

# Emergency HVAC Repair/Replacement

*The Subcontractor shall furnish the full range of solutions and services necessary to meet requirements of DC SEU initiatives as related to the scope of work described below, repair and replacement of HVAC systems for Low Income Households.*

## Scope of Work:

Services may include, but not be limited to, the following:

### HVAC Repair and Replacement

- The Subcontractor will be assigned projects by the DCSEU. Subcontractor shall perform site visits to assess the customer's needs. Subcontractor shall draft a proposal and submit a quote to the DCSEU for the work.
- Subcontractor shall obtain all necessary permits needed to complete the work.
- Provide licensed refrigeration and air conditioning mechanics, heating specialists, and/or any other certified staff members. Subcontractor shall possess all necessary licenses required under all applicable laws and codes.
- **Direct Installation of HVAC Measures:**
  - **Major home appliances** – The Subcontractor may install major home appliances including, but not limited to, HVAC appliances.
- **Repair of existing HVAC Measures:**
  - Subcontractor shall assess and remediate problems with existing heating appliances in accordance with all applicable codes and laws
- Ensure that all work completed complies with all applicable laws, standards, rules, regulations, building codes and manufacturer instruction.
- Ensure that a licensed staff member oversees all jobs performed.

### Customer Contact, Documentation, and Warranty:

- Respond to customer requests within 2 business days of receiving customer information from the DCSEU.
- Provide customer with a written warranty of labor and materials for a minimum of 1 year from the date the service is performed. Equipment installed shall carry the manufacturer's warranty.
- The Subcontractor will be responsible for obtaining customer signatures for participation agreements

## Pricing:

Please submit pricing for the following via email to [proposals@dcseu.com](mailto:proposals@dcseu.com):

HVAC Type	Home Type	Pricing
Standard HVAC Replacement	Single Family Home	
Standard HVAC Replacement	Multifamily Unit	
Energy Efficient HVAC Replacement	Single Family Home	
Energy Efficiency HVAC Replacement	Multifamily Unit	

## Minimum Insurance Requirements

- Final insurance requirements will be determined by the DCSEU and ORM if Service Provider is selected to become a DCSEU service provider. The expected insurance requirements are as follows for the above scope of work, however they are subject to change.

Commercial General Liability Insurance	Automobile Liability Insurance	Worker's Compensation Insurance	Employer's Liability Insurance	Sexual/Physical Abuse & Molestation	Umbrella or Excess Liability Insurance
\$1,000,000 per occurrence/\$2,000,000 aggregate (Subcontracts under \$100,000 may instead provide \$1,000,000 umbrella)	\$1,000,000 per occurrence	Required	\$500,000 per accident/\$500,000 per disease/\$500,000 policy disease limit	\$1,000,000 per occurrence/\$2,000,000 aggregate	\$3,000,000 per occurrence (Subcontracts under \$100,000 - \$1,000,000 per occurrence)