add 220V outlet) Energy Star	EA	\$ 1,420.00	\$ 120.00	\$ 1,540.00
Heat Pump Window Unit w/Heat Strips (12K) 10.8 EER Min (Check for existing or add 220V outlet) Energy Star	EA	\$ 1,468.75	\$ 120.00	\$ 1,588.75
Heat Pump Window Unit w/Heat Strips (18K) 10.8 EER Min (Check for existing or add 220V outlet) Energy Star	EA	\$ 1,501.25	\$ 140.00	\$ 1,641.25
Heat Pump Window Unit w/Heat Strips (24K/25K) (Check for existing or add 220V outlet) Energy Star	EA	\$ 2,150.00	\$ 140.00	\$ 2,290.00
4" Condenser Outdoor Pad	EA	\$ 63.80	\$ 21.75	\$ 85.55
R-22 Condensing Unit Existing System Freon Recharge	EA	\$ 190.00	\$ 130.00	\$ 320.00
R-410(a) Condensing Unit Existing System Puron Recharge	EA	\$ 165.00	\$ 130.00	\$ 295.00
Room Air Conditioner Unit Tune Up	EA	\$ 20.00	\$ 30.00	\$ 50.00
Central A/C And Furnace Tune Up GAS, LPG, ELEC	EA	\$ 50.00	\$ 100.00	\$ 150.00
Vented Wall Furnace Repair/ Tune Up	EA	\$ 30.00	\$ 75.00	\$ 105.00
Air Filters - Qty. of 12 (Any Size)(Per Each Return) Minimum MERV ≥ 8	EA	\$ 64.00	\$ 1.00	\$ 65.00
Copper line, high side	LF	\$ 4.35	\$ 42.00	\$ 46.35
Copper line, low side	LF	\$ 4.85	\$ 42.00	\$ 46.85
<b>DOORS/WINDOWS</b>	<b>Unit</b>	<b>Material</b>	<b>Labor</b>	<b>Total</b>
Exterior Door Insulated MTL - Complete Finish Install, Energy Star	EA	\$ 350.00	\$ 120.00	\$ 470.00
Zone off Door Solid Core - Complete Finish Install	EA	\$ 177.50	\$ 85.00	\$ 262.50
Water Heater or Furnace Door - Complete Finish Install	EA	\$ 161.25	\$ 85.00	\$ 246.25
Sliding Glass Doors LowE - Complete Finish Install, Current Energy Star Per Local Jurisdiction	EA	\$ 1,200.00	\$ 200.00	\$ 1,400.00
Insulated Steel 15-Lite Patio Door Temp Glass LowE - Complete Finish Install, Current Energy Star Per Local Jurisdiction (Size As Needed)	EA	\$ 700.00	\$ 140.00	\$ 840.00
Mobile Home Entry Door - Complete Install, Energy Star	EA	\$ 510.00	\$ 150.00	\$ 660.00
Mobile Home Entry Door with Storm Door - Complete Install, Energy Star	EA	\$ 700.00	\$ 131.25	\$ 831.25
Mobile Home Water Heater Closet Door	EA	\$ 190.00	\$ 100.00	\$ 290.00
39" Exterior Door Drip Caps	EA	\$ 20.00	\$ 15.00	\$ 35.00
LowE Window (Std. Glass) – Energy Star (U-Factor 0.30)(SHGC 0.25) or Current Energy Star At Time Of Install	SF	\$ 14.00	\$ 10.00	\$ 24.00
LowE Window (Temp. Glass) – Energy Star (U-Factor 0.30)(SHGC 0.25) or Current Energy Star At Time Of Install	SF	\$ 17.50	\$ 10.00	\$ 27.50
LowE Window (Obscure) – Energy Star (U-Factor 0.30)(SHGC 0.25) or Current Energy Star At Time Of Install	SF	\$ 21.00	\$ 10.00	\$ 31.00
LowE Double Hung Storm Windows (Emissivity 0.22)(Solar Transmission 0.55)	SF	\$ 17.50	\$ 8.50	\$ 26.00

**EXHIBIT B**

**TOOLS AND EQUIPMENT LIST**

<b>Tools/Equipment</b>	<b>Company Owned?</b>	<b>If Yes, Enter Quantity</b>	<b>If No, Do You Have Immediate Access?</b>	<b>Source If Not Owned?</b>
Digital Gauged Blower Door	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
Digital Gauged Duct Blower/Blaster	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
Insulation Machine	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
Freon Reclaimer	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
Pressure Pans	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
Monoxers with Printers/Leak Detectors/Puffers/Respirators/Drill Shroud	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
Digital Cameras (PC Compatible)	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
Infrared (IR) Cameras	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
Flow Hood Reading	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
AC/Heat Gauges	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
Foam Insulation	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
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	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	
	<input type="radio"/> Yes <input type="radio"/> No		<input type="radio"/> Yes <input type="radio"/> No	

**EXHIBIT C**

**AMY YOUNG BARRIER REMOVAL AND HOMES FOR TEXAS HEROES  
GENERAL WORK SPECIFICATIONS**

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**Note: Be advised that the General Specifications can and will change over time. It will accompany each Description of Work (DOW) you bid on. It will be your responsibility to keep current with the appropriate requirements.**

**Contact Information and Special Instructions**

The construction contract has a liquidated damages clause in it and your firm will be held responsible for not completing this project in the time frame allocated. It is the contractor’s responsibility to contact AACOG and document rain day exceptions and any other unforeseen events. It will be up to the discretion of AACOG to determine if claims made for any time extensions to this contract are reasonable and valid.

Upon awarding of the contract to your firm by AACOG please contact the homeowner and arrange for a pre-construction meeting. During this meeting discuss your timeline for completion of this project. Discuss any special needs you may need to complete this project. Please ask the homeowner if they have any special needs and or concerns about this project. AACOG will send the Notice To Proceed, to start the project.

Possible issues to discuss:

1. Where do your workers park?
2. Where is material to be delivered?
3. What time is work to begin and end and on what days?
4. What about small children?
5. What about pets?
6. What about bathroom accommodations?

*Please leave an emergency contact phone number with the homeowner in case something was overlooked during the day and homeowner needs to contact you after work hours.*



Please clean the work area at the end of each work day. Dispose of all trash and debris. Make sure that when you leave for the day that the homeowner has access to the plumbing fixtures. Make sure that any utilities that were turned off earlier in the day are functional prior to your departure.

All of the materials that are required for this project have particular model specifications. Any deviation from the list of allowable material will result in non-payment. Variation from the attached specifications is not encouraged; if there is no other option available then all changes in materials must be approved by AACOG staff in writing. You will be assigned an AACOG inspector for your project. If the project is located in a building jurisdiction that has an ongoing building permit and inspection program, then you will be required to obtain all necessary building permits and inspections. If the project is in a rural area without an ongoing inspection program then the AACOG Inspector will perform the required inspections. Do not cover any inaccessible area until the appropriate inspections are obtained. Contact the AACOG Inspector for required inspections

Please follow the EPA Repair, Remodeling and Painting Rule (RRP), which went into effect on April 22, 2010. <http://www.epa.gov/lead/pubs/renovation.htm> . All contractors that disturb a painted surface in any pre-1978 house and are compensated must be registered with the EPA as a Lead Renovator Firm. Additionally, each certified renovator firm must have at least one employee certified with the EPA as Lead Certified Renovator. The EPA documentation for your firm must be on file at AACOG prior to beginning any work. At the end of each project that consists of a pre-1978 house you will be asked to submit the following documentation:

1. Any Lead Base Paint (LBP) test results with all appropriate EPA required documentation.
2. The renovator recordkeeping checklist
3. The post renovation cleaning verification report
4. The non - certified worker training documentation
5. Signed receipt by homeowner regarding delivery of the "EPA Renovate Right" pamphlet, which can be obtained at 1-800-424-5323.

Do not wait until the end of the job and to produce these documents. They are intended to be produced at the beginning of the job and continue as the job progresses. These documents record the lead-based paint safe worker practices your firm employs to protect the health and safety of your employees as well as the occupants of the house. As of August 2016 EPA, is assessing a \$40,000.00 a day penalty for contractor non-compliance. If you have any questions regarding safe worker practices or EPA RRP compliance please contact Carlos Lozano, AACOG Housing Construction Technician at 210-918-1282 or 1-800-424-5323.

All Accessibility modifications, specification and instructions for this project are based on the information found in the Architectural Barriers Texas Accessibility Standards (TAS) <http://www.tdlr.state.tx.us/ab/abtas.htm>. Be advised, the most recent Texas Accessibility Standards went into effect on March 15, 2012.

If you would like additional information, the 2010 ADA Standards for Accessible Design (<http://www.ada.gov/regs2010/2010ADAStandards/2010ADAStandards.pdf>) actually has better instructions and user friendly diagrams for the placement of grab bars and the location of plumbing fixtures.

AACOG Project Inspector: Carlos Lozano  
Contact Information: 210-832-5025  
[clozano@aacog.com](mailto:clozano@aacog.com)

Please give the AACOG Inspector a minimum of 24 hours' notice for an inspection request.

All electrical, building, plumbing & HVAC trades shall obtain the appropriate permits and inspections for the work being under taken. If you are not sure what permits are required contact the building code enforcement official within the project's jurisdiction? If you are in a rural area without ongoing code enforcement policy, contact Carlos Lozano for all required inspections.

### **Plumbing Specifications: ADA compliant lavatory specifications**

The following three ADA compliant Lavatories' are acceptable for use. Any variation is not encouraged and for unforeseen reasons if these products are unavailable a written and approved change order approving another brand will be required for you to receive payment.

**Fixture and accessory suppliers are listed below, for your convenience. You are under no requirement to purchase from these suppliers. You are required to purchase these specific fixtures with the accessories listed. You can also mix and match for example, and use one specified lavatory with any specified faucet.**

**Product specification:**  
**Source: Hughes Supply Co.**

Seasons Wall Mount Lavatory. Vitreous China, 19 1/8-inch X 17-3/8-inch Rectangle. 4-inch center. Front overflow. ADA compliance Color: WHITE.

#### **Accessories shall include the following items:**

- Two handle Lavatory Faucet-Moen 8800. ADA compliant. 4-inch wrist blade style handles with hot and cold color indicators. Operation: ¼ turn to open. ¼ turn to close. Aerator is limited to 2.2 gpm (8.3l/min)
- Brigade ADA molded Drain and supply covers. ADA compliant Kits designed to fit on all tubular and cast brass P-trap assemblies. Bacteria and Fungus resistant. Trap cover: WHITE. Supply cover: White. Maintenance: common detergents. Model # BR11133 or BR11134, trap, 2-supply and offset cover kit: WHITE
- TWO -1/2 inch X 3/8-inch compression quarter turn angle stops –CP. Brand-Brigade
- TWO Braided lavatory connector- 3/8 Compression X 1/2 FIP X 16-inch S/S Lavatory Flex supply line- Brigade
- Two each PLM-PROD PF5 5/8 OD Flanges
- Brigade BR10297 1-1/2 PVC Tube P-Trap bag \*02PVCBG
- One PLM-PROD PFSA12-1/2 X 3-inch S/G Flange
- One 5 Inch off set tail piece strainer assembly.( For Wheel chair use)

**Product specification:**  
**Source: Ferguson supply**



20-inch X 18-inch wall hung lavatory. 4- or 8-inch faucet drillings. ADA compliant High Backsplash Wall mount bracket included, Concealed front overflow. COLOR: WHITE. Model # 4'OC 3-hole PF5514WH, 8-inch center, 3-hole PF5518WH

**Accessories shall include the following items:**

- Delta lavatory Faucet Single Handle Deck mounted. 3-hole sink applications 4-inch center set. ADA compliant Lever handle. Model # 501-DSTMaximum 1.5 gpm flow rate @ 60PSI.
- Pro-Flo PFPTP100/PFPTP200 Series Plastic SJ Tubular P Trap. PFTP 100-1/1/4 X 11/2 Plastic SJ Tubular P-Trap. I ADD 5 inch off set tail piece wheelchair strainer.
- Proflo PF200 Series Trap covers. / ADA and USAF compliant Universal design fits virtually all lavatory applications. Antimicrobial vinyl maintains sanitary conditions. Fire retardant. Maintenance: Use common detergents Model # PF203WH@)@WH-One p-trap cover, two angles stop valves and supply covers, and 1 5/8-inch offset tailpiece wheelchair strainer assemble cover.
- One-Proflo Escutcheons PFE11-Fitis 1-1/2-inch pipe and the PFE10 fits 1/14-inch pipe. Chrome plated steel or polished brass.
- Two- Proflo Escutcheons PFE & fits 5/8 OD pipe. Chrome plated.
- Two-Speed Plumb plus Braided Faucet connector-compression inlet Part B1-16A- = Brass craft 3/8 Compression X 1/2 inch FIP X 16 inches supply lines.
- Two Brass craft 1/2 nominal comp X3/8 OD comp quarter turn angle stops
- One 5 Inch off set tail piece strainer assembly. (For wheel chair use)

**Product specification:**

**Source: Moore Supply Co.**

Kohler-Kingston wall mount Lavatory K-2005 Vitreous china. Wall mounted with hanger. ADA compliant. 21 1/4 inches X 18-1/8 inches. Color: WHITE. 4-inch centers, 8-inch centers or single hole. SEE ADA installation guide spec sheet.

**Accessories shall include the following items:**

- Moen- Chateau single handle Lavatory faucet. AFDA compliant. Flow is limited to 1.5 gpm @ 60psi. Metal construction. Temperature controlled by 100-degree arc of handle travel. Model # MOL64621
- Two 1/4 Turn Angle stops. Compression X compression- Brass craft G2CR19C- Chrome plated.
- One flange escutcheon I 1/4 inch OD chromes plated-Tubular, PlumBest.
- Two flange escutcheons. 5/8-inch OD.-chrome plated- PlumBest
- Two-Speedi Plumb Plus Braided Faucet connector-compression inlet. Brass craft 3/8 Compression X 1/2 inch FIP X 16 inches supply lines. (Typical Installation) B112A
- LAV Guard-ADA compliant under sink protection. Bacteria/ Fungus Resistance. Maintenance: Use common detergents. Color: China White. Material: Molded vinyl. Unit includes One P-trap cover, two angle stop valves, and supply covers, one 5 inch offset tailpiece wheelchair strainer cover.
- One P9704BG 1 1/2 PVC P-Trap w/ adapter bag. With tailpiece. With one 5-inch offset tailpiece wheelchair strainer.

## Plumbing Specifications: ADA compliant toilets

The following three ADA compliant elongated vitreous china toilets are acceptable for use in this contract. Any variation is not encouraged and for any unforeseen reasons if these products are unavailable a written and approved change order approving another brand will be required for you to receive payment.

**The supply houses where these fixtures and accessories may be found have been listed for your convenience. You are under no requirement to purchase these items from these suppliers. You are however required to purchase these specific fixtures with the accessories listed.**

### **Product specification:**

**Source: Fergusons Enterprises, Inc.**

The elongated bowl toilet shall be made of vitreous china. Toilet shall be 29-3/4 inches in length, 18 inches in width and 31-1/4 inches in height with an 11-3/8-inch X 8-inch water area. Toilet shall be 1.28 gpf (4.8 lpf). Toilet shall include polished chrome trip lever. Toilet shall have a 2-1/8-inch glazed trap way. Toilet shall be 12 inches rough-in. Kohler model K-3999 is acceptable. Color: WHITE

### **Accessories shall include the following items:**

- Proflow molded wood construction elongated toilet seat. - Model # PFTSW2000
- Proflow Heavy duty wax Ring
- Proflow Solid Brass Closet Bolts
- One- chrome plated steel and polished brass Escutcheon –standard type
- One -1/2 inch X 3/8-inch compression quarter turn angle stops
- One Speedi-plumb PLUS Braided Toilet connector-Compression Inlet supply line

### **Product specifications:**

**Source: Moore Supply Co.**

Vortens- Vienna Plus ADA Model 3123-3412. 2-1/8 inch fully glazed Trap way. 1.6 gpf/6.0 lpf. 8-inch X 7 Inch water surface High gloss Vitreous China. With 12Inch rough in. 16 1/2 inches High. ADA compliant. Color: WHITE

### **Accessories shall include the following items:**

- Bemis 3000TT molded wood, multi coat enamel finish, elongated.
- One 1/4 inch Turn angle stop-compression
- Chrome plated steel escutcheon
- One Speedi-plumb PLUS Braided Toilet connector-Compression Inlet supply line
- Heavy duty wax Ring-John-ring Brand Solid Brass Closet Bolts

### **Product specifications:**

**Source: Hughes Supply**

Hymont 31054 or 31056 17 1/4 inch low consumption closet Vitreous China. ADA compliant. Bowl 1.6 gpf/6.0lpf, elongated rim bowl with 12inch rough in. With vitreous china tank and cover with flush valve with backflow preventer and chrome plated trip lever. Color: WHITE

**Accessories shall include the following items:**

- Seasons Molded wood toilet seat, elongated.
- Brigade ¼ inch Turn angle stop-compression
- Chrome plated steel escutcheons
- Brigade Braided Toilet connector-Compression Inlet supply line-BR10030
- Heavy duty wax.
- Solid Brass Closet Bolts

**Plumbing Specifications: ADA Compliant Kitchen Sinks and Faucets**

**The supply houses where these fixtures and accessories may be found have been listed for your convenience. You are under no requirement to purchase these items from these suppliers. You are however required to purchase these specific fixtures with the accessories listed. You can also mix and match for example and use one specified kitchen sink with any specified faucet. Note: Be advised that there are color and size differences with these sinks.**

**Product specification:**

Dayton ADA compliant Sink. Sink is formed of #22-gauge, 300 series, and nickel bearing stainless steel. Top mount. Bowl depth: 5-3/8". Model # GE23321. ADA compliant-Coved corners: 3"vertical and 2-1/4" horizontal radius. Finish: Exposed surfaces are polished to a satin finish. Underside: Undercoated on bottom of bowls. Drain opening; 3-1/2" Suffix L (left) or R (right) denotes location of drain

*Note: Unless otherwise indicated, sink is furnished with 3 or 4 faucet holes. This sink is listed by the International Association of Plumbing and Mechanical officials as meeting the requirements of the Uniform plumbing Code. This sink is designed for ADA compliance.*

**Required Accessories:**

**Source: Ferguson Enterprises, Inc. / Home Depot**

- Basket Strainers stainless Steel- Proflow Model # PF1431S.
- PFEWP100 series Plastic End outlet waste with baffle. 1-1/2"X 16 plastic End outlet waste
- Slip joint / direct connection. IAPMO listed.
- 1-1/2 P-Trap with waste arm.
- (2)Two-Speedi Plumb Plus Braided Faucet connector-compression inlet Part B1-16A- Brass craft 3/8 Compression X ½ inch FIP X 16 inches supply lines.
- (2) Two Brass craft ½ nominal comp X3/8 OD comp quarter turn angle stops
- (1)-Proflo Escutcheons PFE11-Fitis 1-1/2-inch pipe. Chrome plated steel or polished brass.
- (2) 5/8" OD Escutcheon Chrome plated.

**Product specification:**

MFG Brand Name: Thermocast -2-bowl kitchen sink, MFG Model #: 10400, MFG Part #: 10400

2-bowl kitchen sink-ADA compliant Durable high-gloss acrylic construction is scratch, chip and impact resistant for long-lasting use. Color: WHITE Supports quick and easy drop-in or under mount installation. Left bowl dimensions: 13-3/4 in. L x 16 in. W x 8-1/4 in. D; right bowl dimensions: 13-3/4 in. L x 16 in. W x 8-1/4 in., Stain-, rust- and oxidation-resistant finish protects the sink from corrosion and every day wear and tear. 4 pre-drilled holes for installation of a faucet, sprayer, soap dispenser or other accessories (not included) Store SKU # 545121-

Thermocast Beaumont Drop-In 33 in. x 22 in. 4-hole Double Bowl Kitchen Sink in Bone Model # 10401 Internet # 100341872-Store SO SKU # 796967 Source: Home Depot.2-bowl kitchen sink-ADA compliant, MFG Brand Name: Thermocast: Source: Home Depot

- MFG Model #: 10401
- MFG Part #: 10401
- Lifetime warranty
- 4 pre-drilled fixtures holes
- ADA Compliant: Yes
- Assembled Depth (in.): 9 in, Assembled Height (in.): 22 in,
- Assembled Width (in.): 33 in
- Collection Name: Traditions
- Color/Finish: Bone
- Depth: 9 in
- Manufacturer's Warranty: Lifetime Warranty
- Mount type: Self-Rimming, Number of Holes: 4.0, Sink Type: Self-Rimming.

**Required accessories for complete installation of ADA sink installation:**

Note: (2) Basket Strainers stainless Steel. Plastic end outlet waste with baffle. 1-1/2"X 16 .Slip joint / direct connection. IAPMO listed.1-1/2 P-Trap with waste arm. (2) 3/8 Compression X 1/2 inch FIP X 16 inches supply lines braided .(2) 1/2 nominal comp X3/8 OD comp quarter turn angle stops.(1) Escutcheon for 1-1/2-inch pipe. Chrome plated steel or polished brass. (2) 5/8" OD Escutcheon Chrome plated.

**ADA Compliant Faucet:**

**Source: Fergusons Enterprises, Inc.; Home Depot, Moore Supply, Hughes Supply, Appliance Parts, Guadalupe Lumber**

Moen-Chateau Single- lever handle Kitchen Faucet- ADA compliant. Model # M67425.

- Metal construction with either chrome plated, ivory decorative glacier or brushed chrome finish.
- 1/2" IPS connections will accept standard ball nose connection for 3/8" tubing. Lever style handle.
- Temperature controlled by 180-degree arc of handle travel. Will operate with less than 5 lbs. of force. Aerator is limited to 2.2 gpm.

**Product Description:**

- KOHLER ADA compliant single handle faucet. Source: Home Depot
- MFG Model #: K-10415-CP
- MFG Part #: 10415-CP
- Solid brass construction for long-lasting use and enjoyment

- Polished chrome finish. Single-control handle conveniently adjusts water volume and temperature
- Low-arc spout has a 9 in. reach
- High-temperature limit stop allows you to preset a comfortable maximum temperature to help minimize scalding. Lever handle is ADA compliant for ease of operation
- 22 in. stainless steel braided flexible supply hoses included

**Product Description:**

MOEN Legend Single-Handle Kitchen Faucet in Chrome –Source: Home-Depot, Fergusons Enterprises, Inc.; Home Depot, Moore Supply, Hughes Supply, Appliance Parts, Guadalupe Lumber - Model # 7300  
Internet # 100007815 / Store SO SKU # 477898

The MOEN Legend Single-Handle Kitchen Faucet in Chrome features a single-lever, ADA-compliant handle for easy water control and a 9 in. spout reach that offers great sink access.

- Chrome finish creates a bright, modern look
- Solid lever handle offers quick and simple water control
- 9 in. spout reach for ample sink access
- ADA compliant
- 3-hole installation with 1/2 in. IPS connections.

**Product Description:**

Glacier Bay Keelia Single-Handle Pull-Out Kitchen Faucet in Brushed Nickel –  
Source: Home Depot  
Store SKU # 497475  
MFG Model #: FP4A4066BNV  
MFG Part #: FP4A4066BNV

The Glacier Bay Keelia Single-Handle Pull-Out Kitchen Faucet in Brushed Nickel is constructed of solid brass. The lever handle meets ADA standards for ease of use in adjusting water temperature and volume. The pull-down sprayer features aerated and wide spray options, as well as a 48 in. braided hose for extended reach. Single-control handle conveniently adjusts water flow and temperature. High-arc spout has a 48 in. reach for added clearance  
Pull-out sprayer features 2 spray modes: aerated or wide spray  
48 in. braided hose for added convenience and longer reach  
Ceramic disc valve promotes smooth handle operation and a virtually drip-free performance  
Lever handle is ADA compliant for ease of operation  
Can be mounted with or without deck plate  
Fits 3-hole or 1-hole sinks with 8 in. centers

**Job notes and contract information:**

The “sources” for these products have been listed as a convenience to you. You are under no obligation to obtain these specific products from the sources identified above. It is the contractor’s responsibility to match the kitchen sink and faucet to the specific job requirements and needs of the client. Access durability, availability and ease of use by

the client of the unit should be the primary factors, in determining the correct fixtures to use. Please consult with end user of product.

Note: If the need arises to request a change order due to the unavailability of these products you will need to furnish all specifications and supporting documentation such as that listed above for the unit you are proposing to use. Any substitution shall be ADA compliant (Kitchen sink and faucet). No payment shall be made for any material, fixture and or accessory that are installed without written AACOG approval. If you have any questions/comments regarding these products please contact Carlos Lozano, AACOG Housing Construction Technician, 210-832-5025 or [clozano@aacog.com](mailto:clozano@aacog.com)

### **Accessible Shower Stall:**

#### **PRE-FABRICATED FIBERGLASS ADA COMPLIANT SHOWER STALLS:**

Three (3) different models/suppliers are listed below for your convenience. The prefabricated multi-piece fiberglass shower stalls either come prepackaged with all the complete ADA accessibility requirements, plumbing accessories, shower valve, hand held shower head with 60-inch SS hose, trim kit, grab bars, hand held showers, curtain rod, shower curtain, water dam, drain, etc.... OR you can purchase these items to make a complete ADA compatible kit from each shower stall supplier. What is being specified / required from you is that a complete accessible shower stall with all the accessories be installed. Some of these suppliers sell the complete shower stall package with all accessories included and some sell the accessories as optional equipment. The choice is yours to make, however the pricing appears to be better if the package is obtained.

#### **Product Description:**

**Source: Accessibility Professionals Incorporated-1-877-947-7769**

1) 6030- EA 1  
FREEDOM ACCESSIBLE SHOWER

OR 6030-PKG EA 1. Includes shower, all accessories and shipping.  
FREEDOM ACCESSIBLE SHOWER Package with all accessories included.

OR 60"x 33 -3/8"BFPL LEFT DRAIN or RIGHT DRAIN, 5-piece, 1" barrier  
8" tile look, plywood reinforced walls, 3 molded soap dishes, Color: WHITE.

#### **PACKAGE INCLUDES THE FOLLOWING ACCESSORIES (shipped loose):**

- Padded 24"x16" Folding Bench with legs
- Collapsible Water Retainer
- Handheld Showerhead and Glide bar
- Pressure Balance Mixing Valve
- (2) x 24" Grab Bars, stainless steel
- (1) x 42" Grab Bars, stainless steel
- Curtain Rod, stainless steel
- Heavy Duty Weighted Shower Curtain, vinyl white
- 2" Caulkless Drain

Shower stalls contain a 30-year warranty from manufacturer. Accessory warranties are specific to the accessory manufacturer. Accessible Showers are designed in compliance

with the following codes and standards: A.N.S.I. Compliant Showers-- A.N.S.I. Z124.2 Standards for Plastic Showers- I.P.C. International Plumbing Code-- U.P.C. Uniform Plumbing Code- CSA Standards- National Plumbing Code of Canada.

To receive contractor pricing submit your contractor information, License #, tax ID when ordering. These shower stalls can be ordered separately without any accessories or as a package deal with this Company. Ordering the shower package with the accessories included results in a lower cost.

**NOTE:**

**It is the Contractor's responsibility to confirm job site measurements and drain location. It is Critical that you order the correct shower stall that allows entry for wheel chair access into shower stall unless otherwise instructed. Order shower stall with no more than 3/4" threshold unless otherwise specified.**

**Product Description:**

**Source: Accessibility Professionals Incorporated**

4 Alliance Blvd, Unit 123

Barrie, ON L4M 7G3

Phone: 1-877-947-7769 Fax: 877-794-7850

From Alaska call: 1-705-735-4383

Email: [sales@AccessibilityPro.com](mailto:sales@AccessibilityPro.com)

Web: [www.AccessibilityPro.com](http://www.AccessibilityPro.com)

Careprodx.com 1-800-413-3302

**Product Information:**

Shower stall 6033 (60"X33") or 6031. (60"X 31") Molded five-piece gel coat/fiberglass shower. Diamond tile wall finish, Color: WHITE. Full wood backing, right or left-hand drain, with 3/4" threshold.

Codes: Designed and manufactured in compliance with the following standards and codes: A.SN.S.I. Z124.2 Standards for Plastic Showers. I.P.C. International Plumbing Code. U.P.C. Uniform Plumbing Code. Barrier Free.30-year warranty.

To receive contractor pricing submit your contractor information, License #, tax ID when ordering. These shower stalls can be ordered separately without any accessories or as a complete shower and accessory package. Ordering the complete shower and accessory package results in a lower cost. If you decide to order the accessories separately, see specification sheet for allowable shower stall accessories.

**Required Accessories:**

(2) 24" X 1.25" Safety Bar-

(1) 30" X 1.25" Safety Bar-

(1) 22" X 16" Padded Swing down Seat- Model # SE2216PDS

Mixing Valve and Handheld/Glide bar ACXSYM1001

Caulk less Drain- Model # ACXDRAIN1000

Stainless Steel Curtain Rod-Model # KACX ROD 59.5

66" X 74" Weighted Shower Curtain –Model # KACXCURT005

Water-stopper water retainer-Model # KTWSG5S

Semi-permanent Threshold-Model # TASMN57.13R.38D3

**NOTE:**

**It is the Contractor's responsibility to confirm job site measurements and drain location. It is Critical that you order the correct shower stall that allows entry for wheel chair access into shower stall. . Order shower stall with no more than 3/4" threshold unless otherwise specified.**

**Product Description:**

3) Accessible Environments Inc.1-800-643-5906, <http://www.acesinc.com>  
Showers stall 6030- 5-piece gel coat/fiberglass 60" x 30" wheelchair accessible shower, white (standard). . Includes end drain-Right or Left; with 3/4 inch threshold. CODES: Designed and manufactured in compliance with the following standards and codes: A.N.S.I. Z124.2 Standards for Plastic Showers; I.P.C. International Plumbing Code; U.P.C. Uniform Plumbing Code. This unit is sold as a shower stall only and the accessories indicated below shall be purchased separately. With this Firm, the cost is the same whether you but a complete package or the shower stall and all accessories separately. There is a significant price savings if you obtain contractor pricing by submitting your contractor information when ordering. This company wants you to tell them that the shower stall is for this program so that you can receive a price break.

**Required Accessories:**

- (One) 30 inch grab bar - GB30QSS
- (Two) 24 inch grab bars - GB24QSS
- 2 inch brass body drain - ACXDRAIN1000
- KACXSYM1008 Alsons Hand shower, Grab Bar, Hose, Symmons Valve
- Seat with legs - white, padded SE2216PDS
- Shower Curtain, rod and hooks  Symmons Chrome Fixed Shower Head ACXSYM1006 - Arm/Flange ACXSYM1005 -
- Water stopper kit 5 ft. - gray - KTWSG5 +

**NOTE:**

**It is the Contractor's responsibility to confirm job site measurements and drain location. It is Critical that you order the correct shower stall that allows entry for wheel chair access into shower stall. Order shower stall with no more than 3/4" threshold unless otherwise specified**

**\*\* Special Note\*\***

**If you choose to locate/ purchase this type of shower stall locally, it will have to meet the following requirements:**

Wheel chair accessible. 3/4" or less threshold height. Comparable to same size as those specified above. L x W x H. 30-year manufacturer's guarantee.

Meets or exceeds these codes and or standards requirements: CODES: Designed and manufactured in compliance with the following standards and codes: A.N.S.I. Z124.2 Standards for Plastic Showers; I.P.C. International Plumbing Code; U.P.C. Uniform Plumbing Code.

Meets or exceed the specifications regarding the shower stall accessories.



Submit a change order request in writing with all of the accompanying documentation/specifications for the specific unit, regarding the above requirements and submit this request for approval.

**Do not purchase and or order any substituted item that deviates from the approved specifications unless you receive written approval from AACOG. If you or your sub-contractors install unapproved fixtures and or accessories you shall not be paid for those items. Approval after the fact for unauthorized fixtures, material and or accessories is a disallowed cost.**

**Note:**

These shower stalls come with a water stopper/retainer or collapsible water dam of some type to keep the water in the shower stall. The water retainer sometimes looks like an upside-down letter “T” which is caulked in place. A wheel chair can then run over it and it springs back into shape. In some instances, the Description of Work (DOW) may call for a Semi-Permanent Threshold to be installed and generally this is an optional threshold that is caulked in place with silicone caulking over the water retaining device. It can be removed at a later date if there is a reason to do so. If there is not a need for a wheel chair, the semi-permanent threshold will be specified to be installed in the shower stall. Be advised that these are two (2) separate items and the semi-permanent threshold may not come standard and you will have to order it as optional if it is being required in the DOW for a specific project.

**Grab Bar specifications:**

See the Texas accessibility Standards for grab bar placement, installation, load requirements. The 2012 ADA Standards for Accessible Design is also a good resource for useful information on this topic. Be sure to plan ahead and back block for the grab bars early in the process.

**General requirements:**

Grab bars and any wall or other surfaces adjacent to grab bars shall be free of sharp or abrasive element and shall have rounded ends. Grab bars shall not rotate within their fittings. Grab bars shall be installed in any manner that provides a gripping surface at the specified locations and that does not obstruct the required clear floor space.

Allowed structural strength stress shall not exceed material specifications used, when a vertical or horizontal force of 250 lbs. is applied at any point on the grab bar, fastener, mounting device or supporting structure.

It is the contractor’s responsibility to plan ahead and back brace between framing members adequately to support the grab bar installation. While the Texas Accessibility Standards suggest specific height and measurements regarding the location and installation of the grab bars. It is strongly recommended that you consult the end user of the grab bar for the appropriate location. TAS determines the number of grab bars based on the size of the shower stall and also the size and location of the shower seat and tub seat. Your contract will list the specific number of grab bars to be installed, their specific lengths and the specific size of any required tub and or shower stall seat.

The following information is given as a guide as to where you might find various sizes of

grabs bars.

**Source: Fergusons Inc.**

Grab bar-1/12-inch X36 inch grab bar Model # Pfgb36SF  
1 ½ inch SS grab bar with concealed flange  
Bar-18-gauge stainless steel.  
Rated to 250 lbs. ADA compliant.

Grab bar with concealed Snap-On Flange -1 ½ X 24-inch part number G13124 18-gauge stainless steel meets 900 lb. pull when installed correctly. Meets federal specifications WW-P-541/8B, Amendment 1, 16 April 1990 Meets federal specifications for FHA, VA Hospital, private construction. UPC 717510131246- Hughes Supply

Grab bar with concealed Snap-On Flange -1 ½ X 36-inch part number G13136 18-gauge stainless steel meets 900 lbs. pull when installed correctly. Meets federal specifications WW-P-541/8B, Amendment 1, 16 April 1990 Meets federal specifications for FHA, VA Hospital, private construction. UPC 717510131369- Hughes Supply

Grab bar: SHL 12POL HL-1 ½, x12 inch polished grab bar. C.D. Sparling 18-gauge Stainless Steel with concealed Flanges. Cost 46.68  
18-inch grab bar  
24-inch grab bar, All the above available in 1 ¼ inch diameter. All grab bars to be backed blocked and able to support a 250 lb. load for 5 minutes. Source: Moore supply

**Shower / Bath tub seat specifications:**

**General requirements for bathtub seats:**

The top of the bathtub seat shall be 17 inches minimum and 19 inches maximum above the bathroom finish floor. The depth of a removable in tub seat shall be 15 inches minimum and 16 inches maximum. The seat shall be capable of secure placement. Permanent seats at the head end of the bathtub shall be 15 inches deep minimum and shall extend from the back wall to or beyond the outer edge of the bathtub. Your contract will list the specific Tub seat to use if one is required.

**Shower stall compartment seat Specifications:**

Where a seat is provided in a standard roll in shower compartment it shall be a folding type , shall be installed on the side wall adjacent to the controls and shall extend from the back wall to a point 3 inches from the compartment entry.

Where a seat is installed in an "alternate roll in" type of shower stall it shall be a folding type and shall be installed on the front wall opposite the back wall and shall extend from the adjacent side wall to a point three inches of the compartment entry. The top of the seat shall be 17 inches minimum and 19 inches maximum above the bathroom finish floor.

Rectangular shower stall seats:

The rear edge of a rectangular seat shall be 2 ½ inches maximum from the back wall and 11/2 inches from the side wall. The front edge of the seat shall be 15

inches minimum and 16 inches maximum from the seat wall.

There are specific requirements for rectangular seats and “L –shaped “shower stall seats. Your specific contract will detail which one you are to use if required.

L-Shaped shower stall seats:

The rear edge of an “L -shaped “seat shall be 2 ½ inches maximum from the rear wall. The front edge 15 to 16 inches maximum from the seat wall. The front edge of the seat shall be 14 inches minimum and 15 inches maximum from the wall. The end of the” L” shall be 22 inches minimum and 23 inches maximum from the main seat wall. Seat should have no more than 1 ½ inch clearance from walls and should extend the depth of shower stall, allowing space for shower curtain at front of stall. Wide section of L-shaped seat should project no more than 23 inches from wall; the narrow section, no more than 16 inches from wall it should be folding type and mounted to wall adjacent to controls. Structural strength of shower seats and their mounting devices should withstand more than 250 lbs. of force.

Shower seat:

Source: Hughes Supply. Non –stock item.

Hinged to Wall and also free standing. See DOW for which type.

ADA Bobrick 518 Left hand / B517 right Hand folding shower seat. Frame stainless steel clearance between frame and back wall to comply with ADA standards. 1 ½ inch clearance. Water proof fabric, Sat shall be able to lock in upright position when not in use.

Mustee & Sons. Model 390. 402 LH/RH seat. White L – shaped fold down wall mounted shower seat, Fire and mildew resistant. When installed correctly the wall mounted unit can support up to 400 lbs. Stainless steel hardware This unit meets ADA specifications as well as ANSIA117.16. .

Source: Accessibility professionals, Inc.

APFSSB2416NW-ShowerSeat 24X16 Folding bench, wall mounted with legs, padded White

Source: Accessibility professionals, Inc.

APCSSB2-180150NW-Shower Seat 18 X 15 folded Bench with legs, Padded White

Source: Accessibility professionals, Inc.

APCSSB2-300150NW Shower Seat 30 X 15 Folded Bench with Legs. Padded white

Source: Accessibility professionals, Inc.

APCSLR-320225PWS Shower Seat 32 X 22.5 L-Shaped reversible wall supported, Phenolic Solid white.

Bath tub Chair-Brand:

Source: Home Depot in store.

Safety First Adjustable Tub and shower chair

Moen White Mesh Free standing Shower seat -400 lb. capacity— Model # 7100

Moen Glacier White Plastic Free standing Shower chair - -Model # 8060

Moen Glacier White Plastic Free standing Shower chair Model # DN 7030Moen

Glacier White Plastic Free standing Transfer Bench. Model # DN8065-Cost 172.87

Swanston 21-inch X 23.5-inch X 13-inch white folding shower seat. Model #

BF00023RH.000 Specify right or left hand.

### **Medicine cabinet specifications:**

**Source: Home Depot.**

Note: A substitution may be made on the medicine cabinets. This brand represents the material, design and finish features that are required, otherwise stipulated on DOW.

20-inch X 25 inch with mirror and wood frame

Color- White

24-inch X 26-inch Beveled mirror medicine cabinet

Color-oak

### **ADA compliant Shower Valve Specifications:**

#### **Note:**

The prefabricated fiberglass shower stalls either come prepackaged with all plumbing accessories, shower valve, trim kit, grab bars hand held showers, curtain rod, shower curtain , water dam, drain, etc.... OR you can purchase these items to make a complete kit from each shower stall supplier. The ADA shower valve specifications listed below are meant to be used when the Description of Work specifies a site built ceramic tile shower stall.

Moen Chateau Model # M62370. Posy Temp Single Handle Tub/ Shower Valve with trim kit. Brass construction. 1/4"turn stops Adjustable temperature limit stop to control Maximum hot water temperature Pressure balancing mechanism maintains selected discharge temperature to +- 3 degrees F. Handle operates counterclockwise through a 270-degree arc . ADA compliant.

Moen 4-Function Massaging hand shower with slide Bar and Bracket. Model # 3867. 69-inch double interlock spiral hose (metal). A Vacuum Breaker with 30-inch slide bar with push button height selection. Available at multiple supply houses

Moen Posy-temp Rough In valve CC. MO62320-Posi Temp pressure balancing Valve M062320 Posy Temp Single Handle Tub/ Shower Valve with trim kit. (MOTL 182) Brass construction. Adjustable temperature limit stops to control Maximum hot water temperature Pressure balancing mechanism maintains selected discharge temperature to +- 2 degrees F. Handle operates counterclockwise through a 270-degree arc. ADA compliant.

#### **Models:**

LUXLTSBCP-LUX LTSB-CP Traditional Slide Bar CP-Brass construction.

LUXLS&@MHCP-LUX LS&@MH-CP 72-inch Braided Metal Hose. SS. IAPMO and UPC rated.

LUXL7FPSCP Classic 7 Function Hand shower

LUXLSWBCP Adjustable wall Bracket. ANSI/ASME A112.18.1

LUXXLSSADIVCP 3-way shower Arm Div. Brass. UPC rated, ANSI/ASMEA112.18 - Available at multiple supply houses

Moen Single Handle pressure Balancing Shower Valve with Hand held Shower System

Model # 8346. Chrome plated. ¼ inch stops. 30-inch slide bar with drop ell, vacuum breaker, 69-inch metal house and minting hardware. Temperature valve has ADA compliant lever handle Adjustable temperature limit stop. Pressure balancing mechanism Maintains selected discharge temperature to +/- 2 degrees. Single function spray pattern.

### **Ramp Specifications:**

#### **RAMP DESCRIPTION AND INSTRUCTIONS:**

##### **Note:**

The ramp instruction shall not deviate from this specification otherwise stipulated in the DOW

##### **Treated wood:**

Ramp shall maintain no more than a 1-inch rise per 1 foot of horizontal run throughout entire length.

A 5 Ft. by 5 Ft. wood landing built to the same specifications and material as the ramp shall be installed level and square at the front entrance to the house where ramp terminates.

##### **Ramp shall be constructed as follows:**

Minimum 3 feet wide and shall be 4"X 4" treated wood posts on 4-foot centers embedded in concrete, 18 inches below grade. 2" X 6" Tread. 2" x 8" stringers shall be bolted to vertical wood support posts. Three (3) 2" X 6" wood rails on both sides of ramp and landing. Two 2" x 6" wood railings installed 32" to 36" above tread and one 2" X 6" wood rail installed above tread to the bottom of the 2" x 2" balusters. (The purpose of bottom rail is to prevent wheel chair wheels from running off of ramp).

Three 2" X 6" wood rails shall be installed on both sides of ramp. All 2" x 6" wood railings to run entire length of ramp. 2" X 2" wood square balusters on 4" center spacing runs both sides of entire run of ramp. These balusters tie together the bottom 2" X 6" turned on edge above the tread with the two 2" X 6" wood hand rails installed 32" to 36" above tread. One of these wood hand rails installed flat on top of balusters to provide a hand hold rail and the other 2"X 6" wood rail is installed on edge so that the two upper handrails form a right angle with both upper handrails attached to the 2' X 2" vertical balusters for added support.

A level and square treated wood 5 Ft. X 5 Ft. landing is to be built at the entrance to the house where the ramp terminates. This landing shall be built to the same specifications as detailed above for the ramp.

All connectors and fasteners to be rust resistant stainless steel, hot dipped galvanized, bronze or zinc coated to prevent rust.

All tread fasteners shall be countersunk. All corners on rough lumber hand rails to be sanded smooth or routed smooth. Provide for a ½' radius on each corner of the wood handrails to eliminate square corners.

##### **Note:**

**Any ramp with a horizontal run greater than 72 inches (6 Ft.), shall have a continuous 1.25 to 1.5 inch outside diameter metal rust resistant handrail on both sides mounted at between 34 and 38 inches above the ramp surface with rounded ends or returned ends. Handrails shall extend 12 inches beyond the top and bottom of ramps, parallel to the landing surface with rounded or returned ends. 1.5-inch space is required between the rail and the wood surface behind the metal hand rail. Metal handrail shall be primed and painted two coats exterior grade metal paint.**

### **Additional specifications required per project:**

If your project calls for a ramp or a site built ceramic tile shower stall, additional diagrams, working drawings and building information shall be attached on the Description of Work (DOW).

### **Door specification information**

Specifications: 3, 5 Ply construction. Meets or exceeds industry standards of WDMA I.S.1; All 20 Minute doors have been tested in conformance to the following standards. ASTM-E-152, CSFM-43.7, CAN4-S104, NFPA-252, UBC-7-2-97, UL-10C

3068 6-Panel Interior Door

4 9/16-inch jamb for 2 X 4 walls

Textured hollow core construction

Lock prep 2 1/8-inch single bore

Source: McCoy's Supplier

3068 Luan Flush Interior Door

4 9/16-inch jamb for 2 X 4 walls

Lock prep 2 1/8-inch single bore, 2 3/4 inch backset

Bull nose finger jointed door stop.

Source: McCoy's Supplier

3068 6-Panel pre-hung Exterior steel Door

4 9/16-inch jamb for 2 X 4 walls

24-gauge steel

Lock prep 2 1/8-inch single bore, 2 3/4 inch backset

Aluminum / composite adjustable threshold with bronze compression weather-strip

Source: McCoy's Supplier

3068 pre-hung flush steel doors, same as above -McCoy's

Home Depot

Interior pre-hung door 3068 flush hardwood 1/8 inches hollow core

Jamb: 4 9/16 inches finger joint brass hinges. Source: Home depot

6 panel molded door. 3068 6-panel molded 1 3/8 inch 8 inches hollow core.

Primed jambs bored for lockset-home Depot

Schlage, lever keyed entry lock set

- Polished brass- Home Depot-Bed & Bath lockset lever

Finish; satin nickel

Kwickset bed & bath polished brass lever lock set

Nickel finish  
Kwickset keyed Lever handle entrance.  
Finish: Nickel, antique brass and polished brass.

### **Installation Guidelines:**

#### **Installation Procedures for Drywall:**

To prevent problems, use good quality framing lumber and follow these recommendations:

For walls 8 feet high or less, run drywall sheets perpendicular to the studs or horizontally, with the long side of the drywall sheets parallel to the floor.

Make sure the drywall is tight against the framing before fastening.

Install with screws, which have better holding power than nails and are less likely to tear or weaken the drywall facing. Use the correct length fastener. Either longer or shorter than recommended can lead to nail pops.

Maintain the temperature at 55°F to 70°F during and after applying the joint compound.

If using fiberglass mesh rather than paper tape, use setting-type joint compound to embed the mesh, since it is not as strong as paper tape.

Install drywall on ceilings before walls and use floating corners to allow for some movement. Keep butted joints (short ends) to a minimum, and butt the sheets together loosely. Because they are untapered they are more visible.

#### **Framing Specifications for Successful Drywall Installation:**

Drywall should be installed over straight and level framing. If the framing is excessively wet, it will crack the drywall and cause nail pops as it shrinks. If the framing is twisted, bowed, or out of alignment, it will cause weak points in the surface and possible cracking. Repair or replace problem studs before installing the drywall.

Framing Spans Recommended for Ceiling & Wall Drywall Installation. Consult Applicable Building Code requirements for Local jurisdiction.

The building should be heated before finishing begins and maintained at 55°F to 70°F throughout taping and finishing. If the weather is too hot and dry, paper drywall tape may not bond well and joints may experience excess shrinkage and cracking.

#### **Mesh vs. Paper Tape Choices for Drywall Seams:**

Mesh tape is easier to apply but not as strong as paper tape. It should never be used in inside corners, where it can tear or be cut by the trowel. However, if combined with setting-type compound, mesh tape is nearly as strong as paper tape and can produce a quality job. Mesh tape is also very useful for repairing cracks in older plaster walls or ceilings.

#### **Ceramic Tile Specifications:**

#### **Cement/mortar selection, preparation, and installation guidelines**

#### **Part 1 General References:**

Tile Council of North America (TCNA): TCA Handbook for Ceramic Tile Installation, 2007.

American National Standards Institute (ANSI):

ANSI A137.1, 1988 - Specifications for Ceramic Tile.

ANSI A118.9, 1999 - Test Methods and Specifications for Cement Backer Units

ANSI A118.6, 1999 - Standard Ceramic Tile Grouts.

ANSI A118.4, 1999 - Latex-Portland Cement Mortar.

ANSI A118.1, 1999 - Standard Specification for Dry-Set Portland cement Mortar.

ANSI A108.6, 1999 - Specifications for Ceramic Tile Installed with Chemical-Resistant, Water-Cleanable Tile-Setting and -Grouting Epoxy.

ANSI A108.1A, 1999 - Specifications for Installation of Ceramic Tile in the Wet-Set Method with Portland cement Mortar.

ANSI A108.1B, 1999 - Specifications for Installation of Ceramic Tile on a Cured Portland cement Mortar Setting Bed with Dry-Set or Latex Portland Cement Mortar.

ANSI A108.1C, 1999 - Specifications for Contractors Option: Installation of Ceramic Tile in the Wet-Set Method with Portland Cement Mortar -or- Installation of Ceramic Tile on a Cured Portland Cement Mortar Setting Bed with Dry-Set or Latex Portland Cement Mortar.

ANSI A108.4, 1999 - Specifications for Ceramic Tile Installed with Organic Adhesives or Water-Cleanable Tile Setting Epoxy Adhesive.

ANSI A108.5, 1999 - Specifications for Ceramic Tile Installed with Dry-Set Portland cement Mortar or Latex-Portland Cement Mortar.

**Selection Samples:**

Provide Color charts illustrating full range of colors and patterns. Samples of actual tiles for selection. Show homeowner prior to beginning tile work.

Colors: To be selected from manufacturer's standard range. Minimum 6 selections.

**Manufacturer's Certificate:**

Certify that products meet or exceed specified requirements. (ANSI A137.1, 1988 - Specifications for Ceramic Tile)

**Maintenance Data:**

Include recommended cleaning methods, cleaning materials, stain removal methods, and polishes and waxes.

**QUALITY ASSURANCE:**

Company specializing in performing the work of this section with minimum two years' experience.

**Single Source Responsibility:**

Obtain each type and color of tile from a single source. Obtain each type and color of mortar, adhesive and grout from the same source.

**DELIVERY, STORAGE, AND HANDLING:**

Deliver and store products in manufacturer's unopened packaging until ready for installation. Protect adhesives and liquid additives from freezing or overheating in accordance with manufacturer's instructions.



Store tile and setting materials on elevated platforms, under cover and in a dry location and protect from contamination, dampness, freezing or overheating.

**ENVIRONMENTAL REQUIREMENTS:**

Do not install adhesives in an unventilated environment.  
 Maintain ambient and substrate temperature of 50 degrees F (10 degrees C) during tiling and for a minimum of 7 days after completion.

**EXTRA MATERIALS:**

Revise quantity as required. Delete if extra materials are not required.  
 Provide for Owner's use a minimum of 2 percent of the primary sizes and colors of tile specified, boxed and clearly labeled.

**PRODUCTS:**

Insure that tile type complies with the following standards for residential ceramic tile installation in a shower stall application.

<p>ASTM C1028</p>	<p>Slip Test          This standard tests the anti-slip properties by determining the coefficient of friction between the tile and a body with a rubber surface. This test is performed in both dry and wet conditions. The COF (coefficient of friction) is defined as the horizontal force needed to overcome the vertical force of the objects weight.          ADA recommendations floor tile meet or exceed a rating of .60 wet and dry.</p>
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<p>ISO 10545-7 ASTM C1027</p>	<p>Resistance to Abrasion and Tread Wear          Abrasion resistance is the capacity of the glazed surface to resist the wear caused by foot traffic or the abrasion caused by mechanical equipment. The wear action determines the suitable applications for each tile. Class 5 Heavy Commercial: suitable for intense commercial and all residential; Class 4 Commercial: suitable for medium commercial and all residential; Class 3 Heavy Residential, Light Commercial; suitable for all residential, average abrasion; Class 2 Residential: suitable for residential excluding kitchen, entryways, and stairs; Class 1 Light Residential: barefoot traffic and traffic without abrasive dirt; Class 0 Wall tile only; not suitable for floors.          Through body porcelain tile does not have a glaze and does not receive this test. It receives the deep abrasion test 10545-6. (conform or not conform)</p>
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<p>ISO 10545-3</p>	<p>Water Absorption          Absorption is the product capacity for water penetration. Porcelain tile is an impervious, very dense product with a very low absorbency rate. Ceramic tiles are more porous and generally less durable than porcelain tiles due to a less dense body composition. Ceramic wall tiles are the least dense and can have a water absorption rate of over 10% of its weight. Porcelain tile is less than .5% absorption by definition therefore it meets ISO standard 10545-3.</p>
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ISO 10545-4	<p style="text-align: right;">Strength</p> <p>Break Tests the tiles resistance to heavy loads. The breaking strength is the force needed to break the tile.</p>
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**\*\* NOTE TO SPECIFIER \*\*** Coordinate the following paragraph with the Drawings and the Schedule at the end of this section. General: Provide tile that complies with ANSI A137.1 for types, compositions and other characteristics indicated. Provide tile in the locations and of the type's, colors and pattern indicated on the Drawings and identified in the Description of Work (DOW). Tile shall also be provided in accordance with the following:

### **TRIM AND ACCESSORIES**

**\*\* NOTE TO SPECIFIER \*\*** Delete the following accessories if not required. Accessories are available in an extremely limited color selection.

- Ceramic Accessories: Glazed finish, same color and finish as adjacent field tile; same manufacturer as tile.
- Soap Dish: surface mounted or recessed; cast strength sufficient to resist lateral pull force of 75 lbs. (34 Kg).
- Towel Bars: Standard design, surface mounted with extensions for casting into small wall openings; cast strength sufficient to resist lateral pull force of 30 lbs. (14 Kg).
- Corner Shelf.

**\*\* NOTE TO SPECIFIER \*\*** Delete the following trim if not required.

- Non-Ceramic Trim: Satin natural anodized extruded aluminum, stainless steel, brass, etc., style and dimensions to suit application, for setting using tile mortar or adhesive; use in the following locations:
  - Open edges of floor tile.
  - Transition between floor finishes of different heights.
  - Thresholds at door openings.
  - Expansion and control joints, floor and wall.

**\*\* NOTE TO SPECIFIER \*\*** Edit the following as required. Delete the following thresholds if not required.

- Provide and install transition between tile surface and adjoining finishes and at the following locations:
  - At doorways where tile terminates.
  - At open edges of floor tile where adjacent finish is a different height.

### **SETTING MATERIALS**

**\*\* NOTE TO SPECIFIER \*\*** Delete materials not applicable to installation methods specified in PART 3 - INSTALLATION of this specification.

- Organic Adhesive: ANSI A136.1, thinset bond type; use Type I in areas subject to prolonged moisture exposure.
- Epoxy Adhesive: ANSI A118.3, thinset bond type.
- Mortar Bed Materials:
  - Portland cement: ASTM C150, type 1, gray or white.
  - Hydrated Lime: ASTM C207, Type S.
  - Sand: ASTM C144, fine.
  - Latex additive: As approved.
  - Water: Clean and potable.
- Mortar Bond Coat Materials:

- Dry-Set Portland Cement type: ANSI A118.1.
- Latex-Portland Cement type: ANSI A118.4.
- Epoxy: ANSI A118.3, 100 percent solids.

Standard Grout: Cement grout, sanded or unsanded, as specified in ANSI A118.6; color as selected.

- Polymer modified cement grout, sanded or unsanded, as specified in ANSI A118.7; color as selected.
- Epoxy Grout: ANSI A118.8, 100 percent solids epoxy grout; color as selected.
- Silicone Sealant: Silicone sealant, moisture and mildew resistant type, white; use for shower floors and shower walls.
- Cleavage Membrane:

**\*\* NOTE TO SPECIFIER \*\*** Delete one of the following two paragraphs.

- No. 15 (6.9 kg) asphalt saturated felt, ASTM D226, Type 1.
- Polyethylene film, ASTM D4397, 4.0 mil thickness.

**\*\* NOTE TO SPECIFIER \*\*** Select one of the following six paragraphs. Delete entirely if not required or if specified elsewhere.

- Waterproofing Membrane at Floors: Membrane in accordance with ANSI A118.10 and as follows:
- Chlorinated Polyethylene Sheet with polyester fabric reinforcing.
- Fabric Reinforced, Fluid-Applied elastomeric membrane.
- Un-Reinforced, Fluid-Applied elastomeric membrane.
- Polyethylene Sheet Product.
- Fabric-Reinforced, Modified-Bituminous Sheet Product.
- Urethane Waterproofing and Tile-Setting Adhesive Product.
  - Consult local building code officials for approval of waterproofing membrane

**\*\* NOTE TO SPECIFIER \*\*** Delete one of the following two paragraphs.

- Membrane at Walls: No. 15 (6.9 kg) asphalt saturated felt, ASTM D226, Type 1.
- Membrane at Walls: 4 mil (0.1 mm) thick polyethylene film, ASTM D4397.
- Membrane at Walls: Reinforced asphalt paper.

**\*\* NOTE TO SPECIFIER \*\*** Delete one of the following two paragraphs.

- Reinforcing Mesh: 2 by 2-inch (50 by 50 mm) size weave of 16/16 wire size; welded fabric, galvanized.
- Metal Lath: ASTM C847, Flat expanded diamond mesh, not less than 2.5 lbs. /SY, galvanized finish.

**\*\* NOTE TO SPECIFIER \*\*** Delete paragraphs that are not required.

- Cement Backer Board: ANSI A118.9; High density, cement, glass fiber reinforced with 2 inch (50 mm) wide coated glass fiber tape for joints and corners:
  - Thickness: 1/4 inch (6 mm).
  - Thickness: 1/2 inch (13 mm).
  - Thickness: 5/8 inch (16 mm).

## EXECUTION

### EXAMINATION

- Verify that wall surfaces are free of substances which would impair bonding of setting materials, smooth and flat within tolerances specified in ANSI A137.1, and are ready to receive tile.
- Verify that sub-floor surfaces are dust-free, and free of substances which would impair bonding of setting materials to sub-floor surfaces, and are

smooth and flat within tolerances specified in ANSI A137.1.

- Verify that concrete sub-floor surfaces are ready for tile installation by testing for moisture emission rate and alkalinity; obtain instructions if test results are not within limits recommended by tile manufacturer and setting materials manufacturer.
- Verify that required floor-mounted utilities are in correct location.

#### PREPARATION

- Protect surrounding work from damage.
- Remove any curing compounds or other contaminants.
- Vacuum clean surfaces and damp clean.
- Seal substrate surface cracks with filler. Level existing substrate surfaces to acceptable flatness tolerances.
- Install cement backer board in accordance with ANSI A108.11 and board manufacturer's instructions. Tape joints and corners, cover with skim coat of dry-set mortar to a feather edge.
- Prepare substrate surfaces for adhesive installation in accordance with adhesive manufacturer's instructions.

#### INSTALLATION - GENERAL

- Install tile and grout in accordance with applicable requirements of ANSI A108.1 through A108.13, manufacturer's instructions, and TCA Handbook recommendations.
- Lay tile to pattern indicated. Arrange pattern so that a full tile or joint is centered on each wall and that no tile less than 1/2 width is used. Do not interrupt tile pattern through openings.
- Cut and fit tile to penetrations through tile, leaving sealant joint space. Form corners and bases neatly. Align floor joints.
- Place tile joints uniform in width, subject to variance in tolerance allowed in tile size. Make joints watertight, without voids, cracks, excess mortar, or excess grout.
- Form internal angles square and external angles bull nosed.

**\*\* NOTE TO SPECIFIER \*\*** Delete the following paragraph if no ceramic accessories have been specified.

- Install ceramic accessories rigidly in prepared openings.
- Install non-ceramic trim in accordance with manufacturer's instructions.

**\*\* NOTE TO SPECIFIER \*\*** Delete the following paragraph if no marble thresholds have been specified.

- Install thresholds where indicated.
- Sound tile after setting. Replace hollow sounding units.
- Keep expansion joints free of adhesive or grout. Apply sealant to joints.
- Allow tile to set for a minimum of 48 hours prior to grouting.
- Grout tile joints. Use standard grout unless otherwise indicated.
- Apply sealant to junction of tile and dissimilar materials and junction of dissimilar planes.

**\*\* NOTE TO SPECIFIER \*\*** Delete all of the following installation conditions that are not relevant. Consult with TCA Handbook recommendations for additional installation options.

#### INSTALLATION - SHOWERS AND BATHTUB WALLS

- At tiled shower receptors install in accordance with TCA Handbook Method B415, mortar bed floor, and W244, thin-set over cement backer unit walls.
- At bathtub walls install in accordance with TCA Handbook Method B412,

- over cementitious backer units with waterproofing membrane.
- Grout with standard grout as specified above.
- Seal joints between tile work and other work with sealant specified in Section 07900.

#### INSTALLATION - WALL TILE

**\*\* NOTE TO SPECIFIER \*\*** Delete one of the following two paragraphs. If not applicable, delete both.

- Over cementitious backer units on studs, install in accordance with TCA Handbook Method W244, using membrane at toilet rooms.
- Over cementitious backer units install in accordance with TCA Handbook Method W223, organic adhesive.
- Over gypsum wallboard on wood or metal studs install in accordance with TCA Handbook Method W243, thin-set with dry-set or latex-portland cement bond coat, unless otherwise indicated.
- Where mortar bed is indicated, install in accordance with TCA Handbook Method W222, one coat method.
- Where waterproofing membrane is indicated other than at showers and bathtub walls, install in accordance with TCA Handbook Method W222, one coat method.
- Over interior concrete and masonry install in accordance with TCA Handbook Method W202, thin-set with dry-set or latex-portland cement bond coat.
- Over wood studs without backer install in accordance with TCA Handbook Method W231, mortar bed, with membrane where indicated.
- Over metal studs without backer install in accordance with TCA Handbook Method W241, mortar bed, with membrane where indicated.

#### CLEANING

- Clean tile and grout surfaces.
- PROTECTION OF FINISHED WORK
- Do not permit traffic over finished floor surface for 72 hours after installation.
- Cover floors with kraft paper and protect from dirt and residue from other trades.
- Where floor will be exposed for prolonged periods cover with plywood or other similar type walkways

**\*\* NOTE TO SPECIFIER \*\*** The following is an example of a typical schedule of tile types, colors, and installation methods. Edit to suit project. Delete if schedule is on drawings or not required. Identify each tile by assigned tile number (FT1, FT2, etc.); Identify installation Method from the TCA Handbook and include ANSI Spec reference as appropriate.

**EXHIBIT D**

**2021 ASSESSMENT PRICING LIST**

<b>2021 ASSESSMENT PRICING LIST</b>	
<b>Item</b>	<b>AACOG Price</b>
<b>Assessment of Single-Family Dwelling Unit</b>	<b>\$425.00 per unit</b>
<b>Audit of Single-Family Dwelling Unit</b>	<b>\$75.00 per unit</b>
<b>Final Inspection of Single-Family Dwelling Unit</b>	<b>\$265.00 per unit</b>
<b>DOE QCI Inspection</b>	<b>\$475.00 per unit</b>
<b>On-Site Denial of Dwelling Unit</b>	<b>\$75.00 per unit</b>
<b>Assessment of Single Family Downgraded to Denial</b>	<b>\$300.00 per unit</b>
<b>Re-Inspections</b>	<b>\$130.00 per unit</b>
<b>Unannounced Monitoring Visits to Work</b>	<b>\$125.00 per unit</b>
<b>AACOG Return Fee</b>	<b>\$150.00 per unit</b>
<b>Pre-Assessment of multi-family property / complex</b>	<b>\$175.00 per unit</b>
<b>Assessment of Multi-Family Complex</b>	<b>\$310.00 per unit</b>
<b>Assessment of Multi-Family Downgraded to Denial</b>	<b>\$200.00 per unit</b>
<b>Audits of Multi-Family Complex</b>	<b>\$40.00 per unit</b>
<b>Final Inspection of Multi-Family Complex</b>	<b>\$225.00 per unit</b>

ATTACHMENT A

TITLE PAGE



APPLICATION TITLE PAGE  
Weatherization Assistance Program

<b>Legal Name of Proposing Entity</b>	
<b>Name of Owner/Director of Entity</b>	
<b>Title</b>	
<b>Mailing Address</b>	
<b>Physical Address (If different than mailing)</b>	
<b>Telephone Number</b>	
<b>Fax Number</b>	
<b>E-mail Address</b>	
<b>Contract Signatory Authority &amp; Title</b>	
<b>Federal Tax ID Number</b>	
<b>Historically Under-Utilized Business? If "yes", attach copy of current certification.</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Legal/Tax Status of Organization</b>	<input type="checkbox"/> Corporation <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Other (Specify)
<b>Service Funding Requested</b>	<input type="checkbox"/> WAP Installation Contractor <input type="checkbox"/> WAP Assessor Contractor <input type="checkbox"/> Amy Young <input type="checkbox"/> TVC

**ATTACHMENT B**  
**TABLE OF CONTENTS**



**ATTACHMENT C**  
**EXECUTIVE SUMMARY**

**ATTACHMENT D**  
**APPLICATION NARRATIVE**

**ATTACHMENT E**

**CERTIFICATION SHEET**

All specifications and terms and conditions of the RFA have been read.

Our Company accepts the specifications and conditions unless otherwise accepted in writing to the Executive Director, Alamo Area Council of Governments (AACOG).

Company Name:			
Mailing Address:			
City:		State	Zip Code
Phone:		Fax:	
Web Site:			
Email:			

**Name of Representative authorized to sign for bidder:**

(Print name)	(Signature)

(a) Does your "residence state" require bidders whose principal place of business is in Texas to underbid bidders whose residence state is the same as yours by a prescribed amount or percentage to receive a comparable contract? "Residence State" is defined as the state in which the principal place of business is located.  
YES  NO

(b) What is that amount or percentage?

I certify that the above information is correct:

Name:
Position:
Signature:
Date:

**ATTACHMENT F**

**ACKNOWLEDGEMENT FORM**

Having carefully examined the terms and conditions and specifications within this RFA document, the undersigned Proposer's Agent hereby proposes and agrees to furnish the proposed product(s)/service(s) in strict compliance with the specifications as quoted.

**The Proposer affirms that, to the best of his knowledge, the response has been arrived at independently and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give them an unfair advantage over other bidders in the award of this RFA.**

**The Proposer affirms that he/she has not participated in any act of favoritism, gratuity, or inside dealings with any member of the staff of AACOG or its Board of Directors.**

Company Name:
President/Designee:
Position:
Signature:
Date:

<b>CONFLICT OF INTEREST QUESTIONNAIRE</b>	<b>FORM CIQ</b>
<b>For vendor or other person doing business with local governmental entity</b>	
<p><b>This questionnaire reflects changes made to the law by H.B. 1491, 80<sup>th</sup> Leg., Regular Session.</b></p> <p>This questionnaire is being filed in accordance with chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001 (1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local government entity not later than the 7<sup>th</sup> business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.</p> <p>A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.</p>	<b>OFFICE USE ONLY</b>
<p>1. <b>Name of person who has a business relationship with local governmental entity.</b></p>	Date Received
<p>2. <input type="checkbox"/> <b>Check this box if you are filing an update to a previously filed questionnaire.</b>                      (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7<sup>th</sup> business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)</p>	
<p>3. <b>Name of local government office with whom filer has employment or business relationship.</b></p> <p>This section (item 3 including subparts A, B, C &amp; D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001 (1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.</p> <p>A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?  <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not from the local government entity?  <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?  <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>D. Describe each employment or business relationship with the local government office named in this section.</p>	
<p>4.</p> <p>_____</p> <p>Signature of person doing business with governmental entity <span style="float: right;">_____</span>                      Date</p>	

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION FOR CONTRACTS AND GRANTS**

NAME OF INDIVIDUAL, AGENCY, BUSINESS OR ORGANIZATION		Doing business as (DBA), if applicable:
ADDRESS	Applicable Procurement or Solicitation #, if any:	Federal Employer Tax Identification #:

**READ CAREFULLY BEFORE SIGNING THIS CERTIFICATION. Federal regulations require contractors, bidders, and sub grantees to sign and abide by the terms of this certification, without modification, in order to participate in certain transactions directly or indirectly involving federal funds.**

1. By signing and submitting this certification, the prospective vendor/grantee is attesting/acknowledging the representations set out below.
2. This certification is a material representation of fact upon which the Alamo Area Council of Governments (AACOG) will rely on when this transaction is entered into. If it is later determined that the prospective vendor/grantee knowingly rendered an erroneous certification, in addition to other remedies available to Federal or State departments or funding agency(s), AACOG may pursue on its own available remedies, including contract termination, suspension and debarment.
3. **The prospective vendor/grantee shall provide immediate written notice to AACOG, Director of Administrative Services, 8700 Tesoro Drive, Suite 130, San Antonio, TX 78217, if at any time it learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.**
4. The terms “covered contract”, “debarred”, “suspended”, “ineligible”, “participant”, “person”, “principal”, “application”, and “voluntarily excluded”, as used in this certification, have meanings based upon materials in the Definitions and Coverage sections of federal rules implementing Executive Order 12549. You may contact the person to which this application or contract is submitted for assistance in obtaining a copy of this regulation.
5. The prospective vendor/grantee agrees, by submitting this certification, that should the proposed contract/grant be entered into, it shall not knowingly enter into any lower-tier-covered transaction or sub-contract with a person or entity that is proposed for debarment, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this transaction, unless pre-authorized by the appropriate federal or state department or agency, or by AACOG.  
**Do you have or do you anticipate having sub-vendors/sub-grantees under this proposed agreement?**     Yes     No
6. The prospective vendor/grantee further agrees by submitting this certification, that it will include this certification titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion for Contracts and Grants,” without modification, in all lower-tier covered transactions and sub-contracts and in all solicitations for lower-tier covered transactions and sub-contracts.
7. A vendor/grantee may rely upon a certification of a prospective participant that it is not proposed for debarment, debarred, suspended, ineligible, or voluntarily excluded from the transaction, unless it knows that the certification is erroneous. Each vendor/grantee is required to check the list of parties excluded from Federal and State Procurement and Non-procurement Programs. **AACOG checks this list for all parties to which it provides funds that are derived directly or indirectly from the Federal Government.**
8. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render in good faith the certification required by this certification document. Participants are not required to have knowledge and information exceeding that which is normally possessed by a prudent person in the ordinary course of business activity.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a transaction knowingly enters into a lower-tier transaction or contract with a person who is proposed for debarment, debarred, suspended, ineligible, or voluntarily excluded from participation, in addition to other remedies available to the Federal Government, AACOG or its applicable funding agency(s) may pursue available remedies, including contract termination, suspension and/or debarment.

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION FOR CONTRACTS AND GRANTS**

Check the statement that applies to the potential vendor/grantee:

- 1. The prospective vendor/grantee certifies by submission of this certification, that neither it nor its principals:
  - (a) Is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal or State department or agency; and
  - (b) Have, within a three-year period preceding this certification, been convicted of or had a civil judgment rendered against them for fraud; committed a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract; violated Federal or State antitrust statutes; committed embezzlement, theft, forgery, bribery, falsification or inappropriate destruction of records; or received stolen property; and
  - (c) Is presently indicted for or otherwise charged by a government entity (Federal, State, or local) with the commission of any of the offenses enumerated in the preceding paragraph (b) of this certification; and
  - (d) Have, within a three-year period preceding this certification, had one or more contracts or transactions (Federal, State, or local) terminated for cause or default.
  
- 2. The potential vendor/grantee is unable to certify to one or more of the terms in this certification. In this instance, the potential vendor/grantee must attach a signed and dated explanation for each of the above terms, 1(a) through 1(d), to which it cannot certify.

NAME OF POTENTIAL VENDOR/GRANTEE:	
-----------------------------------	--

<b>Signature of Authorized Representative</b>	<b>Printed/Typed Name &amp; Title of Authorized Representative</b>

Date:	
-------	--

**ATTACHMENT I**  
**NON-DISCRIMINATION CERTIFICATION**

The Contractor has agreed to comply with:

1. Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits employment discrimination based on race, color, religion, sex, or national origin;
2. The Equal Pay Act of 1963 (EPA), which protects men and women who perform substantially equal work in the same establishment from sex-based wage discrimination;
3. The Age Discrimination in Employment Act of 1967 (ADEA), which protects individuals who are 40 years of age or older;
4. Title I and Title V of the Americans with Disabilities Act of 1990, as amended (ADA), which prohibit employment discrimination against qualified individuals with disabilities in the private sector, and in state and local governments;
5. Sections 501 and 505 of the Rehabilitation Act of 1973, which prohibit discrimination against qualified individuals with disabilities who work in the federal government;
6. Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA), which prohibits employment discrimination based on genetic information about an applicant, employee, or former employee; and
7. The Civil Rights Act of 1991, which, among other things, provides monetary damages in cases of intentional employment discrimination.

NAME OF POTENTIAL VENDOR/GRANTEE:	
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<b>Signature of Authorized Representative</b>	<b>Printed/Typed Name &amp; Title of Authorized Representative</b>

Date: _____
-------------



**ATTACHMENT J**

**CERTIFICATION for CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS**

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

**APPENDIX A**

**APPENDIX A - STANDARDS FOR WEATHERIZATION MATERIALS**

(See Link Below)

<https://nascsp.org/wap/waptac/regulations/>

**APPENDIX B**

**LIHEAP PRIORITY LIST**

(See Link Below)

<https://www.tdhca.state.tx.us/community-affairs/wap/docs/LIHEAP-PriorityList-E.pdf>

**APPENDIX C**

**MATERIAL INSTALLATION STANDARDS**

(See Link Below)

<https://www.tdhca.state.tx.us/community-affairs/wap/docs/WAP-MISM.pdf>

**APPENDIX D**

**DOE STANDARD WORK SPECIFICATION FOR HOME ENERGY UPGRADE**

(See Link Below)

<https://sws.nrel.gov>

**APPENDIX E**

**DOE WEATHERIZATION HEALTH AND SAFETY GUIDANCE**

(See Link Below)

<https://nascsp.org/wap/waptac/program-guidance/>

## **APPENDIX F**

### **ASHRAE COMPLIANCE**

(See Link Below)

<http://www.residentialenergydynamics.com/REDCALCFREE/TOOLS/ASHRAE6222016>

## **APPENDIX G**

### **DOE/LIHEAP/INTERNATIONAL ENERGY CONSERVATION CODE (IECC)**

(See Link Below)

<https://codes.iccsafe.org/content/iecc2018/effective-use-of-the-international-energy-conservation-code>

## **APPENDIX H**

### **FEDERAL DEBARMENT NOTICE**

(See Link Below)

Agencies and Cooperative Members may wish to check the list of vendors excluded from doing business on the federal level. This link can be used as a resource to purchasing entities.

According to Texas Procurement and Support Services rules, the Commission may consider other debarment activities from other entities as possible indicators of vendor responsibility. (SAM) System for Award Management Site:

<https://sam.gov/SAM/>

## **APPENDIX H**

### **FEDERAL DEBARMENT NOTICE**

(See Link Below)

Agencies and Cooperative Members may wish to check the list of vendors excluded from doing business on the federal level. This link can be used as a resource to purchasing entities.

According to Texas Procurement and Support Services rules, the Commission may consider other debarment activities from other entities as possible indicators of vendor responsibility. (SAM) System for Award Management Site:

<https://www.sam.gov/portal/SAM/#1>

## APPENDIX I

### APPROVED WEATHERIZATION MATERIALS NOT LISTED IN 10 CFR 440 APPENDIX A

Use only weatherization materials which meet or exceed the standards prescribed by DOE in Appendix A to Part 440 of the WAP Regulations. State of Texas adopted International Residential Code ("IRC").

**Wet Spray Applied Cellulose Thermal Insulation** (approved 10/22/1997, WPN 97-6)

Self-Supporting Spray Applied Cellulosic Insulation ASTM C1149-11

**Fluorescent Lamps and Fixtures** (approved 7/29/1994, WPN 94-5)

Compact fluorescent lamps UL 542, Edition 9 (2005);

UL 1993, Edition 4 (2012);

Energy Star criteria for CFLs – Lifetime Requirement.

Fluorescent lighting fixtures UL 1598, Edition 3 (2008) (R2012);

NFPA 70-2014;

Energy Star criteria for Light Fixtures – Lifetime Requirement.

**LED Lamps and Fixtures** (first approved for OR 5/14/2014)

Portable Electric Luminaires UL 153, Edition 13 (3/3/2014)

Light Emitting Diode (LED) Equipment for Use in Lighting Products

UL 8750, Edition 1 (R3/3/2014)

Lamp holders UL 496, Edition 13 (R 11/25/2013)

**Solar Water Heating Systems** (7/29/1994, WPN 94-6)

Solar water heating systems including forced circulation, integral collector storage, thermosyphon and self-pumping systems Certified per SRCC OG300-2014-07.

**PV Panels and Modules** (first approved for CO 10/6/2015)

Flat-Plate Photovoltaic Modules and Panels UL 1703, Revision 9 (11/18/2014) NFPA 70-2014, Solar PV Systems

National Electric Code

Inverters & Utility Interface IEEE 929 2000

**Refrigerators** (approved 10/6/2000, WPN 00-5)

Refrigerator/freezers (does not include freezer-only units) AHAM HRF-1-2008; UL 250-1993(R2013).

Replaced units must be disposed of properly per Section 8, Clean Air Act 1990, as amended.

**Replacement Electric Water Heaters** (approved 10/6/2000, WPN 00-5)

Electric (resistance) storage tank water heaters 10 CFR 430, Appendix E to Subpart B;

UL 174, 11th Edition (2004) (R2015).

**Replacement Water Heaters** (approved 4-11-2001, WPN 01-11)

Heat pump water heaters 10 CFR 430, Appendix E to Subpart B;

UL 1995, Edition 4 (2014).

Gas fueled water heaters:

Rated ≤ 75 kBtu/hr ANSI Z21.10.1-2014/CSA 4.1-2014;

10 CFR 430, Appendix E to Subpart B.

Rated > 75 kBtu/hr ANSI Z21.10.1-2014/CSA 4.3-2014;

10 CFR 430, Appendix E to Subpart B.

Oil fueled water heaters UL 732, Edition 5 (1995) (R2013)