

Request for Proposals For Weatherization Contractors

Southeast Neighborhood Development (SEND) is seeking proposals from qualified contractors to perform weatherization services for low income households on the near southeast side of Indianapolis. Funding for this program will come from a grant through the Indiana Housing and Community Development Authority. This program is part of the American Recovery and Reinvestment Act of 2009 (ARRA).

SUMMARY AND BACKGROUND

Southeast Neighborhood Development (SEND) is a not-for-profit community development corporation, which has served the Southeast side of Indianapolis for the past twenty-five years. Created by residents, it strives to revitalize the neighborhood and enhance the quality of life of its diverse spectrum of residents through creating and maintaining quality affordable housing.

REQUEST FOR PROPOSALS

SEND is seeking proposals for contractors to perform weatherization services for low income housing on the Southeast side. Contractors must:

- Meet IHCDA “Training Requirements for Contractors” articulated in Attachment “A” of this request for proposals.
- Ensure that a detailed work order is completed on each dwelling unit.
- Ensure that each dwelling has achieved the appropriate level of air sealing and that the mechanical systems are working appropriately.
- Demonstrate a readiness to proceed.
- Meet staff and management qualifications.
- Be able to meet production goals, produce quality work, maintain production standards.
- Demonstrate overall capacity.
- Provide organizational certifications.

SELECTION CRITERIA

SEND will evaluate and choose Weatherization contractors using the following criteria:

- Experience with Weatherization procedures and equipment
- Ability to meet production goals, produce quality work, and maintain production standards
- Demonstrates a readiness to proceed
- Meet staff and management qualifications
- Demonstrate overall capacity
- Provide organizational certifications
- Experience interacting with low income households

PROJECT DURATION

SEND's Weatherization project is expected to last the length of a year; however, the length may change depending on various project elements.

PROPOSAL FORMAT

All proposals must include the following items:

- I. Experience
- II. Capacity
- III. Equipment
- IV. Cost

*Please clearly indicate if you are a HVAC contractor or shell contractor.

EXPERIENCE

1. Please describe any experience you have in providing weatherization or residential construction.
2. Please describe your experience using blower doors and pressure diagnostic tools.
3. Are you currently working on any weatherization related projects, if so, please describe.
4. Provide no more than three references, including contact information, for no more than three projects you have completed that involved weatherization, rehabilitation, or similar housing work.
5. Do you currently hold the appropriate certifications?
6. Please describe your experience working in occupied low income housing.
7. If you have not completed similar work, please explain why your proposal should be considered?

STAFFING

1. How many staff does your company currently employ?
2. How do you plan to staff this project? How many are currently certified?
3. What experience does your staff have in housing-related programs?

EQUIPMENT

Does your organization have equipment in good working condition such as a blower door, insulation blower, gas leak detector, draft gauge, and hand tools which can be used for Weatherization?

COST

Provide your billing rate cost structure.

PROPOSAL DUE DATE: JUNE 19TH AT 5PM

**SEND office
1030 Orange St
Indianapolis, IN 46203**

E-mail submittals are acceptable: mark@sendcdc.org



Indiana Housing and Community Development Authority Announces

Home Energy Conservation Contractor Training Classes

The Indiana Housing and Community Development Authority (IHCDA) is now offering training, in partnership with Ivy Tech Community College, for individuals who are interested in becoming contractors for the State's Home Energy Conservation Program. This training is provided to interested contractors with experience in insulation, HVAC, and energy efficiency upgrades.

These contractors will be responsible for completing energy saving home repairs and improvements as determined by individual energy audits. Contractors completing this training will be eligible to perform services for state-selected Home Energy Conservation service providers. Repairs and improvements deemed necessary by energy audits will be contracted by these service providers.

This training is open to employees of contractors, independent contractors, and staff of state-selected Home Energy Conservation service providers at no cost. Previous construction or HVAC experience required. All candidates will undergo a background check. Training will begin June 3rd, with an option of daytime or evening class format at various Ivy Tech Campuses around the state. *(Please see the list below of the campuses offering this training.)* For more information or to register, please click on the link below.

<http://www.ivytech.edu/weatherization/>

Ivy Tech Campuses offering Home Energy Conservation Contractor training for the State's Home Energy Conservation Program:	Columbus	Fort Wayne	Sellersburg
	Elkhart	Indianapolis	Terre Haute
	Evansville	Kokomo	Valparaiso
		Richmond	

