

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

712



FROM: Community Action Partnership of Riverside County

SUBMITTAL DATE:
January 26, 2012

SUBJECT: Release Order #5660024033 with Southern California Gas Company for the Direct Assistance Program

RECOMMENDED MOTION: That the Board of Supervisors ratify and:

1. Authorize the Chairman of the Board to sign the attached Release Order #5660024033 under Master Service Agreement #6160014874 between Southern California Gas Company (SCGC) and Community Action Partnership of Riverside County (CAP Riverside) for the term January 1, 2012 through June 30, 2012, in the amount of \$13,353.
2. Approve and direct the Auditor Controller to adjust the budget as identified in the attached Schedule A.
3. Authorize the Executive Director of CAP Riverside or designee to administer the program and sign exhibits, assurances and reports made under the agreement.

(Continued – 3 pages total)

Maria Y. Juarez, CCAP Executive Director

FINANCIAL DATA	Current F.Y. Total Cost:	\$13,353	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ 0	For Fiscal Year:	11/12

SOURCE OF FUNDS: 100% Southern California Gas Company	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input checked="" type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY: Debra Cournoyer
Debra Cournoyer

County Executive Office Signature

FISCAL PROCEDURES APPROVED
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER
 BY: Samuel Wong 1/26/12
 Departmental Concurrence: SAMUEL WONG
 DATE: 1/26/12
 BY: NEAL R. KENNIS

Policy
 Policy
 Consent
 Consent

Dept's Recomm.:
 Per Exec. Ofc.:

Prev. Agn. Ref.: 6/2/09 (#3.22), 5/1/10 (#3.16), 1/25/11 (#3.5) | **District:** All | **Agenda Number:**

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3.4

FROM: Community Action Partnership
of Riverside County

DATE: January 26, 2012

SUBJECT: Release Order #5660024033
with Southern California Gas Company
for the Direct Assistance Program

PAGE: 2 of 3

BACKGROUND:

On June 2, 2009 (#3.22), the Board of Supervisors approved the Master Service Agreement #6160014874, with SCGC authorizing CAP Riverside to install weatherization measures, including appliance repair and replacement, in homes of eligible low-income residents of Riverside County and conduct energy education workshops.

Release Order #5660024033 establishes the initial allocation for program year 2012 in the amount of \$13,353, for the term January 1, 2012 through June 30, 2012.

FINANCIAL IMPACT: No County General Funds will be required.

CONCUR/EXECUTE: Auditor Controller

MYJ:KS:jb

FROM: Community Action Partnership
of Riverside County

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for the Direct Assistance Program

PAGE: 3 of 3

SCHEDULE A

Community Action Partnership of Riverside County
Budget Adjustment
Fiscal Year 2011/2012

INCREASE IN APPROPRIATIONS:

CAARC-21050-5200200000-536240	Other Contract Agencies	\$13,353
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INCREASE IN EST. REVENUE:

CAARC-21050-5200200000-781480	Program Revenue	\$13,353
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A  Sempra Energy utility®

Southern California Gas Company Release Order

PROJECT: ESAP 2012 Bridge Funding CAP Riverside - Wx	RELEASE ORDER NO.: 5660024033
EFFECTIVE DATE: 1/1/2012	

In accordance with Master Agreement No. 6160014874 (“Agreement”) between Southern California Gas Company (“Company”) and Community Action Partnership of Riverside County (“Contractor”) the services/work below are authorized and released as follows:

Project Name: ESAP 2012 Bridge Funding – CAP Riverside Wx
Company Project Manager: Mark Aguirre
Project Manager Phone No: 213-244-3281

SCOPE

Contractor will provide the Services as described in the Agreement between Company and Contractor.

Contractor acknowledges and agrees that Services performed under this Release Order, such as delivery of specific units, are program goals only and do not require or obligate Company to guarantee any total amount of remuneration to Contractor under this Release Order.

Contractor shall not submit any invoice for payment of Services that would cause the total invoiced amount, when added to the cumulative amount of remuneration previously paid to Contractor, to be greater than the current Not-To-Exceed funding limitation of this Release Order.

Any invoice, or portion of said invoice, submitted by Contractor that causes the cumulative amount of remuneration owed to Contractor to be greater than the Not-To-Exceed funding limitation of this Release Order shall be rejected and returned to Contractor.

TERM AND PROJECT SCHEDULE

The services/work shall commence on 1/1/2012 and shall be completed by 6/30/2012.

COMPENSATION

Contractor shall be compensated based on “units” in an amount Not-To-Exceed (“NTE”) **\$13,353.00** as more fully described in SCHEDULE A. Contractor hereby agrees to accept as full compensation for satisfactory performance of the Services the labor rates and factors described in SCHEDULE A.

CHANGE ORDERS

Delete Section 3 (CHANGE ORDERS) in SCHEDULE A of the Agreement in its entirety and replace with the following:

“Company may, by written change order hereto, make changes to the Services or change the Not-To-Exceed funding limitation covered by this Agreement. If such change causes an increase or decrease in the price of the units or time of performance of this Agreement, the parties hereto shall negotiate, in good faith, an equitable adjustment in the price or schedule of this Agreement. However, Contractor shall, upon written demand from Company, proceed with said change notwithstanding the fact that an equitable adjustment has not yet been reached. In such event, Contractor shall submit to Company a written proposal, within fifteen (15) days of said demand, delineating its proposed adjustment. In the event a proposal is not received in fifteen (15) days, no adjustment shall be deemed necessary.”

DIVERSE BUSINESS ENTERPRISES

It is the policy of COMPANY to provide maximum opportunity for women, minority and service disabled veteran business enterprises, hereafter referred to as Diverse Business Enterprises ("DBE") to participate in the performance of contracts. As part of Company's efforts toward achieving its DBE goals, Company requests and expects as performance under this Agreement, Contractor to utilize DBE subcontractors and suppliers as stated in Contractor's DBE Subcontracting Commitment and Reporting Policy, wherein Contractor agrees to achieve specified commitment, stated in DBE Subcontracting Commitment and Reporting Policy, for DBE participation in relation to the firm fixed price and periodically report to Company such participation attainment, which participation level may be amended from time to time.

CERTIFICATES OF INSURANCE

Add the following language in SCHEDULE B of the Agreement under Contractor's Responsibility:

“Insurance

Certificates of insurance (COI) shall be provided per Section 9.2 of the Low Income Energy Efficiency Program Statewide Policy and Procedures Manual (“P&P”).

The Contractor will submit the following immediately upon renewal of the COI to Company:

- **FAX** Certificate(s) directly to Ebix BPO via FAX at 1-888-745-2492.
Important: do not mail the Certificate(s) of Insurance
- **EMAIL** a copy of Certificate(s) the following addresses:
SM-InsAdmin@semprautilities.com and ESAPcontracts@semprautilities.com
- Contractor will have 3 business days to submit their COI to the personnel stated above. Failure to comply may result in Contractor being “locked-out” of the HEAT system.”

TIMELINES

Delete any reference to “Timeline(s)” in SCHEDULE F of the Agreement and replace with the following:

E&A Timelines

The table below identifies the timelines and requirements for addressing Enrollment and Assessment services authorized by this agreement. Company reserves the right to reassign any customer leads or enrollments exceeding thirty (30) calendar days. Failure to address Company assigned leads or to complete enrollments within thirty (30) calendar days may result in a decrease of enrollment referrals and/or termination of this Agreement.

E&A Timeline Summary	
Description/ Results	Requirements
Contractor shall complete ¹ all enrollments assigned by Company within thirty (30) calendar days from the date assigned.	
Data Entry	Contractor has ten (10) calendar days from enrollment to data enter the information in the HEAT System (see customer agreement and assessment workflow steps)
Invoices	Invoices shall be submitted within five (5) calendar days from the time the Work Order work flow step is closed.
Background/Drug Testing	Background/Drug Testing should be completed no more than thirty (30) days prior to request for enrollment and training course.
¹ Complete means the enrollment has been performed and the results data entered into the HEAT system.	

Weatherization Timelines

The table below identifies the timelines and requirements for addressing Wx. Company reserves the right to reassign any jobs exceeding thirty (30) calendar days. Failure to complete jobs within thirty (30) calendar days may result in a decrease of job referrals and/or termination of this Agreement.

Wx Timeline Summary	
Description/Results	Requirements
Contractor shall complete ¹ all jobs assigned by Company within thirty (30) calendar days from the date assigned.	
Appliance Repair & Replacement Work Order form	<ul style="list-style-type: none"> Contractor shall submit a completed Appliance Repair & Replacement Work Order form to the Company within ten (10) business days from date of referral when repairing or replacing an appliance, and fourteen (14) calendar days from weatherization installation date to data enter measures in the HEAT System, plus submittal of accurate paperwork.
Hazardous Condition	Contractor representative shall immediately notify the Company. Please see details in the Hazardous Condition Section below.
Complaints	Contractor shall contact Customer within twenty-four (24) hours of notification of complaint. In general, all complaints shall be resolved within ten (10) business days.
Invoices	Invoices shall be submitted within five (5) calendar days from the time the Work Order work flow step is closed.
¹ Complete means the job has been performed and the results data entered into the HEAT system.	

TABLET PC

Delete the language in SCHEDULE F of the Agreement under the title "Tablet PC" and replace with the following:

"As part of the Company's "Go Green" initiative, the Company may require Contractor's Outreach Personnel to utilize Tablet PC to enroll customers in the Program. Contractor is responsible for any lost, stolen, or damaged equipment that is supplied to support the Go Green initiative. Company will supply paper required for printing on the Tablet PC in lieu of supplying customer agreement and assessment forms. Any fraudulent activity conducted on company issued Tablet PCs may lead to contractor termination and decertification."

FORMS

Delete the Section titled "Paper Documents" in SCHEDULE F of the Agreement and replace with the following:

Weatherization Forms

- a. **Household Income Worksheet (HIW)** is used by Outreach Specialist to record the number of household members and calculate the total household income. Applicant and Outreach Specialist must sign and date the worksheet. It must be completely filled out and attached to the Customer Agreement. NOTE: only the "Total Household Income" amount may be rounded.
An HIW is required for all enrollment types except when household has been qualified by other IOU. If other IOU has done the qualification a copy of other IOU's enrollment is required in lieu of the HIW.
- b. **Assessment Form** (or Company approved contractor assessment form) is used to identify program services which may be feasible for installation. The non-feasible code for all measures which are not being recommended must be included on the form.
- c. **Energy Education and Resource Guide** is distributed to each qualified applicant at the time of program enrollment. Outreach specialist must review the Energy Education and Resource Guide with the applicant at the time the applicant is signed up for the program.
- d. **ESAP Welcome Letter** is distributed to each qualified applicant at the time of program enrollment. Outreach specialist must review the Welcome Letter with the applicant at the time the applicant is signed up for the program.
- e. **Customer Agreement** is used to enroll SoCalGas customer into the program and should be completely filled out, including the statistical data section. The owner or tenant (if applicable), must sign and date this document. The Outreach Specialist should also sign and date this document.
- f. **Property Owner Agreement** must be signed and dated by the owner or an authorized representative for renter occupied dwellings where the owner approval is not provided on another Company approved form.
- g. **Notice of Unsatisfactory Condition** form is used to notify a customer when a hazardous and/or unsatisfactory condition is encountered on gas appliances, equipment, or facilities.

- h. **Weatherization Work Order** is used to identify program services installed in the home.
- i. **Duct Testing and Sealing Work Order** form is used to record duct testing and sealing information when performed as a program measure.
- j. **CF6R** is used to record duct testing and sealing information for furnace replacements that fall under Title 24 duct testing and sealing requirements.
- k. **Appliance Caution Tag** is left on an appliance to indicate the appliance is unsafe to use.

E&A Forms

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- f. **Customer Agreement** is used to enroll SoCalGas customer into the program and should be completely filled out, including the statistical data section. The owner or tenant (if applicable), must sign and date this document. The Outreach Specialist should also sign and date this document.
- g. **Property Owner Agreement** must be signed and dated by the owner or an authorized representative for renter occupied dwellings where the owner approval is not provided on another Company approved form.

ZIP CODES

Delete the zip codes identified in SCHEDULE G of the Agreement and replace with the following:

91720	92320	92666
91752	92501	92667
92201	92503	92668
92203	92504	92669
92207	92505	92694
92210	92506	92809

92211	92507	92860
92220	92508	92862
92223	92509	92879
92225	92518	92880
92227	92530	92881
92230	92532	92882
92231	92543	92883
92233	92544	96662
92234	92545	
92236	92548	
92239	92551	
92240	92553	
92241	92555	
92243	92557	
92249	92562	
92250	92563	
92251	92567	
92253	92570	
92254	92571	
92256	92582	
92257	92583	
92258	92584	
92260	92585	
92262	92586	
92264	92587	
92270	92590	
92272	92591	
92273	92592	
92274	92595	
92276	92596	
92281	92637	
92282	92665	

INVOICING INSTRUCTIONS

The Contractor shall send all invoices and supporting documents to the following address:

Billing Address: SoCalGas
ESAP Appliance Lead
ML GT 12E2
P.O. Box 513249
Los Angeles, CA 90051-1249

Invoices shall be submitted within 10 calendar days from when the Work Order work flow step is closed.”

E&A Invoicing Requirements

All enrollment types must have the following forms included for invoicing:

- Customer Agreement
- Household Income Worksheet (HIW)
- Assessment Worksheet get additional language
- Property Owner Authorization (POA)- for renters
- High Efficiency Washer Pre-Assessment Worksheet (if applicant is eligible)

In addition, the table below lists documents that must be submitted with the invoice package to prove eligibility:

Enrollment Services	Description	Additional Documents/Forms Required for Invoicing
Full Document Enrollments	Enrollments where eligibility must be determined by collecting income documentation from all household members.	None. See above.
Self-Certified/Categorical Enrollments	Enrollments where eligibility is determined by confirming receiving proof of a household member's participation in an authorized categorical program and/or where customers certify household income using the self-certification process described in the P&P manual.	Provide Program approved documentation showing participation of the Categorical Program as specified in the P&P; current DMRI print out showing participation in either CARE PEV or eligible Prizm code.
Other IOU Enrollments	Enrollments that have been previously enrolled by another IOU within the last 12 months.	In lieu of the HIW, copy of the other IOU's agreement signed within the last 12 months.
LIEE Program Services Declined	Form is completed to document leads that do not turn into enrollments.	LIEE Program Services Declined form

Weatherization Invoicing Requirements

Services	Description	Forms Required for Invoicing
Weatherization	See definition of Weatherization in Schedule D.	Weatherization Work Order or approved Contractor work order form, and additional documentation to support specialty items.
Appliance Services	Furnaces Water Heaters	Company copy of appliance repair & replacement work order and additional documentation to support specialty items.
Duct Testing		Company copy of Duct Testing and Sealing work order

RELEASE SCHEDULES

The following Schedules are attached hereto and incorporated by reference herein:

SCHEDULE A - COMPENSATION

This Release Order shall be governed by the terms and conditions of Agreement No. 6160014874. No other terms and conditions shall be of force or effect except those referenced above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of 1/1/2012.

Southern California Gas Company

Community Action Partnership of Riverside
County

By: _____

By: _____

Name:

Name:

Title:

Title:

FORM APPROVED COUNTY COUNSEL

BY:

NEAL R. KIPNIS

DATE

Handwritten signature of Neal R. Kipnis and date 1/1/12

SCHEDULE A – COMPESATION

**SOUTHERN CALIFORNIA GAS COMPANY
2012 COMPENSATION**

Contractor’s performance and Company’s commitment is **driven by units, not dollars**. Once Contractor has completed its unit goal, the commitment between Contractor and Company is complete.

Any increase in units or dollars MUST receive written approval by Company prior to commencement of work. Failure to do so may result in nonpayment of services rendered prior to approval.

Units completed and/or expenses incurred from previous program years are deducted from the Program Year in which it is paid.

Maximum Units Not To Exceed (NTE): 30

Maximum Contract Amount Not To Exceed (NTE): \$13,353

Contractor Allocation Review Timeline	Milestone % of Unit Goal	Enrollment Unit Goal	Weatherization Unit Goal	Dollars Available for Invoicing	Projected Dollars Release Date
Mar 18 th	55%	17		\$7,344	March 31 st
May 18th	80%	24		\$13,353	May 31 st
June 29th	100%	30	COMPENSATION	N/A	N/A
Total¹		30		\$13,353	

*Contractor's progress will be reviewed based in the timelines identified above.

*If Contractor has met 85% of milestone enrollment unit goal (includes units that are paid and pending utility approval), then additional dollars for invoicing will be released in the HEAT system.

¹Not To Exceed (NTE) units and dollars.

ENROLLMENT AND ASSESSMENT

	SERVICE TYPE	REIMBURSEMENT	FREQUENCY
Enrollment	Customer is enrolled into the LIEE Program by another Investor Owned Utility (IOU) and no income-documentation is required for SCG enrollment.	\$26.00	One per home
	Customer is not enrolled into the LIEE Program by another IOU- Self Certification	\$42.00	
	Customer is not enrolled into the LIEE Program by another IOU-Full Documentation	\$46.00	
Enrollment Assessment	Assessment for all Gas Measures	\$20.00	One per home

He Clothes Washer Assessment	Assessment for HE Clothes Washer- Complete clothes washer assessment form. Home must have an operational clothes washer and dryer.	\$5.00	One per home
Program Services Declined	Program Services Declined- Document and data entry of customer unwilling or unable to participate.	\$4.00	One per home and only when customer is NOT enrolled
Energy Education	Reimbursement is provided only if contractor is not billing another IOU for the same service. (Standard)	\$15.00	One per home
	Reimbursement for homes where customer is enrolled in another IOU LIEE Program at the same time. (Leveraged)	\$7.50	
Admin/Program Support	Admin and Program Support Services (includes processing, data entry, back office support and invoicing)	\$25.00	One per home
Processing	Processing	\$15.00	One per home
Note: Contractor shall utilize the HEAT System for the most current ESAP materials and pricing. New or Updated materials and/or pricing changes will be communicated through ESAP Program Updates and added to the HEAT System.			

WEATHERIZATION

WEATHERIZATION FEES	UNIT	REIMBURSEMENT TOTAL
Admin & Program Support Services - When Measures are Installed	Per Home- Weatherization measures must be installed.	\$20.00
Assessment - When Measures are Installed	Per Home- Weatherization measures must be installed.	\$15.00
Crew Trip Fee - Applies only to work orders enrolled by a different contractor	Per Home- Cannot be charged in conjunction with "Crew Trip Fee" below.	\$67.80
Crew Trip Fee- Applies only to dwellings that received water measures only (Outreach and Installation completed by same contractor)	Per Home- Cannot be charged in conjunction with "Crew Trip Fee" above.	\$33.90
Processing - When measures are installed	Per Home- Weatherization measures must be installed.	\$10.00

WEATHERIZATION MEASURES/SERVICES	UNIT	VARIABLE COSTS	REIMBURSEMENT TOTAL
Air Conditioner Cover (Window/Wall)	Each		\$35.50
Attic Access Door	Each		\$29.75
Attic Access Weatherstripping	Each		10.75
Attic Insulation - R11 (Barriers)	Per Sq. Ft.	\$0.54 Per Sq. Ft.	Varies
Attic Insulation - R13 (Knee wall)	Per Sq. Ft.	\$0.54 Per Sq. Ft.	Varies
Attic Insulation - R19	Per Sq. Ft.	\$0.81 Per Sq. Ft.	Varies
Attic Insulation - R30	Per Sq. Ft.	\$1.08 Per Sq. Ft.	Varies
Attic Insulation - R38	Per Sq. Ft.	\$1.35 Per Sq. Ft.	Varies

WEATHERIZATION MEASURES/SERVICES	UNIT	VARIABLE COSTS	REIMBURSEMENT TOTAL
Caulking- (Maximum of 100' without Company approval)	Per Lin. Ft.	\$0.37 Per Lin. Ft.	Varies
Combustion and Ventilation Air (CVA)	Each Appliance		\$58.25
Deadbolt	Each		\$33.50
Door - 24", 28", 30", 32", & 36" Solid Core 1 3/8 or 1 3/4"	Each		\$101.00
Door - 34" & 42" Solid Core	Each		\$160.75
Door - 24", 28", 30", 32", 34", & 36" Solid Core Half lite, 1 3/8" or 1 3/4"	Each		\$160.75
Door- Louvered	Each		\$124.00
Door Handle	Each		\$5.25
Door jamb stock including caulking	Per Lin. Ft.	\$2.54 Per Lin. Ft.	Varies
Door or window casing including caulking	Per Lin. Ft.	0.63 Per Lin. Ft.	Varies
Door Shoe	Each		\$18.50
Door stop including caulking	Per Lin. Ft.	\$0.51 Per Lin. Ft.	Varies
Door Threshold	Each		\$20.50
Door Weather-stripping & Caulking	Each		\$43.75
Dormer/Gable/Muschroom/Vent	Each		\$55.50
Double door slide bolt	Each		\$11.25
Dryer Venting - Opening With Vent	Each		\$58.25
Dryer Venting - Vent Only	Each		\$21.25
Duct Repair – in conjunction with Ceiling Insulation	Each		\$20.75
Eave Vent	Each		\$19.75
Evaporative Cooler Register Cover	Each		\$35.50
Exhaust Venting (Kitchen/Bath) - Opening With Vent	Each		\$58.25
Exhaust Venting (Kitchen/Bath) - Vent Only	Each		\$21.25
FAU Closet Door Latch	Each		\$16.25
Faucet Aerator	Each		\$6.50
Faucet Aerator Adapter	Each		\$6.50
Flex Connector (done in conjunction with Standing Pilot Retrofit Kit)	Each		\$23.75
Foam Tape (FAU/WH Closet Door)	Each		\$10.75

WEATHERIZATION MEASURES/SERVICES	UNIT	VARIABLE COSTS	REIMBURSEMENT TOTAL
Furnace Clean and Tune	Each		\$56.50
Furnace Filter (done in conjunction with Furnace Clean and Tune)	Each		\$10.50
Glass: D.S. or S.S. including glazing compound. (Per sash)	Per Sq. Ft.	2.54 Per Sq. Ft.	Varies
Glass: Specialty	Each	Cost + 10%	Varies
Glass: Tempered or Polycarbonate including glazing compound. (Per sash)	Per Sq. Ft.	\$4.00 Per Sq. Ft.	Varies
Glazing Compound per window-from corner to corner (At least one entire edge)	Per Window		\$11.00
Hand Held Showerhead	Each		\$34.00
Hinges, locking pin	Each		\$12.00
Hinges, loose pin	Each		\$9.75
Hinges, spring	Each		\$16.75
Line Valve (done in conjunction with Standing Pilot Retrofit Kit)	Each		\$23.75
Lockset	Each		\$33.50
Lockset Brace (1 per door)	Each		\$35.25
Louvered (jalousie) Windows (glass panel)	Each		\$10.00
Low Flow Showerhead	Each		\$16.75
Natural Gas Appliance Testing (NGAT) – Leveraging Fee (per home)	Per Home		\$1.00
Natural Gas Appliance Testing (NGAT)-(per home)	Per Home		\$28.50
New Attic Access (24" x 30")	Each		\$70.00
Roof Mastic (per appliance)	Each		\$12.25
Seal FAU Platform (Caulking Around Base)	Each		\$17.00
Shower Adapter	Each		\$5.25
Shower Diverter Valve	Each		\$33.25
Silicone Caulking (crack or bb hole)	Each		\$9.75
Specialty Door	Each	Cost + 10%	Varies
Standing Pilot Retrofit Kit (Requires C20 License)	Each		\$277.00

WEATHERIZATION MEASURES/SERVICES	UNIT	VARIABLE COSTS	REIMBURSEMENT TOTAL
Striker plate, regular	Each		\$6.50
Striker plate, safety	Each		\$6.75
Switch & Outlet Gaskets & Covers	Per Home		\$9.00
Utility Penetration	Per Home		\$10.25
Vent Screen	Each		\$9.75
Wall Repair (stucco patch or plywood)	Per Home		\$40.25
Wall Repair (tape joint compound, plaster)	Per Home		\$37.75
Water Heater Blanket – Central	Each		\$85.75
Water Heater Blanket– Individual	Each		\$51.00
Water Heater Pipe Insulation	Each		\$19.75
Weatherstripping- Mobile Home Door	Each		\$20.50
Window Set Assembly	Each	Cost + 10%	Varies
Duct Testing (includes Admin fee)	Per Appliance		\$133.00
Duct Sealing - 60 minutes or less	Per Appliance	Duct Sealing is limited to one fee per appliance and only if duct system has been sealed.	\$113.00
Duct Sealing - 61-90 minutes	Per Appliance		\$170.00
Duct Sealing - greater than 90 minutes	Per Appliance		\$226.00
Duct Board Installation	Per Appliance		\$61.25 Each

Note: Contractor shall utilize the HEAT System for most current items and pricing. Item/pricing changes will be communicated via Program Update.

APPLIANCE

APPLIANCE FEES	UNIT	Reimbursement Fee
Permit	Each	Actual Cost
Appliance jobs canceled by customer - Requires customer signed waiver	P/Home	\$56.50
Crew Trip Fee - Applies only to work orders enrolled by a different contractor. Appliance service not feasible.	P/Home	\$56.50
Dual Pack - Repair Exceeds Cap	Each	\$79.50
Return trip to customer home when appliance is beyond the warranty period. Requires DAP approval prior to returning to customer home.	P/Home	\$56.50
Service/CO Fee (\$56.50 trip charge + \$10 CO test)	Each	\$66.50

APPLIANCES		
Furnace Replacements (with prior Company approval). All prices include labor, material and flue CO test.		
WALL AND FLOOR UNITS	UNIT	Reimbursement Fee
Single Wall Furnace	Each	\$1,545.00
Dual Wall Furnace	Each	\$1,690.00
Direct Vent	Each	\$1,245.00
Floor Furnace – Up to 30K BTU	Each	\$1,545.00
Floor Furnace – 30K BTU to 50K BTU	Each	\$1,545.00
Remove Floor Furnace (Single)	Each	\$155.00
Remove Floor Furnace (Dual)	Each	\$205.00
Free Standing Kit (Only Installed with Wall Furnace)	Each	\$111.25
Rear Kit (Only Installed with Single Wall)	Each	\$63.25

		Reimbursement Fee	
FORCED AIR UNITS	UNIT	SINGLE - 80%	MOBILE - 80%
FAU Horizontal Units (ATTIC)*	Each	\$1,695.00	
Upflow Closet FAU – Up to 120K BTU	Each	\$1,660.00	\$1,825.00
Downflow Closed Combustion MH FAU – Up to 120K BTU - SHORT	Each		\$1,700.00
FORCED AIR UNITS	UNIT	SINGLE - 80%	MOBILE - 80%
Downflow Closed Combustion MH FAU – Up to 120K BTU - TALL	Each		\$1,755.00
Install Attic Platform (includes adding to an existing platform)	Each	\$75.00	
Install Attic Light (includes relocating the light)	Each	\$75.00	
Seal plenum and base on forced air units	p/home when applicable		\$34.50
FURNACE REPAIRS			
General Appliance Parts			
Part	Unit	Reimbursement Fee	
4" vent offset	Each	\$36.25	
4" Vent Pipe 8' or Less	P/Foot for Material + Labor	Varies	
Flashing	Each	\$41.25	
Flex Connector	Each	\$23.75	
Gas Control Valve- Millivolt	Each	\$179.25	
High Limit/Vent Switch	Each	\$56.00	

Line Valve	Each	\$23.75
Pilot Assembly	Each	\$54.25
Pilot Assembly w/Generator	Each	\$81.25
Pilot Generator/Cartridge	Each	\$47.25
Pilot Tubing	Each	\$18.25
R/L Pilot Assembly	Each	\$72.75
Raceway	Each	\$30.75
Storm Collar	Each	\$14.00
Thermocouple	Each	\$22.25
Thermostat	Each	\$57.00
Vent Cap	Each	\$28.75
Wall Strap	Each	\$23.50
Floor/Wall Furnace Parts (repair invoice cost not to exceed \$600 without consent from Company)		
Part	Unit	Reimbursement Fee
Firebox Gaskets (Wall only)	Each	\$16.00
Floor Furnace Repair Fee	Each	\$27.25
GCV 700513	Each	\$148.00
Regulator (Floor only)	Each	\$44.25
Thermostat Wires	Each	\$20.50

FAU Parts (repair invoice cost not to exceed \$850 without consent from Company)		
Part	Unit	Reimbursement Fee
2 wire pilot	Each	\$109.50
3 wire pilot	Each	\$113.50
Cam-Stat- F473	Each	\$81.50
Cam-Stat- FAL3	Each	\$110.25
Cam-Stat- FAL7	Each	\$104.75
Cam-Stat- FALTS57	Each	\$134.25
Capacitor	Each	\$17.00
Circuit Board	Each	\$116.50
Electrode	Each	\$48.00
Fan Center	Each	\$56.00
Fan Motor	Each	\$145.50
Fan Relay	Each	\$24.75
Fan Switch (temp actuated)	Each	\$36.25
Fan/Limit Control	Each	\$116.50
FAU - Door Handle	Each	\$5.00
FAU- Non-programmable thermostat	Each	\$79.00
FAU- Programmable thermostat	Each	\$94.50
Filter	Each	\$20.25
Flame Sensor	Each	\$54.50
Gas Control Valve- "Smart valve"	Each	\$224.75
Gas Control Valve- 24 volt	Each	\$126.00
Gas Control Valve- 5 wire gas valve	Each	\$175.25
Gas Valve-700422	Each	\$196.50
Gas Valve-720474	Each	\$217.00
Gas Valve-HSI/DSI	Each	\$186.50
Hard-Pipe to exterior of FAU cabinet- In conjunction with FAU Repairs	Each	\$5.00
Hot Surface Igniter	Each	\$53.00
Ignition Module	Each	\$180.00
Pig Tail	Each	\$24.25
Retrofit Kit	Each	\$277.00
Thermostat Wires	Each	\$38.75
Transformer	Each	\$32.00

Furnace Repair for Parts/Material Not Listed Above (use labor rate of \$56.50/hr)		
Material Cost	Markup	
0-\$50.00	100%	
\$50.01-\$150.00	75%	
Over \$150.00	50%	
- For parts not listed, a document on vendor letterhead showing part and price must be submitted to DAP office for approval and included with the invoice		
Water Heater Replacement	Reimbursement Fee	
All sizes Ultra-Low NOx	\$1,014.90 (includes cost of appliance, incidentals, flue CO test and installation).	
All sizes Non Ultra-Low NOx	\$821.10 (includes cost of appliance, incidentals, flue CO test and installation).	
Tankless Water Heater	Negotiated on a case by case basis as needed.	
Water Heater Repair Parts (repair invoice cost not to exceed \$200 without consent from Company)		
Part	Unit	Reimbursement Fee
3" Vent Pipe 8' or Less- Dual Wall	Per/foot	Varies
3" Vent Pipe 8' or Less- Single Wall	Per/foot	Varies
3" Elbow- Dual Wall	Each	\$34.25
3" Elbow- Single Wall	Each	\$14.00
Water Heater Enclosure, Slab & Stand (Shall only be done in conjunction with water heater replacement)		
Service/Fees	Unit	Reimbursement Fee
24" Enclosure	Each	\$192.49
30" Enclosure	Each	\$203.14
24" Slab	Each	\$37.55
30" Slab	Each	\$69.50
24" Stand	Each	\$82.53
30" Stand	Each	\$93.17

DUCT TESTING AND SEALING		
SERVICES/FEEES	Unit	Reimbursement Fee
Duct Testing (includes Admin fee)	Per Appliance	\$133.00
Duct Sealing - 60 minutes or less	Per Appliance	\$113.00
Duct Sealing - 61-90 minutes	Per Appliance	\$170.00
Duct Sealing - greater than 90 minutes	Per Appliance	\$226.00
Title 24 Compliance w/duct testing	Per Appliance	\$120.00
Title 24 Compliance w/o duct testing, w/ refrig measurement	Per Appliance	\$175.00
Refrigerant Charge	Per Appliance	\$50.00
Duct Board Installation (Minor caulking/sealing of the platform is not considered "Duct Board Installation)	Unit	Reimbursement Fee
Duct Board Installation	p/home when applicable	\$61.25
Note: Contractor shall utilize the HEAT System for the most current ESAP materials and pricing. New or Updated materials and/or pricing changes will be communicated through ESAP Program Updates and added to the HEAT System.		