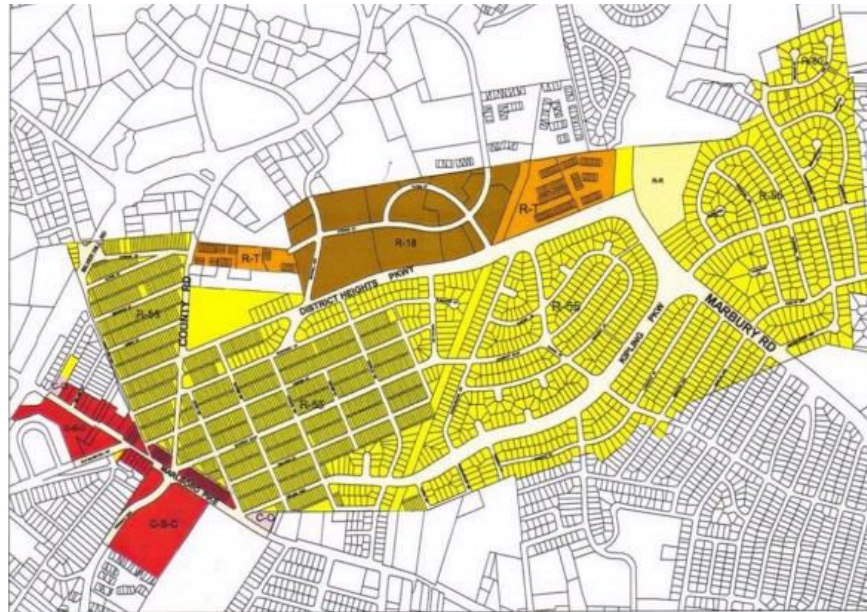




2. Introduction

The city of District Heights is one of the leading municipalities in Prince George's County who are implementing plans towards a more sustainable and environmentally friendly future for its residents. The City of District Heights is made up of approximately 7,000 residents, based on the 2007 Census, and a residential building stock (single family and townhomes) of approximately 1,732 dating back to the 1920's. The city of District Heights is a very mature community. The city would like to upgrade the current housing stock to current building standards that focus on increasing the energy performance, health and safety of homes throughout the community.



The City has begun its environmentally sustainable initiatives, through the support of Maryland Department of Housing and Community Development (DHCD), in executing its first Green Program in 2009, that provided grant assistance to low income senior residents to perform energy efficient home appliance and equipment upgrades. The 2009 program provided home upgrades to 7 families, and created jobs for 10 local contractors.

Later in 2009, the U.S. Department of Energy (DOE), under the Energy Efficiency and Conservation Block Grant (EECBG) Program entered into an agreement to provide grant funding to the Prince George's County to conduct several projects within the County to improve energy efficiency and preserve energy for the County Government agency and the municipalities in the County. The city was approved by the County and DOE to implement the "District Heights Energy Efficiency Program (DHEEP)."



3. What is the DISTRICT HEIGHTS ENERGY EFFICIENCY PROGRAM?

The District Heights Energy Efficiency Program (DHEEP) is a community-wide effort that provides financial assistance to homeowners who are homeowners of single-family and attached houses, through a variety of financing options. Diverse financing options allow funding to expand to a variety of income levels, and give DHEEP the opportunity to make a greater community-wide environmental impact. Funding assistance will be available for energy efficient home retrofits with the purpose of improving energy performance, comfort, durability, healthiness and safety of existing qualified homes in the incorporated city of District Heights limits. In addition, the District Heights Energy Efficiency Program is designed to increase energy-efficiency and provided energy-use education to qualified city residents. The District Heights Energy Efficiency Program has been designed, implemented and managed by in-house city personnel, who will work with certified energy professionals and reputable local weatherization agencies to successfully execute and achieve the goals of DHEEP.

Goals of DHEEP:

- (1) Lowers ownership cost- substantially lowers energy bills for heating, cooling, lighting, water heating, and maintenance. (saves money)
- (2) Better Performance- properly installed *ENERGY STAR*® & *Water Wise PRODUCTS* deliver better protection against cold, heat, drafts, moisture, and noise.
- (3) Smarter Investment- long term value-added home energy upgrades
- (4) Region Environmental Impact -helps to achieve the State's Empower Maryland goal of 15% energy reduction by 2015

4. Program Services

The District Heights Energy Efficiency Program prioritizes and provides cost-effective energy efficient and weatherization measures for electrically heated, naturally or centrally cooled homes. DHEEP offers comprehensive energy efficient services in primary, single family and townhome residences of homeowners who qualify based on income and other criteria. Measures include comprehensive auditing and Participating applicant education services, as well as improvements to the building envelope (attic and/ or wall insulation, air sealing, doors and window replacement/repairs (which include weather-stripping), duct sealing and insulation), repairs or replacement of mechanical systems (heating, cooling, ventilation and domestic hot water. DHEEP also offers basic electric saving measures such as: replacement of incandescent lighting with Compact Fluorescent Light Bulbs (CFL's), electric water heater blanket and pipe wrap, low flow showerheads, and kitchen and bath aerators. To increase energy efficiency homeowners may also be eligible for an upgrade of existing home appliances and equipment. The program arranges for the delivery of the major appliances and equipment. Eligible applicants will have the opportunity



to select ENERGY STAR® and Water Wise products such as dishwashers, stoves, washers and electric dryers (if deemed inoperable) from local retailers.

Like MD Weatherization Assistance Program (WAP), DHEEP adheres to building science principals. The program incorporates an integrated “whole house” approach in order to ensure that Pepco Participating applicants enjoy the benefits of reduced energy usage in a healthy and safe environment. The Program will also perform home health and safety measures (i.e. air quality testing). In addition, advanced electrical safety measures such as electrical panel upgrades (up to 200 amps) will be performed, if deemed a safety hazard, affecting the goals of weatherization and energy efficiency.

We will also conduct a raffle for one lucky high energy user (i.e. age of home and usage) home, who will receive a comprehensive Home Energy Efficiency Package to include a solar photovoltaic (PV) unit. The raffle winner must also agree to participate as the City’s Model Green Home.

5. Program Fees to Participating Applicants

All costs associated with the approved project will be awarded by the City of District Heights and is based on the APPROVED Incentive level for each program participant. The table below describes the three possible Incentives eligible under the DHEEP program in more detail. You can only qualify for one out of three incentives. **Incentive eligibility is based on Income and residency status. Please review the income table on page 2 to determine your income eligibility status.**

Program Incentives		
Incentive	Description	Amount
100 % grant	Non-repayable grant is paid to the contractor/vendor	100% grant
Match 50/50 grant	50/50 split of pre-approved work cost paid by the homeowner and DHEEP	50 % of the cost for pre-approved home energy efficiency measures
Homeowner Foreclosure Incentive	100% grant with proof of title and sale & income <i>(proof must be provided within 30 days)</i>	\$5,000 grant for home purchase; paid by DHEEP



6. WHO Provides Services

Approved PARTICIPATING CONTRACTORS will partner with City of District Heights to perform approved projects. All contractors and vendors will have met all certification requirements and will be prepared to provide top quality services.

The purpose of this Request for Qualifications is to enlist Pre-Qualified home performance contractors and solar installation professionals to provide DHEEP services to Participating applicants within the incorporated boundaries of the City of District Heights. We are looking for two (2) home performance contractors. The two contractors will serve as our main contractors to take all leads, to ensure that productivity is met.

The main contractors is expected to complete at minimum 5 jobs a month up to 1 year (365 days) from the contract date.

DHEEP is also looking for 1 solar (alternative energy) installation company to install one (1) *small generator facility*, specifically, solar photovoltaic unit, smaller than 10kw (per Pepco approval), on one (1) residential home in the city.

7. Overview of Program Execution of Services

1. DHEEP will make available eligible application referrals to our list of certified contractors. A Building Performance Institute (BPI) Building Analyst Certified Professional with sound experience will be required to conduct an energy audit and comprehensive home performance assessment before work begins. The certified professional will then develop and prioritize improvement measures specific to the needs of each house. In addition to the audit and Home audit, the certified professional will educate the homeowner about home energy conservation and safety; install basic energy saving equipment; and conduct safety testing to improve energy performance, comfort, durability, healthiness and safety in the home.
2. Based on the findings of the home performance assessment and energy audit, and measures recommended by the certified contractor, homeowners may have an opportunity to qualify for whole home retrofits using qualified participating program contractors and local retailer contractors who utilize established Home audit protocols to achieve the goals of DHEEP for each home.
3. Participating applicants may also have the opportunity to qualify for Energy Star® and Water Wise labeled products from local retailers, to improve the qualified home's energy efficiency. The products, in this case, will be