

Invitation To Bid

The Community Action Corporation of South Texas (CACOST) is issuing a Request for Proposals from experienced contractors relative to the installation of allowable weatherization energy conservation measures to be applied in the service areas of Jim Wells, Brooks, San Patricio, Cameron, Willacy, Duval, Kleberg, Kenedy, Webb, Hidalgo, Jim Hogg, Starr and Zapata Counties. The Weatherization Assistance Program (WAP) is a free service to low-income, eligible clients. The program is operated under the rules, regulations, and requirements promulgated by the Texas Department of Housing and Community Affairs and the Department of Energy (10 C.F.R. 440). Work performed and measures installed must meet all TDHCA standards and be in full compliance with applicable program guidelines. The weatherization measures to be installed include the installation of Insulation, Heating, Venting, and Air Conditioning (HVAC) work, stoves, water heaters, appliances, minor home repairs, etc., in single family and multifamily residences.

For packet information, please call (361) 664-0145 ext 3000 or come by 204 E. First St., Alice, TX. Bids will be accepted until 2:00 p.m. C.D.T on Monday, April 26, 2021. CACOST reserves the right to reject any and all proposals. Responses to the Request for Proposal, should be submitted in an envelope, clearly marked on the outside **CACOST Weatherization RFP**, and addressed to Doug Hairgrove, Director of Operations and Energy Programs, CACOST, 204 E. First St. Alice, TX 78332.

Mail bids to: CACOST Weatherization Program, Doug Hairgrove, P.O. Drawer 1820, Alice, Texas 78333.



DUE DATE: April 26, 2021

**COMMUNITY ACTION CORPORATION OF SOUTH TEXAS
REQUEST FOR PROPOSAL (RFP)**

WEATHERIZATION ASSISTANCE PROGRAM
204 E. First St. Alice, TX 78332
(361) 664-0145

Request for Proposal Release Date..... Sunday, March 21, 2021,
10:00 A.M

Written Clarifications & Additional Information
Requests due by.....Friday, April 2,
2021, 5:00 P.M.

Pre-Bid Conference.....Thursday, April 8,
2021, 2:00 P.M.

Clarification Responses posted on
CACOST website no later than..... Friday, April 16, 2021,
5:00P.M.

Proposal Due Date..... Monday, April
26, 2021, 2:00 P.M.

**COMMUNITY ACTION CORPORATION OF SOUTH TEXAS
WEATHERIZATION PROGRAM
REQUEST FOR PROPOSAL (RFP)**

I. GENERAL INFORMATION - PROGRAM DESCRIPTION

- A. The Community Action Corporation of South Texas (CACOST) is issuing a Request for Proposals from experienced contractors relative to the installation of allowable weatherization energy conservation measures to be applied in the service areas of Jim Wells, Cameron, Willacy, Brooks, San Patricio, Duval, Kleberg, Kenedy, Webb, Hidalgo, Jim Hogg, Starr and Zapata Counties. The Weatherization Assistance Program (WAP) is a free service to low-income, eligible clients. The program is operated under the rules, regulations, and requirements promulgated of the Texas Department of Housing and Community Affairs and the Department of Energy (10 C.F.R. 440). Work performed and measures installed must meet all TDHCA standards and be in full compliance with applicable program guidelines. The weatherization measures to be installed include the installation of Insulation, Heating, Venting, and Air Conditioning (HVAC) work, stoves, water heaters, appliances, minor home repairs, etc., in single family and multifamily residences.
- B. The number of units to be weatherized will be based on current funding available and the number of units will increase or decrease dependent on the approved measures and funding.
- C. Weatherization services, which remain the core program pursuant to this solicitation, are designed to reduce energy costs for low-income households through proven, cost-effective Weatherization techniques as presented in the Description of Work.
- D. It is CACOST policy to encourage participation of small and historically underutilized businesses (HUBs), as defined in Government Code, Chapter 2161, as contractors to CACOST.

“Historically underutilized business (HUB): means an entity with its principal place of Business in this state that is:

- a corporation formed for the purpose of making a profit in which 51 percent or more of all classes of the shares of stock or other equitable securities are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the corporation's control, operation, and management;
 - a sole proprietorship created for the purpose of making a profit that is completely owned, operated, and controlled by an economically disadvantaged person;
 - a partnership formed for the purpose of making a profit in which 51 percent or more of the assets and interest in the partnership are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the partnership's control, operation, and management;
 - a joint venture in which each entity in the venture is a historically underutilized business, as determined under Government Code Chapter 2161; or.
 - a supplier contract between a historically underutilized business as determined under Government Code, Chapter 2161 and a prime contractor under which the historically underutilized business is directly involved in the manufacture or distribution of the goods or otherwise warehouses and ships the goods.
- E. It is the goal of CACOST to include HUBs in at least 10 percent (10%) of the total value of contracts awarded annually.
- F. It is the policy of CACOST not to discriminate on the basis of race, color, creed, gender, religion, marital status, age, national origin or ancestry, physical or mental disability, medical condition, sexual orientation, political affiliation or belief or any other consideration made unlawful by applicable federal, state and local laws. Contractor agrees not to discriminate against any employee or applicant for employment to be employed in the performance of this Agreement, with respect to hiring, tenure, terms, conditions, and privileges of employment, or a matter directly or indirectly related to employment because of age or race, color, creed, gender, religion, metal status, age, national origin, or ancestry, physical or mental disability, medical condition, sexual orientation, political affiliation or belief. Contractor further agrees that every subcontractor entered into the performance of the Agreement shall contain a provision requiring non-discrimination in

Weatherization Assistance Program RFP

employment herein specified, binding upon each subcontractor. Breach of the covenant may be regarded as a material breach of the Agreement.

- G. **Certification with regard to lobbying-** No federal appropriated funds will be paid to any person for influencing or attempting to influence 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 or loan, entering into of any cooperative agreement or the extension, continuation, renewal, amendment and modification of any federal contract, grant, loan, or cooperative agreement.

- H. **Equal Employment Opportunity-** The Equal Employment Opportunity Clause required under Executive Order 11246, the affirmative action commitment for disabled veterans, recently separated veterans, other protected veterans, and Armed Forces Services Medal Veterans, the affirmative action clause for handicapped workers and the related regulations of the Secretary of Labor, 41 CFR Chapter 60, are incorporated by reference in the contract. By accepting the contract, vendor certifies that it complies with the authorities cited above, and that it does not maintain segregated facilities or permit it's employees to perform services at locations where segregated facilities are maintained, as required by 41 CFR 60.

- I. **Prohibited Substances in the Workplace-** the contractor is considered a representative of Cacost while carrying out the duties of a contract Cacost has a policy that prohibits the possession and or use of alcohol or illegal drugs when conducting Cacost business if the contractor is observed engaging in this type of behavior while performing any aspect of the contract termination of the contract will occur.

- J. The contractor affirms that he/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this bid.

- K. Contractors certify as a condition of award that they have not engaged in collusion with other

vendors or anyone else in relation to the preparation and/or submittal of their bid for this project.

II. SCOPE OF WORK:

- A) Contractors will be required and must be prepared to install weatherization (energy conservation) measures in single-family homes, multi-family complexes (apartments), or mobile homes as prescribed by the CACOST Weatherization Inspector or Housing Technician.
- B) Each home will be assessed using the NEAT audit and or an established Priority List to determine which Weatherization Measures will be installed. The Blower Door and Duct Blaster equipment must be used to run an initial assessment on each home in order to have accurate information for the NEAT audit. After assessment, the contractor will install measures designed to reduce air exchange, to preserve the integrity of the home's thermal envelope, to reduce energy consumption and to ensure the residents' health and safety.
- C) Weatherization Measures to be installed may include:
- attic, wall and floor insulation;
 - replacement and/or repair of HVAC systems, including central systems and ducts; furnaces, space heaters, window units (a/c, heat pumps, etc.), and venting, etc.;
 - HVAC tune-ups will include (Clean evaporator and condenser air conditioning coils, Check refrigerant level and adjust if necessary, Clean and adjust blower components, Check the condensate drain and clean if necessary, Lubricate all moving parts, Provide 6 filters, Check all gas connections, and heat exchanger).
 - refrigerators; gas stoves and water heaters;
 - replacement and/or repair of windows, doors, storm windows, and solar screens;
 - weather-stripping, caulking, and other air infiltration types of measures.

Weatherization Assistance Program RFP

- Other measures may include window eliminations, tub surround work, door adjustments, jamb-ups, minor roof repairs and sheetrock work; installation of gas and electrical lines, digital thermostats, Ashrae fans, etc.
- D) The materials used must comply with Federal specifications noted in Appendix A of 10 CFR 440. All measures must be installed pursuant to and in compliance with the federal Weatherization Assistance Program regulations, policies and procedures, as well as with applicable state, local and CACOST requirements. Appliances must be Energy Star certified. Windows and doors, HVAC work, insulation, etc., must satisfy certain, specified energy-efficiency ratings.
- E) The contractor will be held responsible for securing all necessary permits and applicable fees, hiring all necessary work crews, including licensed HVAC personnel, electricians and plumbers. The contractor will be held responsible for any additional costs incurred in order to secure all permits.
- F) Contractors must be prepared to adhere to TDHCA's and DOE's most current ASHRAE requirements when installing ASHRAE fans. The contractor is responsible for all costs necessary for proper fan installation and venting. This may include but is not limited to; insulated pipe to the outside complete with cap, timer, additional wiring, junction boxes, and switches.
- G) Contractors must be prepared to adhere to OSHA requirements, as well as to EPA Lead Safety Practices when performing work on older housing stock. Contractors must also be prepared to adhere to the Davis-Bacon Act Requirements if applicable, including preparation and submission of weekly wage reports, payment of prevailing wages for workers, unannounced monitoring of records, work site audits, work crew interviews, etc. Random monitoring of contractor's work will be conducted by various agencies from the U.S. Government and the State of Texas. CACOST Weatherization Inspectors or Housing Technician will inspect all completed work prior to invoicing.
- H) Contractors will be required to thoroughly review the client's home prior to commencing with any installation of CACOST-prescribed weatherization measures; contractors will also be required to inspect the home once all measures have been installed completely and satisfactorily prior to submitting a Statement of Completion (SOP). Any deficiency in the contractor's work, work product,

appliances, etc., work quality or performance, client satisfaction, or compliance will be subject to strict fines and will require immediate resolution by the contractor (including additional work) at no additional cost to CACOST or the weatherization client.

- I) The contractor will be required to provide a one-year warranty on all materials installed, including labor. Consequently, any work deficiency or appliance malfunction, etc., will require the contractor to return to the client's home and promptly resolve and make the work right at no additional cost to CACOST or the weatherization client.

III. PERIOD COVERED

- A) CACOST reserves the right to reject any and all Request for Proposal submittals and or to cancel this solicitation at any time prior to contract award. Should a contract be awarded pursuant to the procurement, the initial contract period will be from the date the contract documents are signed for a period of one (1) year. The contract may be renewed annually for three (3) years contingent upon the contractor's (and his/her subcontractors') performance, program compliance, continued program funding, and CACOST approval.

IV. BID PRICE:

- A) CACOST reserves the right to establish the rate schedule based on previous procurement and surrounding area pricing for weatherization measures installed complete to include labor and materials. Such rate schedule shall be introduced to the qualified contractor(s) selected. Upon acceptance and contracting, established rates shall be maintained for the initial contact period described above, unless federal and/or state requirements, such as Davis –Bacon, call for modification in pricing. By submitting a response to this RFQ, respondents are accepting these terms. If initial qualified contractor(s), after reviewing the established rates, cannot comply, the next qualified contractor(s) will be selected until a contract is executed.
- B) All materials must meet the Department of Energy (DOE) material specifications, current ASHRAE Standards, HBI/NAHB Plumbing Standards, NFS, ASTM, IAPMO Standards and National Electrical

Weatherization Assistance Program RFP

Code and all federal, state and local material specifications. Weatherization material proposals must comply with the minimum standards set forth in the Texas Department of Housing and Community Affairs Materials and Installation Standards Manual (I.S.M.), 2013.

V. RESPONSE TO THE RFP

- A) Responses to the Request for Proposal, should be submitted in an envelope, clearly marked on the outside "CACOST Weatherization RFP", and addressed to Doug Hairgrove, Director of Operations and Energy Programs, CACOST, 204 E. First St. Alice, TX 78332.
- B) Submittals should include Five (5) originals of the Proposal Package and are due no later than April 26, 2021, 2:00 P.M.
- C) Request for Proposals will be accepted only from parties that:
 - 1) Provide documentation (attach documentation at end of your proposal) of being free of all obligations and interests that might conflict with the best interests of CACOST.(this also applies to subcontractors);
 - 2) Provide documentation (attach documentation at end of your proposal) regarding the firm's (and subcontractor's) ability to meet the financial and personnel capacities (refer to "SCHEDULE 6: Financial Capacity" in this RFP) to provide quality weatherization services on a timely basis and in strict compliance to program requirements; and,
- D) Proposals should be sent through the mail or hand delivered. Telefax and/or email submittals will not be accepted. Contractors should take into account mailing/delivery time to ensure submittals are received on time. If forwarded by priority mail (next-day, Federal Express, etc.), the envelope must be addressed as specified. CACOST accepts no responsibility for late or misdirected mail.
- E) Contractors are encouraged to hand deliver their submittals. Contractors are reminded to give

Weatherization Assistance Program RFP

themselves ample time to respond by the stated day and time. Proposal packages, which are incomplete, lack required documentation, or are illegible will be considered **non-responsive** and will be rejected. Submittals must include all referenced attachments and required documents. Submittals received after 2:00 P.M April 26, 2017 will not be accepted and will be returned unopened, to respondent.

- F) Specifications may be obtained online and at the CACOST Weatherization Offices, at 65 N. Wright St., Alice, TX 78332 after 10:00 A.M., March 22, 2021
- G)
- H) Contractors who require additional information or clarification must submit requests in writing only, by fax at (361) 664-8731 or by email at doug.hairgrove@cacost.org, no later than 5:00 P.M., Friday, April 2, 2021. **No verbal requests for clarification will be addressed. It is the responsibility of the contractor submitting proposal to confirm that the request has been received.**
- I) Responses to the requests for clarification will be posted at www.cacost.org no later than Friday April 6, 2021, 5:00 p.m. CDT. Deadline for receipt of submittals is April 2, 2021, 5:00 P.M.
- J) The submission of proposals shall be prima facie evidence that the contractor has full knowledge of the scope, nature, quantity and quality of work to be performed; the detailed requirements of the specifications; and the conditions under which the work is to be performed.
- K) The contractor shall furnish CACOST such additional information as CACOST may reasonably require.
- L) The term "As Specified" or "A/S" will not be accepted.
- M) This RFP is a firm offer that shall be irrevocable and open for acceptance for ninety (90) calendar days from the date set for submission of proposals.
- N) CACOST will not be liable for any costs incurred in preparing the RFP or associated travel costs. CACOST reserves the right to conduct pre-contract negotiations with any and/or all potential

qualified contractors.

- O) CACOST will not be liable for any costs not included in the proposal and subsequent contracted-for costs.
- P) CACOST reserves the right to conduct interviews of any or all qualified contractors prior to selection. CACOST will not be liable for any costs incurred by the contractors in connection with such interview (i.e. travel, accommodations, etc.).
- Q) CACOST reserves the right to reject any and all proposals, and the right, in its sole judgment and discretion, to waive minor technicalities and errors in the best interest of CACOST.
- R) CACOST reserves the right to cancel an awarded contract within a thirty (30) day written notice if performance is unsatisfactory. No penalty and/or fee may be imposed if a contract is cancelled or not renewed.
- S) Submittals will remain on file in accordance with the Texas Open Records Act.
- T) Contractors must have a minimum of five (5) years, successful experience providing construction in residential or home repair services and weatherization (experience subject to verification). Applicable experience must be documented on SCHEDULE "3", Experience of Firm/Company/Administrative.
- U) Contractors must have the personnel, including multiple work crews. Applicable experience must be documented on Schedule "4" Experience of Field Staff/Work Crews. the tools and equipment required for the program,
- V) Contractor must have the tools and equipment necessary to effectively perform and execute the installation of weatherization measures. Applicable information regarding these criteria shall be recorded in SCHEDULE "5", Tools and Equipment.

Weatherization Assistance Program RFP

- W) Contractor must have financial and technical resources needed to effectively perform all required activities specified in the Scope of Project (found in Section II above). Applicable information regarding this criterion shall be recorded on SCHEDULE "6" Financial Capacity.

- X) Contractors must be able to comply with all applicable federal, state and local laws and regulations, including the Davis-Bacon Act Requirements if applicable, and Lead Safety Standards and Practices; must have and maintain minimum general liability requirements, pollution control, vehicle insurance; and must not be on a local, state or federal Consolidated List of Debarred, Suspended and Ineligible Contractors and Grantees. Required documentation is outlined in Attachment IV, Legal and Other Bidder Requirements.

- Y) Contractors must have the financial capacity (operating cash flow) to allow for payment of up to ninety (90) days after date of CACOST's final inspection and/or until CACOST is reimbursed by the funding source for payment of all services.

- Z) Contract(s) will be awarded to the contractor(s) whose submittal conforms to the RFP, scoring and is most advantageous to CACOST. CACOST reserves the right to reject any/all submittals.

- AA) A written award of acceptance mailed or otherwise furnished to the qualified contractor(s) and a fully executed contract is required prior to commencement of any work under this RFP.

- BB) Proposals may be withdrawn prior to the deadline.

- CC) Proof of Insurance (\$1,000,000.00 minimum) must be presented before awarding any contracts.

VI. INFORMATION TO INCLUDE WITH THE SUBMITTAL

To achieve a uniform review process and obtain the maximum degree of comparability, Proposal submittal must be organized using the following section headings in the order presented. Contractors should be attentive to the instructions for each section and careful to ensure all information required for each section is provided.

A) **Title Page**

List the RFP subject, name of the firm, local address, telephone number, fax number, e-mail address, and name of contact person, job title, and date.

B) **Table of Contents**

Clearly identify the material by section and page number.

C) **Letter of Transmittal**

This is a “cover letter” that should be limited to no more than two pages.

1. Briefly state the Contractor's understanding of the service to be provided and make a positive commitment to perform the work in a professional and timely manner, etc.
2. Give the names of the persons who will be authorized to make representations for the Contractor, their titles, addresses, fax numbers, email addresses (if applicable), and telephone (cell) numbers.

D) **Profile of Contractor**

1. State whether your organization is national, regional, or local.

Weatherization Assistance Program RFP

2. Indicate the number of people (by level) located within the local office that will be involved in the program, and include their email addresses (If, applicable), telephone numbers and cell phone number.
3. Describe the professional experience and certification(s) of each person involved in the program, including years and length of experience, type of experience, etc. Provide technician(s)' technical certifications (ASE or equivalent) required for employment with contractor. Include certifications of Lead Safe Practice, EPA Certification, OSHA 10 and 30 hour Certifications, etc.,.
4. Certify (attach certification at end of your proposal) that the firm and its listed subcontractors have not had any government funded weatherization contract(s) involuntarily terminated and/or suspended within the 5 years prior to the RFP closing date. If the firm or its subcontractors cannot provide the requested certification because of contracts involuntarily terminated and/or suspended, please provide a detailed explanation of the contract, date of termination/suspension, the funding agency, and the reason for the contract's termination/suspension, and any steps taken to prevent a repeat of the circumstances that led to said contract's termination/suspension.

E) MATERIAL SPECIFICATIONS DOCUMENTATION

1. Documentation related to the standards for the installation of materials pursuant to the federal Weatherization Assistance Program is included for contractors review (refer to all guides and Appendix A, etc.).

Important: All materials to be used must meet the U.S. Department of Energy (DOE) materials Specifications, (refer to 10 CFR 440, Appendix A), and must comply with the minimum standards set forth in the Texas Department of Housing & Community Affairs (TDHCA) Texas Weatherization Field Guide, the Texas Mechanical Systems Field Guide and the Lead-Safe Weatherization Minimum Standards. Upon contracting, submittals of the materials being used for approval will be required.

F) CONTRACTOR'S RESOURCES AND PROFESSIONAL WORK EXPERIENCE

1. Contractors should provide details as to the Contractor's professional work experience, plus copies of all licenses, certifications, and training certificates for all personnel – work crews, crew supervisors, administrators, owners, and subcontractors (HVAC, etc.). Include copies of certificates of liability insurance for the company, verification of criminal background checks, and bonding information.

G) FINANCIAL AND TECHNICAL RESOURCES

1. Contractors must provide a certified bank statement/bank letter signed by a senior bank officer, copies of audited tax reports from the previous tax year, and/or copies of certified, audited financial statements attesting to the firm's financial capacity, stability and viability. Contractors must demonstrate they have the financial resources/capacity to await payments from CACOST **for up to ninety (90) days following CACOST's receipt of contractors invoice and/or until CACOST has received the grant funds from the State.**
2. Contractors must list "existing" weatherization tools and equipment on hand, that will be used in the performance of the CACOST WAP contract. Inventory of weatherization tools and equipment should include: digital gauged blower doors, duct blaster, combustion analyzers with printers, leak detectors, puffers, ladders, insulation machines, digital cameras (PC compatible), pressure pans, respirators, drill shroud, goggles, electrical testers, tape measures, drills, scaffolding, etc.
3. A listing of proposed subcontractors must be included for approval by CACOST.
NOTE: PRIOR WRITTEN APPROVAL BY CACOST IS REQUIRED TO ADD SUBCONTRACTORS NOT INCLUDED IN THE SUBMITTAL. DOCUMENTATION REQUESTED OF CONTRACTOR AS INDICATED IN THIS RFP MAY ALSO BE REQUIRED OF ALL PROPOSED SUBCONTRACTORS. ALL SUBCONTRACTORS WILL BE SUBJECT TO THE STANDARDS, REQUIREMENTS, AND POLICIES AS REQUIRED FOR CONTRACTORS IN THIS RFP.

H) LEGAL AND OTHER SUBMITTAL REQUIREMENTS

- 1.** Subscribers to the Texas Workers Compensation System must provide proof of coverage. Non-subscribers must provide documentation of worker protection substantially equivalent to Worker's Compensation Insurance.
- 2.** Contractors must complete and include the Debarment Certification form attesting that the firm/company and principals are not listed on any federal, state or local list of debarred, suspended and ineligible contractors and grantees.
- 3.** A notarized affidavit attesting that your company complies with the Fair Labor Standards Act and that your company will comply with all equal employment, affirmative action and nondiscrimination regulations.
- 4.** A notarized affidavit attesting that your company will comply with Davis-Bacon Act Requirement if required and that your company (and subcontractors) will comply with all prevailing wages and other requirements of the Act.

J) Copeland Anti-Kickback Affidavit

The Copeland Anti-Kickback Act prohibits contractors or subcontractors engaged in building construction or repair from inducing an employee to give up any part of the compensation to which he or she is entitled under his or her employment contract and requires such contractors and subcontractors to submit weekly statements of compliance. Provide testament to your compliance with the provisions of the Act.

K) CONTRACT WORK HOURS AND SAFETY STANDARD ACT REQUIREMENTS AFFIDAVIT

The Contract Work Hours and Safety Standard Act applies to federal service contracts and federal and federally assisted construction contracts over \$100,000. It requires contractors and subcontractors on covered contracts to pay laborers employed in the performance of the contracts one and one-half times their basic rate of pay for all hours worked over 40 in a workweek. This Act also prohibits unsanitary, hazardous, or dangerous working conditions on federal and federally financed and assisted construction projects. Provide testament to your compliance with the provisions of the Act.

L) CERTIFICATION SHEET (Complete)

M) ACKNOWLEDGEMENT FORM (Complete)

N) CONFLICT OF INTEREST QUESTIONNAIRE

In addition to the Questionnaire, all Contractors are required to include a notarized affidavit attesting no affiliation with any of CACOST’s weatherization contractors and their subcontractors.

O) REQUEST TO BE ADDED TO CONTRACTORS LIST AND W-9 FORM

A W-9 must be requested and completed.

VII. EVALUATION OF PROPOSALS

Proposals will be evaluated using a predetermined point and ranking method to ascertain which Contractor would best meet the needs of CACOST. (Total possible points: 100)

EXPERIENCE:	POINT SYSTEM
SCHEDULE 1: Record of Past Performance	14 points
SCHEDULE 2: References	14 points
SCHEDULE 3: Experience of Firm/Company/Administrative	14 points
SCHEDULE 4: Experience of Field Staff/Work Crews	14 points
SCHEDULE 5: Tools and Equipment	14 points
SCHEDULE 6: Financial Capacity	14 points
SCHEDULE 7: Pricing	16 points

A contract pursuant to this solicitation, if awarded, will be based on Contractor’s past performance, experience with the Davis-Bacon Act, financial capacity and technical resources, expertise, and compliance with all legal and other Contractor requirements. Upon completion of the procurement process it is anticipated that

CACOST will award the contract no later than May 14, 2021. The initial contract period, if awarded, will be June 1, 2021 through June 1, 2022. The contract may be renewed annually for three (3) additional years contingent upon contractor's performance, including program compliance, continued program funding, and approval by CACOST not to exceed four (4) years.

VIII. ADDITIONAL INFORMATION

- A. CACOST will not be liable for any cost incurred in the preparation of this RFP response.
- B. CACOST reserves the right, in its sole judgment and discretion, to reject any and/or all RFP responses, to make awards on the individual items, and to waive minor technicalities and errors in the best interest of CACOST.

IX. MINIMAL ESSENTIAL COVENANTS

- A. Contractor hereby affirmatively states that he/she has not participated in any act of collusion, favoritism, gratuity, or inside dealings with any member of the staff of CACOST or its Board of Directors.
- B. It is anticipated that contract will be awarded to the most qualified contractor(s) whose submittal conforms to the Request for Proposal requirements, and is most advantageous to CACOST. Secondary contracts may be awarded to those contractors ranking in the order of the next highest to lowest as per the point system that are also in compliance with the Request For Proposal requirements and as per number of units to complete as per the funding availability.
- C. In addition, the following minimum **GENERAL PROVISIONS AND REQUIREMENTS TO THE AGREEMENT** will be binding upon any CACOST weatherization contractor selected pursuant to this solicitation. **This document will be incorporated and included with the complete General Provisions and Requirements to the Agreement, by reference, into any contract for weatherization services, which results from this procurement process.**

Weatherization Assistance Program RFP

1. Contractor agrees to provide Weatherization services under this contract in the Counties of Brooks, Cameron, Hidalgo, Jim Wells, Kenedy, Kleberg, San Patricio, Duval, Webb, Willacy, Starr, Zapata and Jim Hogg. Contractor agrees to furnish all tools, equipment, material, labor, inventory, personnel and fully trained onsite supervision, necessary for the performance of this contract. The contractor's field staff or work crew must be proficient and trained in the proper installation of comprehensive weatherization measures as well as the knowledge to understand the use and application of weatherization diagnostic equipment and tools. The contractor is required to conduct blower door test prior, during and after the work (air sealing) has been completed. The air exchange rate must satisfy the desired range as prescribed by the CACOST Inspector. The contractor must also conduct a carbon monoxide test on all combustion appliances in each dwelling. When CO levels exceed 35 ppm (parts per million) are detected, the contractor will disregard all air-sealing requirements and notify CACOST prior to initiating weatherization activities. Should knob-and-tube wiring be discovered during the pre-installation assessment, the contractor must immediately contact the CACOST Weatherization Inspector prior to the installation of any weatherization measures. Contractor is responsible for the purchase, rent and or lease of the equipment necessary to run the required testing.
2. Contractor must provide each worker/employee involved in Weatherization of homes under this contract a minimum eight (8) hours of training, both classroom and hands-on work, in the Weatherization program as specified in the Weatherization Field Guides including Safety Practices.
3. Contractor is responsible for installation of all Weatherization and repair materials in a "workmanlike" and professional manner as directed by Agency policies and Weatherization Field Guides. CACOST will not be billed for materials transportation or delivery costs. Material must be new and in good condition. CACOST will not be charged for items, which are damaged prior to or during installation, incidentals, or for wasted or unused (excess/leftover) materials.

Weatherization Assistance Program RFP

4. Contractor agrees to begin work for each housing unit on or before the third (3rd) day following the date set by the agency in the written Work Order provided by CACOST, and to complete the work within fourteen (14) Calendar Days. Upon completion, a dated Statement of Completion (SOC) shall be submitted to the agency stating that all work listed in the work order for the unit is 100% complete. The contractor (work crew supervisor) is responsible for advising CACOST of any recommended changes; however no change will be authorized or paid for by CACOST without CACOST's prior written approval. Failure of the contractor to perform the work in accordance with the energy audit or instructions provided by the Weatherization Inspector will be grounds for termination of the weatherization contract. The contractor will submit SOC's only for those units fully completed and ready for CACOST's Final Inspection. Following passing the Final Inspection, the contractor will be contacted and directed to submit the invoice(s) to CACOST in a regular and timely manner for payment. The contractor must designate a financial/administrative point of contact for accounting purposes.
5. Upon completion of work for each unit, the Contractor agrees to properly dispose of all remaining debris. The contractor will take precautions necessary to protect all existing trees, shrubbery, plant, sidewalks, building, vehicles, etc., in the area where work is being done, as well as the building covered by the contract and its contents, and must rebuild, repair, restore and make good at his/her expense all injury and damage to same which may result from work being performed under this contract. The contractor must own an acceptable refrigerant recovery unit and must dispose of any recaptured refrigerant as required by local code and/or state law. CACOST will not be charged separately for contractor's participation in the use of the blower door or conduct of required blower door test, for carbon monoxide or indoor relative humidity (IRH) testing, for the costs of job-related transportation, for tools or equipment needed to perform weatherization work, for disposal of debris removed from the job site, for staff training or for fringe benefits.
6. Contractors must comply with Lead Safe Weatherization Practices. Contractor and staff must be certified as Lead Safe Weatherization Workers, Lead Safe Renovators, and Lead Safe Renovators/Inspectors. Contractors must have a Certified Renovator on every pre-1978 home. Contractor must be certified as a LEAD-SAFE FIRM.

Weatherization Assistance Program RFP

7. Contractor and staff must be prepared to adhere to TDHCA requirements regarding OSHA. Contractor and staff may be required to be OSHA 10 and OSHA 30 Certified in Occupational Safety and Health and or be committed to be certified upon TDHCA requirement.
8. The weatherization work measures may include work requiring the professional expertise or skill 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 CACOST is required. Subcontractors are subject to the same standards as the general contractor. Therefore financial capacity, compliance with Davis-Bacon Act requirements as applicable, installation standards, etc., will be required of subcontractors.
9. Contractor shall, within two (2) working days of notification, correct any valid discrepancies or exceptions identified either by the Agency or its funding sources, provided that such discrepancies or exception is a.) Directly attributable either to negligence or error of the Sub-contractor, or b.) A condition requiring correction which existed when services were originally provided by the sub-contractor (and is not the result of subsequent normal wear and tear/this would be in the area of incomplete or unsatisfactory work). Deficiencies may include quality of workmanship, size of HVAC systems, incomplete work, etc. Should there be any problems found during the agency inspection, agency will do a second follow-up inspection in order to accept the home as satisfactorily completed. If a second inspection is necessary, the Subcontractor agrees to and shall pay the Agency \$100.00 for each and every subsequent inspection. There will be a Thirty (30) day waiver of this to help new contractors achieve perfection. Repetitious returns on final inspections may result in termination of this contract.
10. Contractor will provide a dated itemized Material and Labor Invoice of cost of each home COMPLETED under this contract within five days of final inspection, based on the agencies State Approved Audit. The date of the invoice shall reflect that of which the invoice is submitted after the date of the final inspection. Statements of Completions do not constitute an invoice and WILL NOT be accepted as such.

Weatherization Assistance Program RFP

11. Contractor will be required to provide a 1-year warranty on all material installed, including labor. Consequently, any work deficiency or appliance malfunction, etc., will require the contractor or return to the client's home and promptly and properly resolve the deficiency at no additional cost to CACOST or the weatherization client. The warranty effective date will begin on the date on the Building Weatherization Report. Contractor is responsible for providing the weatherization client all appliance manuals, warranty information and contact numbers.
12. 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.
13. The Contractor shall further Indemnify and hold the Agency harmless from any and all claims arising out of the performance of his/her duties and its acts of negligence under this agreement. Contractor is responsible for any job-related illness or injury to workers in his/her employment and/or weatherization client, and shall indemnify and hold harmless CACOST, CACOST Weatherization staff and Weatherization clients in the event an on-the-job illness or injury occurs.
14. Contractor agrees that pursuant to contract, the Texas Department of Housing And Community Affairs, the Department of Energy, the Comptroller General of the United States, the Community Action Corporation of South Texas (Agency), or any of their duly appointed representatives shall have access to any books, documents, papers, and records which are directly pertinent to the contract.
15. In accordance with the above agreement, the Contractor further agrees that all pertinent records will be retained for three (3) years after final payment and all other pending matters are closed.
16. Contractor shall comply with the 18 USC 874 the Copeland "Anti-Kickback Act" as supplemented by the Department of Labor regulation 29 CFR, Part 3. The Contractor shall

Weatherization Assistance Program RFP

not provide anything of value to the Agency personnel in exchange for work or other consideration associated with this Agreement. Any violation shall be reported to the Texas Department of Housing and Community Affairs.

17. Contractor shall establish, maintain, and utilize internal control systems and procedures sufficient to prevent, detect, and correct incidents of waste, fraud, and abuse in the WAP and to provide for the proper and effective management of all program and fiscal activities funded by this Contract. The contractor's internal control systems and all transactions and other significant events must be clearly documented and the documentation made readily available for review by the Agency.
18. The Contractor shall give the Agency complete access to all of its records, employees, and agents for the purpose of monitoring or investigating the weatherization program. Contractor shall fully cooperate with the Agency's efforts to detect, investigate, and prevent waste, fraud, and abuse. Contractor shall immediately notify the Agency of any identified instance of waste, fraud or abuse.
19. Agency will notify the funding source upon identification of possible instances of waste, fraud, and the abuse or other serious deficiencies.
20. The 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 the Agency or to any appropriate law enforcement authority, if the report is made in good faith.

X. PRE-SUBMITTAL CONFERENCE

1. CACOST will hold a Pre-Submittal Conference on April 8, 2021 at 10 a.m. CDT in the Main Conference Room, located on the 1st floor of CACOST at 204 East First Street, Alice, Texas. The conference will be available virtually. Attendance is optional but may be advantageous, as potential contractors will have an opportunity to ask questions and/or seek clarification regarding any and all aspects of this solicitation. The Pre-Submittal Conference will be held as indicated in the advertised solicitation announcement of this procurement. Written questions must be submitted to Doug Hairgrove, Director of Operations and Energy Programs by fax at 361.664.8731 or by email at doug.hairgrove@cacost.org; at least three (3) days prior to the Pre-Submittal Conference. CACOST will provide written responses to all advance questions for all Contractors at Pre-Bid Conference for those in attendance. Oral agreements or representations are not binding on CACOST.

SCHEDULE "1"

RECORD OF PAST PERFORMANCE..... (14 points)

List below the names, addresses and phone numbers of five (5) weatherization "performance" references (individuals or agencies) for which or whom the contractor has performed weatherization services in the past twelve (12) months. For each reference, check the tasks/activities, which were completed by your company alone. If you had a subcontractor performing the work, use a separate sheet to include full name (legal name) of subcontractor, employees responsible, address, phone number, license, financial and personnel capacities

REFERENCE (NAME OF AGENCY / COMPANY / CLIENT FOR WHICH / WHOM WORK WAS PERFORMED) (EXPLAIN <u>ALL</u> REFERENCE ACTIVITY ON A SEPARATE SHEET)		DAVIS BACON ACT EXPERIENCE	INSULATION WALLS/ ATTICS	HVAC DUCT WORK / CENTRAL SYSTEM	ELECTRICAL GAS APPLIANCE CONNECTS
NAME:					
STREET					
CITY, STATE, ZIP CODE:					
PHONE NUMBER:					
NAME:					
STREET					
CITY, STATE, ZIP CODE:					
PHONE NUMBER:					

Weatherization Assistance Program RFP

NAME:					
STREET					
CITY, STATE, ZIP CODE:					
PHONE NUMBER:					
NAME:					
STREET					
CITY, STATE, ZIP CODE:					
PHONE NUMBER:					
NAME:					
STREET					
CITY, STATE, ZIP CODE:					
PHONE NUMBER:					

No points will be awarded for references that cannot be verified, or who indicated that the work performed or staff conduct was unsatisfactory. All listed tasks or activities must have been completed in order for the reference to qualify. No points will be awarded for non-qualified references. Additional references may be listed on a separate sheet to ensure that five (5) reference contacts may be made. Each reference will be contacted.

Questions asked may include the following:

1. Specifically, what work did this firm (or individual) complete? Explain Weatherization Assistance Program Installation Contractors
2. Please rate the quality of the work completed. Was the contractor's work:
Excellent Good Fair Poor _____(Explain)
3. Did the contractor complete the work in a timely and efficient manner? Explain.
4. Was the contractor and/or contractor's staff courteous, respectful, and responsive? Explain.
5. Was the contractor's work guaranteed and/or was there a warranty offered? Explain.
6. Have you had to recall the contractor to repair or replace completed work? Explain. How responsive were they?
7. Did the contractors clean up before departing from the work site? Explain.
8. Did the work require compliance with the Davis-Bacon Act Requirements? Explain.

SCHEDULE "2"

REFERENCES..... (14 points)

Provide explanation / description of work, tools used, material used, etc.

REFERENCE (EXPLAIN <u>ALL</u> REFERENCE ACTIVITY ON A SEPARATE SHEET)	BLOWER DOOR	CAULK WX STRIP	DOOR WINDOW REPLACE	SOLAR SCREEN	HVAC
NAME:					
STREET					
CITY, STATE, ZIP CODE:					
PHONE NUMBER:					
EXPLANATION					
NAME:					
STREET					
CITY, STATE, ZIP CODE:					
PHONE NUMBER:					
EXPLANATION					
NAME:					
STREET					

Weatherization Assistance Program RFP

CITY, STATE, ZIP CODE:						
PHONE NUMBER:						
NAME:						
STREET						
CITY, STATE, ZIP CODE:						
PHONE NUMBER:						
NAME:						
STREET						
CITY, STATE, ZIP CODE:						
PHONE NUMBER:						

SCHEDULE "3"

**EXPERIENCE OF FIRM/COMPANY/ADMINISTRATIVE
(14 points)**

State the number of years the Contractor (firm) has performed residential or home repair or weatherization:

YEARS. Please attach information that can be used to verify the years of experience entered. Please specify areas:

___ Number of years in home repair (EXPLAIN)

___ Number of years in multi-family repair (EXPLAIN)

___ Number of years in weatherization. (EXPLAIN)

SCHEDULE “4”

EXPERIENCE OF FIELD STAFF/WORK CREWS

(14 points)

State the number of years for each of the CONTRACTOR’s field staff/work crews have performed residential or home repair. Be sure to indicate the total number of work crews and the size of each work crew on hand.

- Will you personally supervise the home repair work performed pursuant to this solicitation? If not, please provide the name of the individual who will provide personal on-site supervision.
Name: _____

- Will you personally perform the weatherization work pursuant to this solicitation? If not, please name the staff/crew members who will perform the weatherization activities and enter the requested information for each staff member. Document each individual knowledge and expertise below.

NAME	HOME REPAIR EXPERIENCE	BLOWER DOOR TRAINED	BPI TRAINED	OSHA CERTIFIED
	YES NO	YES NO	YES NO	10 30
	YES NO	YES NO	YES NO	10 30
	YES NO	YES NO	YES NO	10 30
	YES NO	YES NO	YES NO	10 30
	YES NO	YES NO	YES NO	10 30
	YES NO	YES NO	YES NO	10 30
	YES NO	YES NO	YES NO	10 30
	YES NO	YES NO	YES NO	10 30

Weatherization Assistance Program RFP

	YES	NO	YES	NO	YES	NO	10	30
	YES	NO	YES	NO	YES	NO	10	30
	YES	NO	YES	NO	YES	NO	10	30
	YES	NO	YES	NO	YES	NO	10	30
	YES	NO	YES	NO	YES	NO	10	30
	YES	NO	YES	NO	YES	NO	10	30

NOTE: Points will be awarded for documented experience in home repair and/or documented training in blower door use, BPI Training and OSHA Certification.

- Will you or your firm personally perform the HVAC work pursuant to this solicitation? Document each individual’s knowledge and TACL# below.

NAME	TACL #	MANUAL J PREPARATION
		YES NO

NOTE: Points will be awarded for documented licensed HVAC employee assigned to this contract. Please attach copy of HVAC License.

SCHEDULE "5"

**TOOLS AND EQUIPMENT
(14 points)**

TOOLS / EQUIPMENT	COMPANY OWNED	IF YES ENTER QUANTITY ON HAND	IF NO, DO YOU HAVE IMMEDIATE ACCESS	POINTS
DIGITAL GAUGED BLOWER DOOR	YES NO		YES NO	5
DUCT BLASTER	YES NO		YES NO	5
PRESSURE PANS	YES NO		YES NO	1
COMBUSTION ANALYSER WITH PRINTERS / LEAK DETECTORS/PUFFERS/RESPIRATORS/ DRILL SHROUD	YES NO		YES NO	5
DIGITAL CAMERAS	YES NO		YES NO	1
INSULATION MACHINE	YES NO		YES NO	3

SCHEDULE "6"

FINANCIAL CAPACITY

(14 points)

A. FINANCIAL RESOURCES

1. Please provide a copy of your most recent financial statement showing your company's net worth/assets and liabilities/available operating capital and line of bank credit. Include an official bank statement, a bank letter.
2. List three trade references from which you (or your firm) have purchased construction materials within the past twelve (12) months. Each reference will be contacted and the listed questions will be asked. No points will be awarded for references that cannot be contacted. Additional references can be listed at the Contractor's option to ensure that 3 references can be contacted.

QUESTION ONE:

"Has this firm (or individual) been timely in meeting their financial obligations to you/your Company?"

QUESTION TWO:

"Would you characterize this CONTRACTOR (or individual) as honest, fair and responsible?"

QUESTION THREE:

"Have you or would you extend credit to this individual and if so, in what amount and under what terms?"

Weatherization Assistance Program RFP

QUESTION FOUR:

“How long have you been conducting business (providing a line of credit) to this company/firm?”

REFERENCE:		1	2	3
NAME:		YES NO	YES NO	YES NO
STREET:				
CITY, STATE, ZIP CODE:				
PHONE NUMBER:				
NAME:		YES NO	YES NO	YES NO
STREET:				
CITY, STATE, ZIP CODE:				
PHONE NUMBER:				
NAME:		YES NO	YES NO	YES NO
STREET:				
CITY, STATE, ZIP CODE:				
PHONE NUMBER:				

CERTIFICATION SHEET

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

Our Company accepts the specifications and conditions unless otherwise accepted in writing to the Program Director, Community Action Corporation of South Texas (CACOST).

COMPANY NAME:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP CODE:
PHONE:	FAX:	
WEB SITE:		
E-MAIL:		

Name of Representative Authorized to sign for Contractor

(Print Name)	(Signature)	(Date)

ACKNOWLEDGEMENT FORM

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

The Contractor affirms that, to the best of his/her knowledge, the RFP 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 him or her an unfair advantage over other contractors in the award of this RFP.

The Contractor affirms that he/she has not participated in any act of favoritism, gratuity, or inside dealings With any member of the staff of CACOST or its Board of Directors.

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

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	Application Procurement or Solicitation #, if any:	Federal Employer Tax Identification #:

READ CAREFULLY BEFORE SIGNING THIS CERTIFICATION. Federal regulations require contractors, bidders, and subgrantees to sign and abide by the terms of this certification, without modification, in order to participate transactions directly or indirectly involving 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 Community Action Corporation of South Texas (CACOST) 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), CACOST may pursue on its own available remedies, including contract termination, suspension and debarment.
3. The prospective vendor/grantee shall provide immediate written notice to CACOST, Attn.; Director of Operations and Energy Programs, 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”, “proposal”, 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 proposal 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 CACOST.
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 Nonprocurement Programs. CACOST 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, CACOST or its applicable funding agency(s) may pursue available remedies, including contract termination, suspension and/or debarment.

CATEGORY 1	Operation #	DESCRIPTION	UNIT	Material	Labor	Total
NO ACTIVITY	0	NO ACTIVITY		\$ -	\$ -	\$ -
INSULATION MEASURE INCLUDES BLOCK & INSULATE ATTIC HATCH AND ALL HEAT PRODUCING VENTING, INCLUDES BAFFELS	1	Blown Fiberglass R-8	SF			\$ -
	2	Blown Fiberglass R-11	SF			\$ -
	3	Blown Fiberglass R-19	SF			\$ -
	4	Blown Fiberglass R-27	SF			\$ -
	5	Blown Fiberglass R-30	SF			\$ -
	6	Blown Fiberglass R-38	SF			\$ -
	7	Blown Cellulose R-8	SF			\$ -
	8	Blown Cellulose R-11	SF			\$ -
	9	Blown Cellulose R-19	SF			\$ -
	10	Blown Cellulose R-27	SF			\$ -
	11	Blown Cellulose R-30	SF			\$ -
	12	Blown Cellulose R-38	SF			\$ -
	13	Blown Fiberglass R-19 Mobile Home	SF			\$ -
	14	Blown Fiberglass R-30 Mobile Home	SF			\$ -
	15	Blown Fiberglass R-38 Mobile Home	SF			\$ -
	16	Blown Cellulose R-19 Mobile Home	SF			\$ -
	17	Blown Cellulose R-30 Mobile Home	SF			\$ -
	18	Blown Cellulose R-38 Mobile Home	SF			\$ -
	19	Floor Insulation R19 Batt Includes poly netting and vapor barrier	SF			\$ -
	20	Blown Cellulose Wall Insulation R-13 Dense Pack	SF			\$ -
	21	Blown Fiberglass Wall Insulation R-13 Dense Pack	SF			\$ -
	22	Blown Cellulose Wall Insulation R-19 Dense Pack	SF			\$ -
	23	Batt Insulation Walls R-13	SF			\$ -
	24	Batt Insulation R-30	SF			\$ -
	25	Batt Insulation R-19	SF			\$ -
	26	Insulate and Weather-strip attic hatch R-38	EA			\$ -
	27	Attic Stair Cover - Block Weatherstrip and insulate to attic R-Value	EA			\$ -
	28	Pipe Insulation	LF			\$ -
	29	Pipe Insulation w/UV Rated Sheild	LF			\$ -
	30	Water Heater Wrap	EA			\$ -
31	R-8 Insulation for Existing Fans and Vent A Hoods	LF			\$ -	
ATTIC MEASURES	32	Complete Attic Hatch (Trim, weather-strip) Plywood, Insulated to Attic R-Value	EA			\$ -
	33	Attic Lid Plywood	EA			\$ -
	34	12" x 12" Gable Vent	EA			\$ -
	35	12" x 18" Gable Vent	EA			\$ -
	36	18" x 24" or larger Gable Vent	EA			\$ -
Misc. Infiltration	37	Caulk per tube (clear caulk)	EA			\$ -
	38	Polyurethane foam per can	EA			\$ -
	39	Install 4 X 8 Sheetrock, tape and float, (exposed framing) texture, and paint to match existing	SF			\$ -
	40	Remove and reinstall 4 X 8 Sheetrock, tape and float, texture, and paint to match existing	SF			\$ -
	41	Tape and Float per linear feet	LF			\$ -
	42	Patch holes in sheetrock not to exceed 12" X 12"	EA			\$ -
	43	Patch holes in sheetrock not to exceed 18" X 18"	EA			\$ -
	44	Patch holes in sheetrock not to exceed 24" X 24"	EA			\$ -
	45	Door Knob wall protector (to patch hole at knob)	EA			\$ -
	46	Seal can lights when not insulating attic	EA			\$ -
	47	Seal all A/C Registers per Home				\$ -
	48	Repair weak floors (overlayment) with ¾ plywood	SF			\$ -
	49	Repair weak floors (Replacement) with ¾ plywood	SF			\$ -
	50	Install Backer Rod any size	LF			\$ -
	51	Install 1x4 as trim per linear feet	LF			\$ -
	52	Install 1x6 as trim per linear feet	LF			\$ -
	53	Install Colonial base trim (2 1/8" or 2 1/4") per linear ft.	LF			\$ -

	54	Install Door Casing (2 1/8" or 2 1/4") per linear ft.	LF		\$ -
	55	Install ceiling trim (1X2 or 3/4 round) per linear feet	LF		\$ -
	56	Install switch and outlet insulators per home.	EA		\$ -
	57	Install switch and outlet covers to include insulators	EA		\$ -
	58	Foam A/C Weatherstrip	EA		\$ -
VENTING	59	Roof Vent Cap	EA		\$ -
	60	Roof Jack	EA		\$ -
	61	Soffit Vent 16" x 4"	EA		\$ -
	62	Soffit Vent 16" x 6"	EA		\$ -
	63	Soffit Vent 16"x8"	EA		\$ -
	64	15" Gravity Vent (Low Profile)	EA		\$ -
ROOF REPAIRS	65	Roof Repair Remove and reinstall shingles(felt paper, metal edge, new vent covers 20 yr.	SF		\$ -
	66	Roof Flashing	LF		\$ -
	67	Rubber Wet Patch Roof Cement 10.3 oz Tube	EA		\$ -
	68	Plastic Roof Coat	GAL		\$ -
	69	Kool White Roof Coat (gallon)100 sq ft	GAL		\$ -
	70	Aluminum Roof Coat (gallon) 100 sq ft	GAL		\$ -
DOORS COMPLETE WITH LOCKSET OR KNOB	71	32" Metal Pre-Hung Exterior Door	EA		\$ -
	72	36" Metal Pre-Hung Exterior Dr	EA		\$ -
	73	30" Wood Pre-hung Exterior Dr	EA		\$ -
	74	32" Wood Pre-hung Exterior Dr	EA		\$ -
	75	36" Wood Pre-hung Exterior Dr	EA		\$ -
	76	24" Interior Door Pre-Hung	EA		\$ -
	77	30" Interior Door Pre-Hung	EA		\$ -
	78	32" Interior Door Pre-Hung	EA		\$ -
	79	36" Interior Door Pre-Hung	EA		\$ -
	80	32" Exterior Door Slab Varnished	EA		\$ -
	81	36" Exterior Door Slab Varnished	EA		\$ -
MOBILE HOME DOORS	82	32" x 72" Mobile Home Dr	EA		\$ -
	83	32" x 76" Mobile Home Dr	EA		\$ -
	84	34" x 76" Mobile Home Dr	EA		\$ -
	85	Mobile Home Water Heater Closet Dr	EA		\$ -
	86	Mobile Home Skirting under 32" Height	LF		\$ -
	87	Mobile Home Skirting over 32" Height	LF		\$ -
DOOR HARDWARE	88	Entry Lockset	EA		\$ -
	89	Deadbolt Lock	EA		\$ -
	90	3 1/2" Heavy Duty Hinge	EA		\$ -
	91	Entry Strike Plate	EA		\$ -
	92	10"x36" Kick Plate	EA		\$ -
	93	10"x32" Kick Plate	EA		\$ -
	94	Door Jamb Repair Complete with trim	EA		\$ -
	95	Wood Door Stop	LF		\$ -
	96	Door Adjustment (Remove & Reinstall)	EA		\$ -
	97	Remove & Reinstall Storm/Screen Doors	EA		\$ -
DOOR WEATHER-STRIPPING	98	Jamb-Up WX Strip	EA		\$ -
	99	Heavy Duty Door Sweep	EA		\$ -
	100	Weatherstrip Sliding Glass Doors	EA		\$ -
	101	Door Bottom w/Drip Cap	EA		\$ -
	102	Threshold	EA		\$ -
	103	U Bottom Door Sweep	EA		\$ -
WINDOWS	104	<u>Low-E Glass Window Panel Double Insulated with Dividers</u>	SF		\$ -
	105	<u>Low-E Glass Window Panel Double Insulated without Dividers</u>	SF		\$ -
	106	Mobile Home Replacement Window	SF		\$ -
WINDOW REPAIR	107	Single Strength Glass	SF		\$ -
	108	Double Strength Glass	SF		\$ -

	109	Window Sill, Exterior (2x6)	EA		\$ -
	110	Window Sill, Interior (1x6) ea	EA		\$ -
	111	Solar Screen (per square feet) 80% to include Metal spring and pull tabs one or two piece	SF		\$ -
	112	Window Glazing, Putty	LF		\$ -
	113	Window Weather-strip	LF		\$ -
	114	Sash Lock	EA		\$ -
MISCELLANEOUS REPAIR	115	Junction Box Installation complete with cover	EA		\$ -
	116	Waterproof outlet cover	EA		\$ -
	117	115 volt Electrical Line installed (w/outlet)	LF		\$ -
	118	220 volt Electrical Line Installed (w/outlet)	LF		\$ -
	119	Single gang outlet box	EA		\$ -
	120	2"X 4" Junction Box Screw Cover - Only	EA		\$ -
	121	4"X 4" Junction Box Screw Cover - Only	EA		\$ -
	122	220 Outlet Cover	EA		\$ -
	123	4" ROUNG Blank Cover Plate	EA		\$ -
	124	Install P-Trap Kitchen or Bath	EA		\$ -
	125	Water Line Repair with shut off valve	LF		\$ -
	126	Gas Line Installation with shut off valve	LF		\$ -
	127	Barrel Bolt Lock	EA		\$ -
	128	36" Vent-a-Hood Complete with venting	EA		\$ -
	129	30" Vent-a-Hood Complete with venting	EA		\$ -
	130	105 Siding	LF		\$ -
	131	117 Siding	LF		\$ -
	132	T-111 Siding	SF		\$ -
	133	Lap Hardy Plank Siding 8"	SF		\$ -
	134	Lap Hardy Plank Siding 12"	SF		\$ -
	135	3/4" Round Molding	LF		\$ -
	136	1" x 4"	LF		\$ -
	137	1" x 6"	LF		\$ -
	138	2" x 4"	LF		\$ -
	139	2" x 6"	LF		\$ -
	140	3/4" Plywood	SF		\$ -
	141	3/8" Plywood	SF		\$ -
	142	1/2" Plywood	SF		\$ -
	143	Remove & Replace Toilet with new Wax Ring	EA		\$ -
	144	Remove Central and seal openings (Valve, and cap,Junction box)	EA		\$ -
	145	Gas Water Heater Closet Complete (Includes foundation and venting to code	LS		\$ -
	146	Electric Water Heater Closet Complete (same as gas no ventilation)	EA		\$ -
	147	Faucet Aerators	EA		\$ -
	148	Low Flow Shower Heads 1.5 gpm	EA		\$ -
	149	Attic Blocking per home	EA		\$ -
	150	Water Heater Door	EA		\$ -
	151	Foam Board	SF		\$ -
	152	Re-Install Light Fixture	EA		\$ -
ELECTRIC / BASELOAD	153	Refrigerator Installation Energy Star (Cubic Ft-15)	EA		\$ -
	154	Refrigerator Installation Energy Star (Cubic Ft-18)	EA		\$ -
	155	Refrigerator Installation Energy Star (Cubic Ft-22)	EA		\$ -
	156	Energy Star 4.5 Watt LED	EA		\$ -
	157	Energy Star 8.5 Watt LED	EA		\$ -
A/C WINDOW UNITS	158	5K/6K BTU Window A/C	EA		\$ -
	159	7K/8K BTU Window A/C	EA		\$ -
	160	10K BTU Window A/C	EA		\$ -
	161	12K BTU Window A/C	EA		\$ -
	162	14K BTU Window A/C	EA		\$ -
	163	18K BTU Window A/C (220V)	EA		\$ -

GAS WATER HEATER CLOSETS INCLUDES FOUNDATION WITH TERMITE SHEILDS, ROOFING WITH 30 YEAR SHINGLES, DRIP EDGE, FLASHING AND ALL VENTILATION REQUIRED.

ELECTRIC WATER HEATER CLOSETS ARE SAME AS GAS WITHOUT VENTILATION

ALL UNITS MUST BE ENERGY STAR TO INCLUDE SIDE PANELS WITH MASTIC AND WINDOW WEATHERSTRIP

	164	20K BTU Window A/C (220V)	EA		\$ -
	165	Heat Pump Window Unit w/Heat Strips (5K)	EA		\$ -
	166	Heat Pump Window Unit w/Heat Strips (8K)	EA		\$ -
	167	Heat Pump Window Unit w/Heat Strips (10K)	EA		\$ -
	168	Heat Pump Window Unit w/Heat Strips (12K)	EA		\$ -
	169	Removal of window unit A/C	EA		\$ -
	170	Removal and reinstall window unit A/C	EA		\$ -
	171	A/C Side Panels foam board and mastic per AC	EA		\$ -
HEATING AND AIR CONDITIONING	172	Programmable Thermostat	EA		\$ -
	173	A/C Tune-up Window Unit	EA		\$ -
	174	A/C Tune-up Central System include case of filters	EA		\$ -
	175	Sealing of Air Returns (w/Duct Board) & Clean	EA		\$ -
	176	Copper line	LF		\$ -
	177	Return Air Access w/Grill/Filter	EA		\$ -
	178	Return Air Grill up to 24"x24"	EA		\$ -
	179	A/C Plenum Repair	EA		\$ -
	180	Mastic All Boots/Duct Register	EA		\$ -
	181	Mastic Ducts, Plenum, Return and Registers Complete per house	EA		\$ -
	182	A/C Duct installation (Flex all sizes) w/R-8 Insulation	LF		\$ -
	183	A/C Duct installation Duct Board and size	LF		\$ -
	184	20,000 BTU 80% AFUE wall furnace Gas, installed and completely vented, Ext Wall only	EA		\$ -
	185	40,000 BTU 80% AFUE wall furnace Gas, installed and completely vented , Ext Wall only	EA		\$ -
	186	5' Vent Kit with Enclosure	EA		\$ -
	187	45,000 BTU 90% AFUE whole house furnace system, Gas	EA		\$ -
	188	70,000 BTU 90% AFUE whole house furnace system, Gas	EA		\$ -
	189	90,000 BTU 90% AFUE whole house furnace system, Gas	EA		\$ -
	190	Remove inoperable central & Wall furnaces and seal openings and gas lines	EA		\$ -
	191	Install AC Register	EA		\$ -
CENTRAL SYSTEMS ELECTRIC FURNACE	192	1.5 ton 15 Seer Energy Star unit w/electric Furnace	EA		\$ -
Complete to code with 6 filters	193	2 ton 15 Seer Energy Star unit w/electric Furnace	EA		\$ -
	194	2.5 ton 15 Seer Energy Star unit w/electric Furnace	EA		\$ -
	195	3 ton 15 Seer Energy Star unit w/electric Furnace	EA		\$ -
	196	3.5 ton 15 Seer Energy Star unit w/electric Furnace	EA		\$ -
	197	4 ton 15 Seer Energy Star unit w/electric Furnace	EA		\$ -
	198	4.5 ton 15 Seer Energy Star unit w/electric Furnace	EA		\$ -
	199	5 ton 15 Seer Energy Star unit w/electric Furnace	EA		\$ -
	200	1.5 ton 16 Seer Energy Star unit w/electric Furnace	EA		\$ -
	201	2 ton 16 Seer Energy Star unit w/electric Furnace	EA		\$ -
	202	2.5 ton 16 Seer Energy Star unit w/electric Furnace	EA		\$ -
	203	3 ton 16 Seer Energy Star unit w/electric Furnace	EA		\$ -
	204	3.5 ton 16 Seer Energy Star unit w/electric Furnace	EA		\$ -
	205	4 ton 16 Seer Energy Star unit w/electric Furnace	EA		\$ -
	206	4.5 ton 16 Seer Energy Star unit w/electric Furnace	EA		\$ -
	207	5 ton 16 Seer Energy Star unit w/electric Furnace	EA		\$ -
CENTRAL SYSTEMS HEAT PUMPS 15 SEER	208	1.5 ton 15 Seer Energy Star unit w/Heat Pump	EA		\$ -
Complete to code with 6 filters	209	2 ton 15 Seer Energy Star unit w/Heat Pump	EA		\$ -
	210	2.5 ton 15 Seer Energy Star unit w/Heat Pump	EA		\$ -
	211	3 ton 15 Seer Energy Star unit w/Heat Pump	EA		\$ -
	212	3.5 ton 15 Seer Energy Star unit w/Heat Pump	EA		\$ -
	213	4 ton 15 Seer Energy Star unit w/Heat Pump	EA		\$ -
	214	4.5 ton 15 Seer Energy Star unit w/Heat Pump	EA		\$ -
	215	5 ton 15 Seer Energy Star unit w/Heat Pump	EA		\$ -
CENTRAL SYSTEMS HEAT PUMPS 16 SEER	216	1.5 ton 16 Seer Energy Star unit w/Heat Pump	EA		\$ -
Complete to code with 6 filters	217	2 ton 16 Seer Energy Star unit w/Heat Pump	EA		\$ -
	218	2.5 ton 16 Seer Energy Star unit w/Heat Pump	EA		\$ -

INCLUDES PROPER RETURN AIR SIZE, DRAIN PAN AND DRAIN LINE AND REGISTRATION OF UNIT

INCLUDES PROPER RETURN AIR SIZE, DRAIN PAN AND DRAIN LINE AND REGISTRATION OF UNIT

INCLUDES PROPER RETURN AIR SIZE, DRAIN PAN AND DRAIN LINE AND REGISTRATION OF UNIT	219	3 ton 16 Seer Energy Star unit w/Heat Pump	EA		\$ -
	220	3.5 ton 16 Seer Energy Star unit w/Heat Pump	EA		\$ -
	221	4 ton 16 Seer Energy Star unit w/Heat Pump	EA		\$ -
	222	4.5 ton 16 Seer Energy Star unit w/Heat Pump	EA		\$ -
	223	5 ton 16 Seer Energy Star unit w/Heat Pump	EA		\$ -
CENTRAL SYSTEMS GAS FURNACE	224	1.5 ton 15 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
Furnace must vented with complete loop	225	2 ton 15 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
Complete to code with 6 filters	226	2.5 ton 15 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
INCLUDES PROPER RETURN AIR SIZE, DRAIN PAN AND DRAIN LINE AND REGISTRATION OF UNIT	227	3 ton 15 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	228	3.5 ton 15 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	229	4 ton 15 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	230	4.5 ton 15 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	231	5 ton 15 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	232	1.5 ton 16 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	233	2 ton 16 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	234	2.5 ton 16 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	235	3 ton 16 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	236	3.5 ton 16 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	237	4 ton 16 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	238	4.5 ton 16 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
	239	5 ton 16 Seer Energy Star w/Gas Furnace 90% AFUE	EA		\$ -
MOBILE HOME CENTRAL SYSTEMS HEAT PUMP	240	1.5 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
Complete to code with 6 filters	241	2 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
INCLUDES PROPER RETURN AIR SIZE, DRAIN PAN AND DRAIN LINE AND REGISTRATION OF UNIT	242	2.5 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
	243	3 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
	244	3.5 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
	245	4 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
MOBILE HOME CENTRAL SYSTEMS GAS FURNACE	246	1.5 TON 15 SEER ENERGY STAR W/GAS FURNACE 90% AFUE	EA		\$ -
Complete to code with 6 filters	247	2 TON 15 SEER ENERGY STAR W/GAS FURNACE 90% AFUE	EA		\$ -
INCLUDES PROPER RETURN AIR SIZE, DRAIN PAN AND DRAIN LINE AND REGISTRATION OF UNIT	248	2.5 TON 15 SEER ENERGY STAR W/GAS FURNACE 90% AFUE	EA		\$ -
	249	3 TON 15 SEER ENERGY STAR W/GAS FURNACE 90% AFUE	EA		\$ -
	250	3.5 TON 15 SEER ENERGY STAR W/GAS FURNACE 90% AFUE	EA		\$ -
	251	4 TON 15 SEER ENERGY STAR W/GAS FURNACE 90% AFUE	EA		\$ -
MOBILE HOME PACKAGED HEAT PUMP	252	2 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
Complete to code with 6 filters	253	2.5 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
INCLUDES PROPER RETURN AIR SIZE, DRAIN PAN AND DRAIN LINE AND REGISTRATION OF UNIT	254	3 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
	255	3.5 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
	256	4 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
	257	5 TON 15 SEER ENERGY STAR UNIT	EA		\$ -
HEALTH AND SAFETY	258	Smoke Alarm- (battery not hard wire)	EA		\$ -
	259	Smoke alarm & Cabron Monoxide Detector Combo (Battery Operated 10 yr Batt life)	EA		\$ -
	260	Carbon Monoxide Detector-(plug-in w/cord)	EA		\$ -
	261	Carbon Monoxide Detector-(Battery Operated 10 yr batt. Life)	EA		\$ -
	262	Remove Bathroom Heater (seal gas line and patch hole)	EA		\$ -
	263	Water Heater Draft Diverter installed	EA		\$ -
	264	Water Heater Escutcheon installed	EA		\$ -
	265	Conseal Water Heater Junction Wires	EA		\$ -
	266	Adjust & Calibrate Stoves (for proper C.O. combustion)	EA		\$ -
	267	7" Vent pipe for Vent-a-Hood (to extend to outside)to include R-8 insulation and Cap with Backdraft damper	EA		\$ -
	268	7" Vent Cap for Vent-a-Hood with Damper	EA		\$ -
	269	Cap existing Gas Line	EA		\$ -
	270	Vent Existing Bath Fan to outside Insulated vent Pipe	EA		\$ -
	271	Vent Water Heater Complete to Code	EA		\$ -
	272	High Low Venting Complete 6" Pipe to Code	EA		\$ -

Community Action Corporation of South Texas
Weatherization Program
2021 RFP Labor and Materials

Clarification of written questions received by April 2nd.

1. Do contractors need to bid on the entire 13 county service area or can they bid on the ones they are interested in working in?
Answer: Contractors need to bid for the entire service area.
2. Item 38. R-8 insulation for existing fans and vent a hoods-Is this per linear foot, or per task?
Answer: Per Linear foot
3. Item 47. Seal all a/c registers per home-Is this to seal with mastic, or to eliminate as an inoperable system? Seal with foam board or sheetrock, t&f, and texture and paint?
Answer: Eliminate and everything except paint
4. Item 103. U bottom door sweep? There are U shape door bottoms with a drip cap. Clarify
Answer:Not with a drip cap but a U shaped Door bottom
5. Item 149. Attic blocking per home? Is this for homes that do not take attic insulation? Or are you paying attic blocking individually from attic insulation? Clarify
Answer:For homes that don't take attic insulation
6. Item 278 and 279. Water heater 30/40 gal. gas. Does this include venting up to code?
Answer:Venting and up to code
7. On lumber such as 1x4 and 1x6 and others it doesn't specify per linear feet.
Answer: Linear feet

**Community Action Corporation of South Texas
Weatherization Program
2021 RFP Labor and Materials**

Clarification of questions received at Pre-Bid Conference April 8th 2021.

1. Do contractors need to submit 5 original proposals?

Answer: Contractors can submit one original and 4 copies.