

## ATTACHMENT G

### Affordable Housing Retrofit Accelerator Implementation Services (Includes Access to Residential In-Unit Premises)

The Service Provider shall provide the full range of energy efficiency and/or electrification related installation and design services, including technical, management expertise and product solutions to meet the requirements of the DCSEU. Specific requirements will be further identified and defined at the WO level. This work will include furnishing the necessary personnel, materials, equipment, facilities, and other services required to satisfy the energy efficiency capabilities and solutions as further outlined below and specified in the related WOs.

#### 1. Program and Site Assessments

Services Providers qualified through this RFQ and under subcontract with the DCSEU will be given an opportunity to bid on specific project scopes of work for facilities located in the District and enrolled in the DCSEU's Affordable Housing Retrofit Accelerator Program (the "Program"). The DCSEU will provide each Service Provider enrolled in the Program with an audit report or a list of the potential installation measures to be installed at the customer's premise, access to the site to complete a site assessment (as further described below), and any other relevant information about the project. The installation work for the projects may include (but is not limited to) exterior parts of the building, common areas, and interior living units. If Service Providers bid is selected, the DCSEU will issue a Work Order to Service Provider to complete the project. The Service Provider will serve as the principal point of contact with the customer on the installation timeline and will be responsible for scheduling, coordination, and managing the overall completion of the project per DCSEU program protocols.

2. As noted above, Service Providers will be given access to the customer's premise to complete a site assessment to determine which measures from the bid package provided by the DCSEU will be included in the Service Provider's installation proposal. Service Provider will submit a proposal to the DCSEU, including total installation costs based on the measures listed in the bid package provided for each site location. If a proposed measure in the bid package requires additional studies or work not included in the bid package to install the measure(s) (such as Electric Load Studies, HVAC or DHW Design Studies, Blower Door testing or Roof Studies) the Service Provider shall identify those requirements in their proposal(s), including the related costs to provide the additional services and a detailed written description explaining the work and a justification to support the additional work.

#### 3. Issuance of Work Orders

The DCSEU will review the proposal submitted by the Service Providers and issue one or more Work Orders to the winning proposal(s).

#### 4. Installation of Energy Efficient Measures

- a. Service Provider shall install the energy efficiency measures as specified in the Work Order. The Service Provider shall follow all DCSEU installation program protocols outlined in the Work Order and install the energy efficiency measures according to the manufacturer's specifications.
- b. The Service Provider shall submit to the DCSEU all "as built" program documentation using the forms provided by the DCSEU, per program protocols. The Service Provider shall provide all copies of Manufacturer warranties and relevant documents to the Customer and the

DCSEU.

The DCSEU will conduct inspections during the construction period through project completion. Service Provider shall provide DCSEU timely notification of installation progress and notify the DCSEU of any changes to the installation timeline or the delivery schedule for equipment and/or materials. Service Providers will be paid based on milestone completions and all work must be completed no later than September 30, 2022. The specific pricing provisions and payment schedule will be included in each Work Order.

Affordable Housing Retrofit Accelerator Program Service Providers are strongly encouraged to additionally apply to the DCSEU's Income Qualified Efficiency Fund-Multifamily Program (see Attachment B) , based on similarities in the scopes of work . If interested in both programs, Service Providers should apply by only selecting "Affordable Housing Retrofit Accelerator /Income Qualified Efficiency Fund- Multifamily" when submitting their response electronically via the online portal ([portal.dcseu.com](http://portal.dcseu.com)) and will be considered for both.