



REQUEST FOR PROPOSAL LETTER

To Whom It May Concern:

If you are interested in submitting a bid proposal, it should be returned via email to the names provided on the Request for Proposal form. If you are not interested in submitting a bid proposal at this time, please respond "Decline" via email.

Bids must be prepared and submitted using the bid proposal forms provided.

All bid proposals received by the deadline date and time shall be reviewed by ICAST. All bid proposals must include all requested work items, conform to the Project Standards/Specifications and be responsive, accurate, and cost reasonable. ICAST will select the contractor to perform all work required and the contract will be executed between ICAST and the winning contractor.

Should you have any questions or concerns about any of the items on the RFP, please contact ICAST for clarification prior to bidding. Please note that ICAST is a tax-exempt, not-for-profit organization. A tax-exempt certificate will be provided to the winning contractor.

Upon selection of the winning contractor, ICAST will send a Bid Award Notice to the selected contractor. The Bid Award Notice will advise the selected contractor of the date, time and location of the pre-construction conference that must take place before any work can begin.

Thank you for your consideration of this Request for Proposal. We look forward to receiving and reviewing your bid proposal.

Sincerely,

ICAST Purchasing and Construction Team

Memorandum

DATE: September 3, 2022

WAP Memorandum 095

REPLY TO

ATTN OF:  Erica Burrin, Program Manager

Weatherization and Intergovernmental Program Office

SUBJECT: Davis-Bacon and Related Acts as It Relates to the Weatherization Assistance Program

TO: Weatherization Assistance Program Grantees

INTENDED

AUDIENCE: Grantee Program Managers

On November 15, 2021, the President signed into law the Infrastructure Investment and Jobs Act (Public Law 117-58), also referred to as the Bipartisan Infrastructure Law (BIL), which provides \$3.5 billion in funding for the Department of Energy's (DOE) Weatherization Assistance Program (WAP or Weatherization).

With respect to Weatherization, the BIL includes the following amendments to the current statute:

SEC. 40551. WEATHERIZATION ASSISTANCE PROGRAM

- (a) **AUTHORIZATION OF APPROPRIATIONS.**—There is authorized to be appropriated to the Secretary for the weatherization assistance program established under part A of title IV of the Energy Conservation and Production Act (42 U.S.C. 6861 et seq.) \$3,500,000,000 for fiscal year 2022, to remain available until expended.
- (b) **APPLICATION OF WAGE RATE REQUIREMENTS TO WEATHERIZATION ASSISTANCE PROGRAM.**—With respect to work performed under the weatherization assistance program established under part A of title IV of the Energy Conservation and Production Act (42 U.S.C. 6861 et seq.) on a project assisted in whole or in part by funding made available under subsection (a), the requirements of section 41101 shall apply only to work performed on multifamily buildings with not fewer than 5 units.

Accordingly, per part (b) above any BIL-funded weatherization work on multifamily buildings with not fewer than 5 units will be required to pay wages to all laborers and mechanics engaged in the construction, alteration, or repair of those multifamily buildings (whether employed by a contractor or subcontractor) wages “at rates not less than those prevailing on similar projects in the locality, as determined by the Secretary of Labor.” Current Wage Determinations are accessible at <https://sam.gov/content/wage-determinations>.

As the Weatherization network readies for the implementation of Davis-Bacon Act and Related Acts requirements, the following resources are available for your review.

- 1) Staff from the Department of Labor (DOL) presented an “Overview of the Davis-Bacon Act” at the Energy OutWest Conference. The slides presented from the conference, as well as DOL contact information, can be viewed at [Davis-Bacon 101](#).

- 2) General information on the Davis-Bacon Act and Related Acts is available at <https://www.dol.gov/agencies/whd/government-contracts/construction>. From this page you can find resources such as the [DOL Field Operations Handbook](#), the [Prevailing Wage Resource Book](#), [FAQs for Davis-Bacon and the Bipartisan Infrastructure Law](#), [FAQs for Wage Determinations and Conformances](#), and the [Davis-Bacon Conformance Guide](#). Additionally, the following webinars/slides/scripts for specific topics, relevant to WAP, are posted on the DOL website including:
 - Webinar: [Davis-Bacon Act Coverage](#) (YouTube)
 - Slides: [Davis-Bacon Coverage](#) (PDF) and [Script](#) (PDF)
 - Webinar: [Davis-Bacon Wage Determinations](#) (YouTube)
 - Slides: [Davis-Bacon Wage Determinations](#) (PDF) and [Script](#) (PDF)
 - Webinar: [DBA/DBRA Compliance Principles](#) (YouTube)
 - Slides: [DBA/DBRA Compliance Principles](#) (PDF) and [Script](#) (PDF)
 - Webinar: [DBA/DBRA Certified Payrolls](#) (YouTube)
 - Slides: [DBA/DBRA Certified Payrolls](#) (PDF) and [Script](#) (PDF)
 - Webinar: [Davis-Bacon Wage Determination Surveys](#) (14:48) (YouTube)
 - Slides: [Davis-Bacon Wage Determination Surveys](#) (PDF) only
 - Presentation: [DBA Question and Answer Overview](#) (PDF)

- 3) The DOL staff have offered to conduct webinars and answer questions specific to WAP. Both DOE WAP and DOL are working together to create Frequently Asked Questions (FAQs) for the Weatherization network. Please forward questions for inclusion in the webinar and/or FAQs to WAPTA@doe.gov.

If you have questions regarding the information in this Memorandum, please contact your DOE Project Officer.

Dear Valued Trade Partner,

In accordance with the attached memorandum from the Department of Energy (DOE) and the Weather Assistance Program (WAP), ICAST is required to obtain information from each trade partner/subcontractor regarding the materials purchased from suppliers.

WAP Memorandum 104 outlines the requirements for the “Build America, Buy America” (BABA) initiative as part of the Infrastructure Investment and Jobs Act requiring at least 55 percent of the total cost for components (materials) must be manufactured in the United States.

For instance, if you purchase material for an ICAST project, 55% or more of the material you purchase must be manufactured in the United States.

As part of the Request for Proposal (RFP), please contact your supplier for the percentage information on the material you will be installing for the ICAST project. Please include the BABA percentage(s) when you return the RFP packet. Please identify all cost and availability impacts associated with purchasing BABA compliant materials as compared to your regularly pursued materials.

ICAST understands this information may not be readily available to you. We ask that you make a “good faith” effort to obtain this information.

Please copy the ICAST purchasing team noted below on all correspondence with the manufacturer. It is imperative that ICAST has an email trail with your request and their response to send to the state. Please understand, if the manufacturer does not provide this information or does not meet the required 55%, a waiver will have to be applied for by ICAST.

If you cannot obtain this information, please include a brief statement describing your efforts and the result.

ICAST appreciates your cooperation and time.

Sincerely,

ICAST Purchasing Team,

Purchasing@icastusa.org

ICAST – International Center for Appropriate & Sustainable Technology

www.icastusa.org



Dear WAP Project Bidder,

Per Department of Energy’s Weatherization Assistance Program (WAP) guidelines, ICAST utilizes the scoring system below to evaluate competitive bids for WAP projects to ensure fair and objective bid selection. All bidders will receive the results of their scoring evaluation once the bid is awarded.

Criteria	Score	Bid 1	Bid 2	Bid 3
Fair market price	Lowest - 45 points 2 nd lowest - 42 points 3 rd lowest - 39 points			
Past performance on ICAST projects based on successful, timely completion, and follow up with call back issues	1 st - 20 points 2 nd - 17 points 3 rd - 14 points			
Completeness of bid – have you provided pricing for all items in RFQ	All items - 10 points Missing 1-2 items - 8 points Missing 2+ items - 6 points			
Trade / Professional / Bank References	Three+ references – 5 points Two references – 2 points One reference – 1 point No references - 0 points			
Worker certifications <ul style="list-style-type: none"> • Indoor Air Quality • RRP Lead Safe 	Both Certifications - 10 points One certification - 5 points No certifications - 0 points			
Prior WAP experience	Multiple WAP projects - 10 points (most experience) 1-2 WAP Projects - 8 points (2 nd most experience) No prior WAP experience – 6 points			