

State of Hawaii
Department of Labor and Industrial Relations
Office of Community Services

Addendum Number 1
Date Issued: April 15, 2009

To

Request for Proposals

RFP Number: OCS LBR 903-19

**RFP Title: Weatherization Assistance Program (WAP)
Services for Low-Income Persons/The American
Recovery and Reinvestment Act (ARRA) of 2009
Date Issued: April 9, 2009**

Date: April 15, 2009

ADDENDUM NO. 1

To

REQUEST FOR PROPOSALS

RFP Title: Weatherization Assistance Program (WAP) Services for Low-Income Persons/The American Recovery and Reinvestment Act (ARRA) of 2009

RFP No.: OCS LBR 903-19

The Department of Labor and Industrial Relations, Office of Community Services is issuing this addendum to RFP Number: OCS LBR 903-19, **Weatherization Assistance Program (WAP) Services for Low-Income Persons/The American Recovery and Reinvestment Act (ARRA) of 2009** for the purposes of:

- Responding to questions that arose at the orientation meeting of April 14, 2009 and written questions subsequently submitted in accordance with Section 1-V, of the RFP.
- Amending the RFP.
- Final Revised Proposals

The proposal submittal deadline:

- is amended to <new date>.
- is not amended.
- for Final Revised Proposals is <date>.

Attached is (are):

- A summary of the questions raised and responses for purposes of clarification of the RFP requirements.
- Amendments to the RFP.
- Details of the request for final revised proposals.

If you have any questions, contact:

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Responses to Question Raised by Applicants
For RFP No.: **OCS LBR 903-19**
Weatherization Assistance Program (WAP) Services for Low-Income Persons
The American Recovery and Reinvestment Act (ARRA) of 2009

1. Can OCS provide website address for Davis-Bacon wage determinations?

Response: <http://www.gpo.gov/davisbacon/allstates.html>

Note: Regular WAP funding is not subject to Davis-Bacon. It is unclear whether WAP ARRA Stimulus funds are subject to Davis-Bacon. However, DLIR-OCS is requiring and will be following Chapter 104, HRS which is stricter and should accommodate for Davis-Bacon.

2. Due to additional reporting requirements mandated by the U.S. Department of Energy (USDOE) for WAP ARRA 2009 Stimulus funds, can awardees receive more than 5% of administrative funds?

Response: No, administrative funding will still be limited to 5%.

Note: USDOE statutorily limits funds to be used for administrative purposes to 10%. Not more than 5% may be used by the State, with the remainder to go to subgrantees. An exception to the 10 percent total administrative requirement may apply to subgrantees funded at less than \$350,000 of new DOE funds. See WAP Program Notice 08-1, 1.4.

3. One agency stated that a water heater capacity of 80 gallons is usually installed for family sizes consisting of 4 – 6 persons per household to meet the \$6,500 adjusted average expenditure limit for each weatherized unit. This includes all program costs, materials and labor. This agency anticipates that many of its target families will consist of 8 – 9 persons per household, thus requiring a heater capacity of 120 gallons or larger and making it more challenging to meet the \$6,500 adjusted average expenditure limit for each weatherized unit. How should the agency accommodate for this situation and will other measures of weatherization other than solar water heaters and Compact Fluorescent Light (CFL) fixtures/retrofitting be allowed?

Response: Historically, the adjusted average expenditure limit was much lower and set at \$2,500. There should be savings due also to “economies of scale” to help offset the higher price of installing appropriate sized water heaters that match the needs of larger family households with more than 6 persons. A number of households may not qualify for solar water heater systems, and might only qualify for CFL fixtures/retrofitting helping to substantially lower the adjusted average expenditure limit for each weatherized unit. No, only solar water heaters and CFL fixtures and retrofitting will be allowed under this RFP.

4. How and why did DLIR-OCS select or limit weatherization measures to solar water heaters and Compact Fluorescent Light fixtures/retrofitting?

Response: The timeline for procuring and obligating the WAP ARRA Stimulus funds is very short. Half of the monies need to be obligated by June 17, 2009. DLIR-OCS also met with several consultants to discuss which weatherization measures would give the biggest savings for each dollar invested. Solar water heaters and CFL fixtures/retrofitting are what the consultants recommended given the WAP constraints. Also, DLIR-OCS felt that the regular WAP program funds could be used for alternative weatherization installations and balance out the measures being installed by this stimulus fund program.

5. In the RFP, under Item II. Experience and Capability, Letter A. Necessary Skills, DLIR-OCS requests applicants to identify the specific staff in your organization who possess these skills, abilities and knowledge. Agency presenting question then stated that it's Human Resources Division brought to their attention that by identifying staff by name in the proposal application was in violation of the agency's policies opening them up to potential law suit by the named staff. Would DLIR-OCS permit that in lieu of staff identified by name, that the agency identified key staff by position?

Response: DLIR-OCS would allow applicants to identify key staff by position rather than using individual names.

6. Who will assess and assure that the physical building structure is sound and adequate to accommodate the weight and installation of the solar panels? If the structure is determined as not adequate to support the solar panels, can WAP stimulus funds be administered to correct this problem?

Response: The vendor is responsible for determining the adequacy of the structure to accommodate the added weight of installing solar panels. Installers also must be HECO approved vendors. No, WAP stimulus funds may not be used for building structural modifications.

7. In Section 2, Service Specifications; Item III. Scope of Work; Letter A. Service Activities (Minimum and/or Mandatory Tasks and Responsibilities); Number 3. Installation of energy saving devices. Installation services are limited to the following:

- a. Solar water heating systems – to be installed in homeowner or rental units having a family size of four (4) or more, using an electric hot water heater with a total dwelling consumption of 6,000 kilowatt hours or more per year.**

Clarification requested that total 6,000 kilowatt hours is not referring to electric heater and is referring to the total household consumption.

Response: DLIR-OCS clarified that the specification refers to the total annual household consumption and not to the electric water heater.

8. In Section 5, Attachments; Item A. Proposal Application Checklist; agency requested clarification for three items marked with “x” and not listed under Program Specific Requirements.

Response: The three items that were inadvertently omitted under Program Specific Requirements that should have been listed in the table are as follows:

Item	Reference in RFP	Format/Instructions Provided	Required by Purchasing Agency	Completed by Applicant
Program Specific Requirements:				
Audit with Management Letter	Section 3, RFP		X	
Organization Charts	Section 3, RFP		X	
Output and Performance/Outcome Measurements Table	Section 3, RFP	Section 5, RFP	X	