



Weatherization Guidance No. 21

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Three Price Quotes for Heating Systems, Water Heaters

The purpose of this guidance is to address the necessity of three price quotes for heating systems, water heaters and (when specified funding is available) oil tanks under the Connecticut Weatherization Assistance Program. This guidance pertains to all CT WAP weatherization programs and supersedes all previous guidance pertaining to price quotes for these measures. If there are further questions, please contact your field representative.

The Need for Three Price Quotes

It is a DOE requirement that all heating systems (including heat pumps) and water heaters receive three (3) in person bids from independent contractors prior to selection of a low bidder for that unit. This is to ensure a competitive process aligned with 10 CFR 600 and 10 CFR 440, which are the regulations that dictate allowable measures under the Weatherization Assistance Program.

Per DOE guidelines, the following procedures must be followed in order to ensure an accurate procurement:

Weatherization files must show:

- CT WAP Standard Quote Form Packet.(See Guidance #16)
- Method of selecting a contractor.
- Bid process for any item not on the regular bid list.
- **Three bids for individual items such as heating systems.**
- Justification for any sole source item.

Failure to receive three in person bids from independent contractors will result in a delay of waiver processing until such time as a third bidder can be received. Therefore, it is in the agency's best interest to acquire three bids for a particular measure upon the auditor's determination that a measure subject to this rule needs to be replaced.

Note: The 2 Contractors that provide complete Standard Quote Form Packages and are not selected as the winning bidder may be compensated at a flat rate of 150.00 per each site specific Health and Safety Inspection/Proposal deemed acceptable by the Grantee.