



100 West 13th Avenue, Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411



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Contract No. 20-M-0052

REPLACEMENT MECHANICAL SYSTEMS FOR Homes for Good Housing Agency of Lane County WEATHERIZATION PROGRAM

Homes for Good
100 West 13th Ave.
Eugene, OR 97401

FOR: Homes for Good
Steve Jole-Director
Energy Services
(541) 682-2563
sjole@homesforgood.org



INSTRUCTION TO BIDDERS

Submittal of Bids: 1 Original Copy with All Literature

Sealed bids will be received at HOMES FOR GOOD, 100 West 13th Ave., Eugene OR, 97401 until 3:00pm PST, Tuesday September 29th, 2020.

ALL MAILED PROPOSALS SHALL BE ADDRESSED AS FOLLOWS:

Contract No. 20-M-0052
Attn: **Daniel Roth-Lead Auditor/Inspector**
Homes for Good
100 West 13th Ave.
Eugene, OR 97401

The envelopes shall also have stated therein the name and address of the submitting firm.

HAND DELIVERED COURIER OR PACKAGED DELIVERY SERVICE SHALL BE DELIVERED DIRECTLY TO:

Contract No. 20-M-0052
Attn: **Daniel Roth-Lead Auditor/Inspector**
Homes for Good
100 West 13th Ave.
Eugene, OR 97401
541-682-2594

BIDS WILL NOT BE ACCEPTED THEREAFTER. ALL BIDS RECEIVED AFTER SAID TIME AND DATE WILL BE RETURNED UNOPENED TO THE BIDDER.

BIDS SUBMITTED VIA FAX WILL NOT BE ACCEPTED



QUESTIONNAIRE

**WARRANTY & SERVICE LOCATION:
(BIDDER TO COMPLETE):**

(Failure to furnish this information will be cause for rejection of bid.) State the warranty and/or guarantee provisions applicable to this equipment or attach warranty form with your bid for each heating system. (1-year complete coverage minimum)

State specific business address where service and/or maintenance will be obtained.

GENERAL REQUIREMENTS

1. **COMPARISON OF BIDS:**

Award will be made to the vendor offering equipment, price, service, delivery and support deemed to be to the best advantage of HOMES FOR GOOD and their clients. HOMES FOR GOOD shall be the sole judge in making this determination.

2. **RIGHT TO REJECT BIDS:**

HOMES FOR GOOD reserves the right to reject any and all bids and to waive informalities or irregularities in bids.

3. **LITERATURE:**

Bidders shall submit literature that fully describes items on which they are bidding, no later than the closing date of this bid. Any and all literature submitted must be identified with vendor's name and address. **Submit 1 Original with all literature.**

4. **PREPARATION OF BID:**

Any travel expenses and/or bid preparation costs regarding this bid are the sole responsibility of the Bidder. All bid documents; prints and any detailed drawings shall be the property of HOMES FOR GOOD once submitted.



5. MAINTENANCE:

The successful bidder shall be required to maintain the various heating systems supplied as part of the bid during the warranty period.

6. FACTORY MANUALS:

The successful bidder shall provide parts and repair manual for the various mechanical systems being supplied and contract information to the home owner. Failure to meet these requirements shall cause a delay in payment.

7. PRE-DELIVERY AND INSPECTION:

Prior to delivery, furnaces shall be completely inspected and serviced by the delivering dealer and/or the manufacturer's pre-delivery service center (if applicable).

8. PAYMENT:

The bidder agrees to provide various mechanical systems and other requirements as stated in this Request for Proposal, HOMES FOR GOOD agrees to pay bidder according to the terms and conditions stated in the Proposal. Should deficiencies be detected in the equipment supplied, payment, or the commencement of a discount period, (if applicable) will not be made until the defects are corrected and accepted by HOMES FOR GOOD.

9. LICENSING, BONDING INSURANCE:

The Successful Bidder must produce evidence of current licensing, bonding, insurance and Lead certifications, satisfactory to HOMES FOR GOOD.

10. DELIVERY AND INSTALLATION INSTRUCTIONS:

The Successful Bidder will be responsible to deliver and install the new replacement equipment and removal, recycling of the old system under this Bid Proposal. The Successful Bidder shall be responsible for connecting the new replacement equipment (where applicable) to existing water pipes, duct work, gas piping and electrical supply. The installing contractor will provide all required permits with signed final inspection of all HVAC installations. The installed product shall be completely ready for use. The Successful Bidder shall have 2 weeks, between the hours of 8:00am to 6:00pm to deliver and install the new equipment. If the lowest responsible bidder cannot complete an installation within the required time line, the bid for that installation will be awarded to the next lowest responsible bidder. At the discretion of the Energy Services Program Manager additional time may be allowed in writing. Regardless of condition, the whole of the original equipment must stay removed from all utilities and decommissioned.



11. DEVIATIONS:

Failure on the part of the bidder to comply with all requirements and conditions of the price request and any specification modifications will be cause for rejection of bid. No exceptions to, or deviations from, this specification will be considered unless the bidder in the designated places specifically states each exception or deviation. Any alternative unit specified must have performance characteristics equal to or greater than the unit specified. If an alternative unit is specified, a manufacturers specification sheet must be supplied with quote. If no exceptions or deviations are shown, the bidder will be required to furnish the equipment exactly as specified herein. The burden of proof of compliance with this specification is the responsibility of the bidder.

While it is not the intent of these specifications to eliminate prospective bidders, bidders must note any deviations from the specifications in order that HOMES FOR GOOD may evaluate the submitted Bid Proposal. **Failure to note any deviations or exceptions for specific equipment may cause the specific equipment to be disqualified.**

12. EQUIPMENT STANDARDS:

The equipment and heating systems being supplied shall be new (unused), Energy Star rated (when applicable), current model year production and equal in style, quality and appointments to those offered to the general public. The equipment shall be supplied with all accessories considered standard equipment for make and model specified. Equipment shall be delivered complete and functionally ready to operate. **All equipment must meet the specific standards listed on page 10-11 relating to each type of system.**

13. BID INSTRUCTIONS:

Bids, in order to receive consideration, shall be made in accordance with these instructions:

- (a) Bids shall be made only upon the forms provided in the Bid Documents, with all items properly filled out. Non-erasable permanent ink shall be used; when requested on Bid Sheet, numbers shall be stated both in writing and in figures; signatures of all persons signing shall be in long-hand; and completed forms shall be without interlineations, alterations or erasures.
- (b) The person signing this bid hereby represents and warrants that he/she is fully authorized to bind the Bidder.
- (c) Alternate proposals will not be considered unless specifically called for. No oral, telephonic or electronic proposals or modifications will be considered. Bid forms shall have no blank spaces. A bid price shall be indicated for each bid item, or the word "None" entered.



- (d) Before submitting a Bid, each Bidder shall carefully examine and read the Specifications and all other parts of the Bid Documents, be fully informed as to all existing conditions and limitations and shall include in the Bid a sum to cover the costs of all items included and necessary to perform fully the entire contract.
- (e) Bids must be delivered to HOMES FOR GOOD. Each bid must be in a sealed envelope. All bids must be received by 3:00pm PST, Tuesday, September 29th, 2020. Each Bid Proposal must be submitted on the Bid Form(s) obtained from HOMES FOR GOOD.
- (f) It is the Bidder's responsibility to see that the Bid is received in proper form, time and place. If any Bid is received after the scheduled closing time for receipt of Bids, it shall be returned to the Bidder unopened.

14. ADDENDA:

Questions must be submitted in writing 7 days prior to closing of bid period to be considered as a qualified addendum item to contract. Any written addenda issued before or during the time of bidding shall become a part of the Specifications and/or Bid Documents and shall be signed and attached to the Bid Proposal and made a part of the contract. Failure to submit the addendum will be cause for rejection of the bid.

15. OPENING BIDS:

Bids will be publicly opened and read as set forth in the Instruction to Bidders. In case only one Bid is received, such Bid may be properly opened and read publicly in the usual manner. Bidders or their representatives and other interested persons may be present at the opening and reading of Bids. Additionally, opening and reading of Bids will be viewable virtually via ZOOM or similar social media platform. Bids will be evaluated, and award order established by the lowest bid on individual qualifying equipment.

16. WITHDRAWAL OF BIDS:

Any Bid may be withdrawn any time prior to the time fixed for opening of Bids only by a written request filed with HOMES FOR GOOD for the withdrawal of the Bid. The Bidder or his duly authorized representative shall execute the request. The withdrawal of the Bid does not prejudice the right of the bidder to file a new Bid prior to time of opening. No Bids may be withdrawn after opening of Bids.

17. DISQUALIFICATION OF BIDDERS:

More than one Bid Proposal from an individual, a firm or partnership, a corporation or an association under the same or different names will not be considered. Reasonable grounds for believing that any bidder is interested in more than one Bid Proposal for the Bid contemplated will cause the rejection of all Bid Proposals in which such bidder is interested. If there is reason for believing that collusion exists among the bidders, any and all Bids may be rejected.



18. METHOD OF AWARD:

In the interest of HOMES FOR GOOD, award will be made to the vendor offering equipment, price, service, delivery and support deemed to be to the best advantage of the Agency. The Agency's intention is to use the fewest possible contractors per job. HOMES FOR GOOD shall be the sole judge in making this determination.

19. DISCREPANCIES OF PRICES:

In the case of discrepancy between unit prices and totals, unit prices will prevail. In case of discrepancy between words and figures, words will prevail.

20. CONTRACT TERM:

The contract shall be effective for a 12-month period beginning with the date of award, with an option to negotiate an extension for an additional (3) 1-year periods up to a maximum of 4 years. The option to extend will be exercised only if HOMES FOR GOOD determines:

- a. That the service, material, equipment has been satisfactory
- b. That the bid prices remain the same, or
- c. That the bid prices if increased will be increased by a percentage not exceeding the percentage of increase in the Consumer's Price Index and a letter must be provided to HOMES FOR GOOD listing the item(s) and providing the reasons for the price increase.
- d. Extension of the bid will be affected by the issuance of a letter of extension to the Bidder by HOMES FOR GOOD.
- e. That HOMES FOR GOOD's specifications/requirements have not significantly changed

21. ADDITIONAL PURCHASE(S):

HOMES FOR GOOD may wish to purchase other types of mechanical equipment and/or related materials during the fiscal year(s) at a reasonable cost pending budget constraints. Bidder shall indicate to HOMES FOR GOOD if they agree to this option or decline this option.

YES: _____

NO: _____

22. BIDDER EMERGENCY CONTACT PERSON:

24-Hour emergency telephone number: (____) _____ - _____

Contact Name: _____



23. CONTACT:

Any formal questions regarding this Bid Proposal must be submitted in writing to:

**Daniel Roth
Lead Energy Auditor/Inspector
HOMES FOR GOOD
100 West 13th Ave.
Eugene OR 97401**

You may contact Daniel Roth by email droth@homesforgood.org with any informal questions or requests for additional information or call for general information or discussion at 541-682-2594.

24. DISCONTINUED EQUIPMENT PROCESS:

The Successful Bidder must notify the Weatherization Program in a timely fashion when equipment on the contract has been or will be discontinued in writing. The successful bidder shall submit a replacement in writing as close to specification as possible. Pricing shall not be affected, but in the event that pricing has been affected, the successful bidder must submit the new pricing for HOMES FOR GOOD's written approval.

In the event the successful bidder is unable to deliver and/or provide specified equipment under this Bid, HOMES FOR GOOD has the right at their discretion to solicit from another vendor and obtain the necessary equipment needed to complete the order.

25. BILLING:

The billing shall include the following information at a minimum. No invoice payments will be made without including the following items.

- **Client's ship-to name and complete address.**
- **Detailed item description including all energy ratings for the entire system.**
- **Serial and model number for all installed equipment**
- **RFP bid price listed first, itemized change orders listed second**
- **Make, size and description of old equipment that has been replaced**
- **Installation date and time**
- **Documented "approved" final inspections for all required permits**
- **All required lead documentation (see contract item #27)**
- **PTCS documentation as required**



26. CHANGE ORDERS:

In the event the requested equipment is not an RFP item, or the RFP item is not compatible, a change order may be approved through HOMES FOR GOOD's Energy Auditors. Pre-approval is required before any alterations to the listed RFP equipment or installation alternatives.

27. CERTIFICATION FOR LEAD SAFE RENOVATORS:

All individuals performing weatherization **must** be either certified renovators or have been trained by a certified renovator. Training is required prior to performing any weatherization work that will disturb potentially lead based materials in homes built before 1978. All contractors **must** be a certified firm. In cases that exceed EPA de minimis level, Contractors must document LRRP (US EPA Lead Renovator Repair and Painting) lead safe work practices were properly implemented (e.g., photos of the site, containment set up, etc.). HOMES FOR GOOD can pay for LRRP certification.

28. WORK STANDARDS:

All work is to be installed and completed based on Oregon's Weatherization Specs, as well as all other applicable local, state and federal codes. (All successful RFP proposals will be required to sign off acknowledging receipt of Oregon WX Specs.)

29. SILENCE OF SPECIFICATIONS:

Any apparent silence on any specifications and/or supplemental specifications as to any detail or apparent omission from a detailed description concerning any point shall be regarded as meaning that only the best commercial practice is to prevail and that only material and workmanship of first quality is to be used.



All plenums that are exposed on removal of furnaces will be sealed with mastic as per PTCS specifications. HOMES FOR GOOD will provide training if needed. We expect these installations to give our clients turnkey use of their new equipment. When site specific circumstances dictate a difference (size upgrade for instance) HOMES FOR GOOD will authorize a change order to accommodate.

EQUIPMENT SPECIFICATIONS - LISTING

Only submit proposals for the equipment and locations you are willing to provide.

- Gas 40k BTU 90%+ for mobile homes: (REPLACEMENT)
Unit will be Coleman VMA3-50D36N or equivalent brand/model
Must be Energy Star certified
Plenum to be sealed as per PTCS requirements
Unit must draw combustion air from outside, not from crawl space or attic
- Gas 60K BTU 90%+ for houses: (REPLACEMENT)
Unit will be Goodman GCS5960603BN or equivalent brand/model
Must be Energy Star certified
Plenum to be sealed as per PTCS requirements
Unit must draw combustion air from outside, not from crawl space or attic
- 12 KW mobile home electric furnace: (REPLACEMENT)
Unit will be Coleman model EB12D or equivalent brand/model
Plenum to be sealed as per PTCS requirements
- 2½-ton Heat Pump* with variable speed air handler: (REPLACEMENT)
Unit will be Lennox 14HPX-030-230-19 with CBX27UH-030230-603 air handler or equivalent brand/model. All components must be Energy Star certified and total system must meet Energy Star criteria. Ducts/plenum to be sealed as per EWEB and PTCS requirements existing electric furnace must be replaced
- Single-head ductless heat pump*: (NEW INSTALL)
Unit will be Daikin RXS12LVJU with FTX12VJU air handler or equivalent brand/model. All components must be Energy Star certified and total system must meet Energy Star criteria. Must be installed with a hard-wired, interior wall mounted thermostat BRCW901A08 or equivalent
- Electric 50-gallon water heater (AO Smith ENT50 or equivalent)
- Electric 40-gallon water heater (AO Smith ENT40 or equivalent)
- Gas .62 (or better) 40-gal water heater (AO Smith XCR40 or equivalent)
Unit must draw combustion air from outside, not from crawl space or attic
- 66-gallon heat pump water heater (AO Smith HPTU 66 120 or equivalent)



- On-demand condensing high-efficiency tankless gas water heater (AO Smith ATI-540H-N or equivalent)

***All heat pump systems will adhere to EWEB and BPA specifications and all Ductless systems must be on the approved BPA list of qualified ductless heat pumps.**

<https://www.bpa.gov/EE/Policy/Manual/Pages/IM-Document-Library.aspx>

ADDENDUM A: Task lists for a Maintenance Call.

Indoor Unit - Gas Furnace or Electric Air Handler

- Check and tighten electrical connections and terminals.
- Vacuum out blower compartment; return airdrop, and surrounding area. (No duct cleaning)
- Test and inspect all furnace safety controls.
- Replace or clean standard air filters.
- Check all fan motor bearings.
- Inspect and adjust blower for correct airflow.
- Test the thermostat functions and programming
- Measure heating systems temperature output.
- Measure and record electrical voltage, amperage, and component resistance.
- Check the system transformer, relays, contactors, and controls.
- Measure and record temperature rise across furnace and compare to unit rating plate.
- Inspect system for code violations and/or safety issues.
- Inspect main gas burners.
- Inspect the thermocouple and safety switch.
- Check the ignition/pilot assembly.
- Inspect the flue assembly and test flue gas drafting mechanism.
- Check gas manifold pressure.
- Check the induced draft blower motor, drive mechanism and fan assembly
- Inspect heat-exchanger(s) & combustion chambers for cracks, rusting, or problem areas.
- Advise customer on ways to reduce energy usage, improve safety and enhance comfort.



Outdoor Unit – Heat Pump or Air Conditioner

- Thoroughly wash coil. (Ambient temperature permitting)
- Inspect fan motor for excessive bearing wear.
- Lubricate motor and fan bearings as well as other moving parts as designed.
- Inspect, tighten and test all electrical connections. This includes disconnect switch.
- Test system start and run capacitors.
- Check prop blade for cracks
- Test all controls, switches, relays, contactors, motors, and fans.
- Measure starting and running amperes, line voltage, and control voltage.
- Test system-starting capabilities.
- Test system for proper airflow through the coil.
- Inspect and adjust all safety controls.
- Monitor refrigerant (Freon) pressures and temperatures.
- Check the fan motor and compressor operating temperatures.
- Make any necessary recommendations.



PRICELIST ITEMS

In addition to the proposed bid items HOMES FOR GOOD may include the following items from our “Weatherization Measure Pricelist” in HVAC Work Orders when appropriate.

- Add cost of lead safe work practices for HVAC installations as required. \$100 + \$40/ per item
- Forced air furnace maintenance call. Indoor unit check list per “Addendum A” \$300
- Ductless heat pump or heat pump maintenance call. Includes both indoor and outdoor unit checklist. See “Addendum A”. \$450
- Install new ASHRAE 62.2 bath exhaust fan or replace existing fan with 62.2 compliant model. Includes “Smart Switch” for intermittent duty cycle and connect to existing ducting. \$1,200 stand-alone or \$1,000 ea. with other HVAC work
- Additional cost for 62.2 fan with light. \$230
- Replace existing range hood with ASHRAE 62.2 compliant range hood with intermittent duty cycle controls. Includes venting to outside. \$1,200 stand-alone or \$1,000 ea. with other HVAC work
- Vent clothes dryer with new rigid ducting. First 10 ft. Includes new damper with termination cap. \$125
- Install additional indoor or outdoor GFCI receptacle \$200
- Upgrade existing receptacle to GFCI \$75
- Add to install water heater earthquake straps (when already replacing water heater) \$100
- Add to install water heater drain pan with drain to outside (when already replacing water heater) \$125
- Add to wrap water heater pipes \$100



BID SHEET: Bid the items you are willing to install and enter them in the bid zones (See attachment) you are willing to work in. BIDDERS RESPONDING TO THIS BID PROPOSAL MUST OFFER THEIR BEST AND FINAL BIDS.

See Attachment “B” for the 3 Zones. Zones are defined by zip codes and titled Coast, Valley and Willamette drainage. (See attached)

Only submit proposals for the equipment, services and locations you are willing to provide.

1. Gas 40 KBTU 90%+ forced-air furnace for mobile homes

Make/Model Number: _____

Total Installed Cost: **Coast** **Valley** **Willamette Drainage**

2. Gas 60 KBTU 90%+ forced-air furnace for houses

Make/Model Number: _____

Total Installed Cost: **Coast** **Valley** **Willamette Drainage**

3. Electric 12 KW forced-air furnace for mobile homes

Make/Model Number: _____

Total Installed Cost: **Coast** **Valley** **Willamette Drainage**

4. 2½-ton Heat Pump with variable speed air handler

Make/Model Number: _____

Total Installed Cost: **Coast** **Valley** **Willamette Drainage**



5. Single-head 12k ductless heat pump

Make/Model Number: _____

Total Installed Cost: **Coast** _____ **Valley** _____ **Willamette Drainage** _____

6. Electric 50-gal water heater

Make/Model Number: _____

Total Installed Cost: **Coast** _____ **Valley** _____ **Willamette Drainage** _____

7. Electric 40-gal water heater

Make/Model Number: _____

Total Installed Cost: **Coast** _____ **Valley** _____ **Willamette Drainage** _____

8. Gas .62 (or better) 40-gal water heater

Make/Model Number: _____

Total Installed Cost: **Coast** _____ **Valley** _____ **Willamette Drainage** _____

9. Heat pump water heater 66-gal

Make/Model Number: _____

Total Installed Cost: **Coast** _____ **Valley** _____ **Willamette Drainage** _____



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10. On-demand condensing high-efficiency tankless gas water heater

Make/Model Number: _____

	Coast	Valley	Willamette Drainage
Total Installed Cost:	_____	_____	_____



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Due Bills will not be accepted.

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No charge for packaging, drayage or any other purpose will be allowed over and above the price quoted on this sheet. HOMES FOR GOOD reserves the right to accept or reject quotations on each item separately or as a whole. Special brands, when named, are only to indicate the standard of quality desired. Firms may quote on their equal. Offerings on other brands, if their equal, will be considered, and brands or descriptions must be plainly stated. HOMES FOR GOOD reserves the right to reject any and all bids, to waive any informalities or irregularities in the Bid and to be the sole judsuitability of the product offered.

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The undersigned offers and agrees to furnish any and all items upon which prices are quoted hereon, at the prices set opposite each item and deliver at the designated point(s) specified in the above request.

Delivery of each appliance will be made in _____ days from receipt of order, except as otherwise indicated.

Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____ Email: _____

Authorized Signature: _____

Print/Type Name: _____