CAAC
Request for Proposal (RFP)
Welcome Letter

Greetings Potential Weatherization Contract Bidders,

Thank you for your time and effort in reviewing this Request for Proposal (RFP) and for your interest in partnering with Community Action of Allegan County to serve our community. We look forward to a strong and productive relationship.

To assist you in completing this comprehensive RFP, we've included a **step-by-step guide** and a **signature checklist**. Please use these tools to ensure accuracy.

For any questions about the process or specific requirements, please email **wx@communityactionallegan.org**, or contact Terry or Darrell. All questions will be compiled into an FAQ document. If necessary, an "RFP Presentation Session" will be scheduled to address complex inquiries. Interested bidders will receive email updates regarding the FAQ publication, session details, and RSVP instructions.

Please review all RFP components carefully, as detailed in the step-by-step guide.

Thank you for your consideration.

Housing and Community Services
Community Action of Allegan County
Phone: 269.673.5472
Terry: 269.673.5472 ext. 279
Darrell: 269.673.5472 ext. 277
Fax: 269.673.3795
Email: wx@communityactionallegan.org

Confidentiality Notice
This message, including any attachments, is the exclusive property of Community Action Allegan County and is intended solely for the use of the individual or entity to whom it is addressed. This communication may contain information that is legally privileged, confidential, or constitutes protected work product.
If you are not the intended recipient, you are hereby formally notified that any unauthorized review, use, disclosure, dissemination, distribution, or copying of this message or its attachments is strictly prohibited and may be unlawful. Your receipt of this message in error does not constitute a waiver of any applicable privilege or confidentiality.

PROPOSAL SUBMISSION

General Procurement Standards and Competition

Community Action of Allegan County (CAAC) is committed to conducting all procurement transactions in a manner that provides full and open competition, in accordance with Uniform Guidance (2 CFR 200 and 45 CFR 75) and CSPM 409 Bidders must disclose any potential conflicts of interest as defined by 2 CFR 200.318(c) and 45 CFR 75.327(c). CAAC will maintain comprehensive records detailing the history of this procurement process.

Procurement Schedule Key Dates:

The following are the estimated key dates in the schedule for this procurement:

Request for Proposals Issued	**11/01/2025**
RFP Presentation Session	**TBD -Based on Need**
Proposals/Bid Sheet due	**Variable**
Evaluations of Proposals	**Variable**
Contract Agreement(s) Awarded	**Variable**

Community Action Allegan County reserves the right to modify this schedule at its sole discretion. All information submitted in response to this Request for Proposals (RFP) is subject to verification. The provision of misleading or inaccurate information may result in disqualification at any stage of the procurement process.

CAAC Request for Proposal: Quick Start Guide

To assist you in preparing a comprehensive and compliant proposal, please follow these steps:

1. **Review the Bid Announcement Thoroughly:** Carefully read the entire bid announcement to understand all requirements and expectations.
2. **Examine the Sample Contract:** Familiarize yourself with the terms and conditions by thoroughly reading the sample contract provided. Please note that upon acceptance of your RFP, a formal contract will be provided for awardees to sign.
3. **Complete and Sign Required Forms:** Print, accurately complete, and sign all forms listed in the 'Proposal Submission' section.
4. **Submit Your Unit Price List:**
    - Complete the **Weatherization Contractor Unit Price Sheet** specific to your service category.
    - *Alternatively*, due to recent program updates, you may submit a **current unit price list from another recognized Community Action Agency** that includes current pricing.

The following must be completed and signed by the bidder:

☐ Proposal/Bid Sheet

☐ Community Action of Allegan County Contractor Profile (Attachment A)

☐ Central Registry Clearance Request Form (Attachment B including copy of photo ID)

☐ Employee-Contractor Background Check Form (Attachment C)

☐ Certification Regarding Debarment, Suspension, and other Responsibility Matters (Attachment D)

☐ Non-Collusion Affidavit (Attachment E)

☐ Certification of Compliance - Iran Economic Sanctions Act (Attachment F)

☐ Selection Points Criteria (Attachment G)

Required Licenses, Certifications, and Insurance

Bidders are required to submit copies of all requisite licenses, certifications, and documentation of insurance.

State of Michigan Builders License Number _____

1. **Licenses: Check all that you currently have -**
   - ☐ HVAC License
   - ☐ Plumbing License
   - ☐ Roofing License
   - ☐ Mechanical License
   - ☐ Lead Abatement Contractor License

2. **Certifications:**
   - ☐ BPI certification (e.g., Building Analyst, Envelope Professional)
   - ☐ EPA RRP Lead Renovator Certification
   - ☐ DHHS Lead Safe Work Practices Training
   - ☐ OSHA 10-hour or similar training

3. **Insurance:** (ones in red you must have)
   - ☐ Commercial General Liability Insurance
   - ☐ Worker's Compensation Insurance
   - ☐ Automobile Liability Insurance,
   - ☐ Pollution Occurrence Insurance
   - ☐ Professional Liability Insurance
   - ☐ Cyber Liability Insurance
   - ☐ Minimum coverage amounts will be specified in the final contract.

Weatherization Contractor Unit Price List

- Community Action Allegan County requires a **comprehensive Energy Programs Unit Price List Sheet**. This document is attached to the "CAAC WX Contractor Price sheet".

- Alternatively, due to recent program updates, contractors may submit a **current unit price list from another recognized Community Action Agency**. This is acceptable provided it demonstrates a comparable scope and pricing structure to our requirements.

- Please ensure that **every item on the Unit Price List has a price**. Proposals with any blank required items will be considered incomplete and may be rejected. All submitted prices must be **all-inclusive**, covering labor, materials, permits, job site cleanup, overhead, and all other associated costs. Additionally, all materials used must comply with **federal, state, and local specifications**, including federal recycled materials specifications for cellulose insulation.

- Finally, an **eighteen (18) month warranty on both materials and labor** is required. This warranty period begins from the date the Grantee accepts the work, following a successful inspection.

Proposal Submission Instructions

- The complete proposal package must contain all required information, be **SEALED**, and clearly labeled on the exterior.

- **For Hard Copy Submissions:** Bidders shall deliver **one (1) original and two (2) copies** in a sealed envelope to the following address:

  Community Action Allegan County
  323 Water Street
  Allegan, MI 49010
  Attn: WEATHERIZATION CONTRACTOR PROPOSAL

- **For Electronic Submissions:** Electronic submissions may be sent via email to **wx@communityactionallegan.org**. The subject of the email must be:
  "WEATHERIZATION CONTRACTOR PROPOSAL [COMPANY NAME]".

- Electronic submissions should include all required attachments compiled into a **single PDF file**. If file size limits are necessitated, multiple PDF files are permissible, provided they are clearly labeled (e.g., 'Company Name_RFP_AttachmentA.pdf'). Multiple copies are not required for electronic submissions.

By submitting a signed proposal, you acknowledge and accept all terms and conditions outlined in this solicitation. Please note that Community Action Allegan County reserves the right to reject any and all proposals.

Mandatory Contract Provisions

The awarded contract will incorporate all mandatory provisions as outlined in **CSPM 409, and CSPM 410** (*Selection, procurement and job award process*). These provisions include, but are not limited to, the following:

- **Administrative, Contractual, or Legal Remedies:** *For contracts in excess of the simplified acquisition threshold as defined by 2 CFR 200.320(a) or the agency's internal policy, whichever is lesser, the contract will include provisions for addressing violations or breaches.*
- **Termination Provisions***: For contracts exceeding $10,000, the contract will include suitable provisions for termination by the recipient, clearly defining the manner and basis for settlement. Such contracts will also describe conditions for termination for cause (such as default) and conditions where the contract may be terminated due to circumstances beyond the control of the CAA, specifying the manner and basis for settlement for each.*
- **Suspension and Debarment Checks:** *Contracts equal to or exceeding $25,000 are subject to mandatory checks for suspension and debarment on SAM.gov. Documentation of these checks will be retained, and contracts will not be awarded to excluded parties unless an exception is granted under 2 CFR 180. Grantees must verify contractors are not on the debarment list annually*
- **Independent Subcontractor Status:** *Contracts will include a provision ensuring the independent status of any subcontractors, and to hold harmless and indemnify the CAA from and against any and all claims, demands, and causes of action asserted by any third party arising out of or in connection with the services to be performed under contract.*
- **Conflict of Interest:** *Contracts will include specific clauses addressing conflicts of interest as defined and outlined at 2 CFR 200.318. CAA's employees, officers, and/or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from subcontractors or potential subcontractors. Furthermore, the contracting entity (CAA) must maintain written standards of conduct covering conflicts of interest.*
- **Access to Records and Cooperation:** *Contracts will include a provision requiring the establishment, maintenance, and utilization of internal control systems and procedures sufficient to prevent, detect, and correct incidents of waste, fraud, and abuse in all BCAEO funded programs and to provide for the proper and effective management of all program and fiscal activities. This includes requirements for granting access to records and cooperating with BCAEO for monitoring and investigating instances of waste, fraud, and abuse.*
- **Non-Discrimination***: Contracts will include provisions ensuring that the CAA may not discriminate against any employee or other person who reports a violation of the terms of this contract or of any law or regulation to BCAEO or to any appropriate law enforcement authority, if the report is made in good faith.*
- **Automatic Incorporation of Legal Changes:** *Contracts will include provisions ensuring that the CAA may not discriminate against any employee or other person who reports a violation of the terms of this contract or of any law or regulation to BCAEO or to any appropriate law enforcement authority, if the report is made in good faith.*
- **Legally Enforceable Information:** *Clearly defined and legally enforceable information outlining the scope, timeline, and budget of the project*
- **Other BCAEO Agreement Requirements***: Any additional subcontract requirements mandated by BCAEO agreements.*

Bidder Checklist

This checklist is provided to help you ensure a complete and proper bid submission. While it highlights important items, please remember to furnish **all the information required by the terms of the RFP documents**.

Please confirm the inclusion of the following items:

- ☐ **Properly Signed Proposal/Bid Sheet**
- ☐ **Completed Contractor Profile Form** (Attachment A)
- ☐ **Signed Copy of Central Registry Clearance Request:** For the owner and all employees, including subcontractors, who will be directly involved in providing services under the Weatherization Assistance Program contract with CAAC (Attachment B).
- ☐ **Signed Copy of Employee-Contractor Background Check Form:** For the owner and all employees, including subcontractors, directly involved in providing services under the Weatherization Assistance Program contract with CAAC (Attachment C).
- ☐ **Signed Copy of Certification Regarding Debarment, Suspension, and Other Responsibility Matters** (Attachment D).
- ☐ **Signed Copy of Non-Collusion Affidavit** (Attachment E).
- ☐ **Signed Copy of Certification of Compliance - Iran Economic Sanctions Act** (Attachment F).
- ☐ **Completed Contractor Selection Points Criteria** (Attachment G).
- ☐ **Certification of Compliance with Iran Economic Sanctions Act**
- ☐ **Copies of Required Licenses:** (e.g., Residential Builder, HVAC, Electrical, Plumbing, Roofing, Mechanical, Lead Abatement Contractor).
- ☐ **Copies of Personal Identification:** For Central Registry Clearance.
- ☐ **Copies of Training Certifications:** (e.g., NREL, BPI, EPA RRP Lead Renovator, DHHS Lead Safe Work Practices, OSHA 10-hour).
- ☐ **Copies of Documentation of Insurances:** (e.g., General Liability, Worker's Compensation, Vehicle Insurance, Pollution Occurrence Insurance, with specified minimum coverage amounts).
- ☐ **Correctly Labeled Submission:** Is your electronic or hard copy submission properly identified with: WEATHERIZATION CONTRACTOR PROPOSAL [COMPANY NAME]

ATTACHMENT A (Community Action of Allegan County Contractor Profile)

This form is designed to gather essential information for the Community Action of Allegan County Weatherization Assistance Program. Please complete all relevant sections accurately.

Business Information	
Business Name	
Owner/Representative	
Date	

Business Address	
Street	
City	
Zip Code	

Mailing Address (if different from Business Address)	
Street	
City	
Zip Code	

Contact Information	
Office Phone	
Cell Phone	
Email Address	

Business Operations	
EIN or Social Security #	
Office Hours	
Year Firm/Company Established	
Total Number of Employees	
Number of Employees Weatherization Trained	

Please answer the following questions. Any question answered **Yes** requires that you attach documentation to this application. (Notes are only for any additional information CAAC will need to know)		
Do you possess a Residential Builder's License?	YES☐ NO☐ N/A☐	NOTES:
Do you have an HVAC License?	YES☐ NO☐ N/A☐	NOTES:
Do you possess an Electrical License?	YES☐ NO☐ N/A☐	NOTES:
NREL/BPI Accredited Crew Leader Certification?	YES☐ NO☐ N/A☐	NOTES:
NREL/BPI Accredited Retrofit Installer Certification?	YES☐ NO☐ N/A☐	NOTES:
Are you a minority-owned business?	YES☐ NO☐ N/A☐	NOTES:
Are you a Woman Business Enterprise?	YES☐ NO☐ N/A☐	NOTES:
Are you capable of accepting at least five (5) jobs per year?	YES☐ NO☐ N/A☐	NOTES:
Are you a Lead Abatement Contractor?	YES☐ NO☐ N/A☐	NOTES:
Are your employees/subs certified in Lead Safe Work practices?	YES☐ NO☐ N/A☐	NOTES:
Are you or your staff certified to do Lead Renovation (RRP)?	YES☐ NO☐ N/A☐	NOTES:
Is your company a Certified RRP firm?	YES☐ NO☐ N/A☐	NOTES:
Will you warranty your work for eighteen (18) months (measures)?	YES☐ NO☐ N/A☐	NOTES:
Have you attended a BPI or similar training?	YES☐ NO☐ N/A☐	NOTES:
BPI Accredited Energy Auditor Certification?	YES☐ NO☐ N/A☐	NOTES:
BPI Accredited Quality Control Inspector?	YES☐ NO☐ N/A☐	NOTES:
Similar Audit/Inspection Certifications?	YES☐ NO☐ N/A☐	NOTES:
Have you attended a OSHA 10-hour or similar training?	YES☐ NO☐ N/A☐	NOTES:

Please indicate the type of work your company is qualified, licensed, or certified to perform. For each applicable area, please also specify the years of experience your firm has, and whether the work is performed by your company's own personnel (CO) or by a subcontractor (Sub).

Type of Work	Years of Experience	Performed By (Check One)	Notes:
Air Sealing / Air Infiltration		CO ☐ SUB ☐	
Attic Insulation		CO ☐ SUB ☐	
Wall Insulation		CO ☐ SUB ☐	
Floor/Rim Joist Insulation/repair		CO ☐ SUB ☐	
Foundation/Crawlspace Insulation		CO ☐ SUB ☐	
Duct Sealing / Insulation		CO ☐ SUB ☐	
Windows / Doors		CO ☐ SUB ☐	
HVAC (Heating, Ventilation, Air Conditioning)		CO ☐ SUB ☐	
Electrical		CO ☐ SUB ☐	
Plumbing		CO ☐ SUB ☐	
Roofing		CO ☐ SUB ☐	
Asbestos Abatement/Encapsulation		CO ☐ SUB ☐	
Lead Abatement / RRP (Renovation, Repair, Paint)		CO ☐ SUB ☐	
Mold Remediation		CO ☐ SUB ☐	
Healthy Homes Measures (e.g., ventilation, ASHRAE 16.2)		CO ☐ SUB ☐	
Other (Please Specify):		CO ☐ SUB ☐	

Please provide three trade references (either trade or customer)

Please provide a bank reference:		Please provide your insurance company info:
Name		Name
Address		Address
City/State		City/State
Phone #		Phone #
Account #		Policy #:

Reference Name	Contact Phone	Type of Work/Assistance

I authorize the COMMUNITY ACTION OF ALLEGAN COUNTY/CAAC Weatherization Assistance Program administration to verify the above information. I certify that the above information is true and complete.

X

Signature

X

Printed Name

DHS-1929, CENTRAL REGISTRY CLEARANCE REQUEST

Michigan Department of Health and Human Services
(Revised 5-23)

COPY PHOTO ID HERE

OR

ATTACH A SEPARATE PAGE

SECTION 1 – INFORMATION ON PERSON BEING CLEARED

Name, (First, Middle, Last)

Maiden Name, Aliases, also known as (A.K.A)	Social Security Number	Date of Birth
Address	City	State Zip Code
Phone Number	Email	

☐ I would like to pick up my results in County (For Michigan Residents Only).

Signature Required for Individual Being Cleared Date

SECTION 2 – REQUESTER INFORMATION

Check Appropriate Box

☐ Employer
☐ Volunteer Agency
☐ Out-of-State Child Caring Institution
☐ Out-of-State Adoption/Foster Care Home Screening
☐ Michigan Court/Law Enforcement/Department of Corrections/Prosecuting Attorney
☐ Individual Self-Request

Name of Agency or Organization	Name of Requester	
Community Action of Allegan County	Erin Teravest	
Address	City	State MI Zip Code
Email	Fax	Phone Number
eteravest@communityactionallegan.org	269-673-3795	269-673-5472

Effective November 1, 2022, only confirmed cases of methamphetamine production, confirmed serious abuse or neglect, confirmed sexual abuse, or confirmed sexual exploitation will be classified as a central registry case in Michigan. Individuals may have child welfare history that previously resulted in central registry placement, but that would no longer meet the criteria. In addition, select criminal convictions involving children will result in placement on central registry.

This clearance does not identify individuals with child abuse/neglect history who did not meet the new central registry requirements as noted above or history in other states, territories, or tribal trust land.

With your signature, you are authorizing agencies to receive notice of all placements on central registry as allowable by Child Protection Law (MCL 722.627-722.627j).

The confidentiality of central registry information is protected by Sections 7 through 7j of the Michigan Child Protection Law (MCL 722.627-722.627j). Anyone who violates this protection is guilty of a misdemeanor and is civilly liable for damages.

The Michigan Department of Health and Human Services (MDHHS) does not discriminate against any individual or group on the basis of race, national origin, color, sex, disability, religion, age, height, weight, familial status, partisan considerations, or genetic information. Sex-based discrimination includes, but is not limited to, discrimination based on sexual orientation, gender identity, gender expression, sex characteristics, and pregnancy.

Attachment C

COMMUNITY ACTION OF ALLEGAN COUNTY (CAAC)
BACKGROUND CHECK

I understand that it is the policy of CAAC to secure Residency and Criminal History information as a requirement for contractors with keycard access to CAAC, using the information provided below: (please print)

First Name, Middle Initial:_____

Last Name:_____

Date of Birth:_____

Gender:_____ Race:_____

Any Alias, Nicknames or Maiden Names:_____

_____

I have resided in Michigan for each of the past ten (10) years (please circle response): Yes No

If No, what state(s) have you resided in:_____

If I have been convicted of a felony or identified as a perpetrator, I will describe the nature and regency of the felony below:

Nature of Felony:_____

Regency of Felony:_____

I understand that the above information is required by the Michigan State Police, Central Records Division, General Office Building, 7150 Harris Drive, Lansing, Michigan 48913 and the U.S. Department of Justice, 950 Pennsylvania Avenue, Washington DC 20530-0001, or www.nsopw.com. I authorize CAAC to utilize the above information for the purpose of obtaining Criminal Conviction History and National Sex Offender Public Registry Reports.

_____

Signature Date

Attachment D

Certification Regarding Debarment, Suspension, and Other Responsibility Matters

Primary Covered Transactions

CONTRACTOR'S NAME:

Purpose: This certification is required by the regulations implementing Executive Order 12549, "Debarment and Suspension," as outlined in 29 CFR Part 98. These regulations were published in Part VII of May 26, 1988, Federal Register (pages 19160-19211).

Instructions: Please read the instructions provided at the end of this document thoroughly before completing this certification.

Certification

1. The prospective bidder certifies, to the best of its knowledge and belief, that it and its principals: a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency. b. Have not, within a three-year period preceding this application, been convicted of or had a civil judgment rendered against them for: * Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; * Violation of Federal or State antitrust statutes; or * Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property. c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (1)(b) of this certification. d. Have not, within a three-year period preceding this application, had one or more public transactions (Federal, State, or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach a detailed explanation to this proposal.

Authorized Representative

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

- Name:
- Title:

X _____ X _____

Signature Date

Instructions for Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered, it shall not knowingly enter any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," provided by the department or agency entering this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Procurement or Non-procurement Programs.
9. Nothing contained in the foregoing shall be construed to require the establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Attachment E

NON-COLLUSION AFFIDAVIT

STATE OF: (Michigan)

COUNTY OF: (Allegan)

_____, being first duly sworn, deposes and says that he/she is authorized on behalf of,_____(Bidder Name) who is making the foregoing proposal(s) that:

1. Such proposals are genuine and not collusive or sham.
2. This Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder or person to submit a proposal which is a sham.
3. This Bidder has not in any manner agreed with any other persons or businesses to fix the proposed price, overhead, profit, or any cost element of the submitted proposal.
4. This Bidder has not attempted to secure any advantage against any other Bidders through collusion with any other Bidder or employees or representative of Community Action of Allegan County.
5. That the proposals submitted are true and accurate to the best of my knowledge and belief and are made in good faith.
6. This Bidder has not directly or indirectly submitted or disclosed its proposal or its contents or divulged information or data relative thereto to any association or to any member or agent of any other Bidder to this proposal.

Further, Affiant sayeth not. _____

Signature

Subscribed and sworn to before me this _____ day of _____, 20_____

Notary Public_____

_____ County, Michigan

My Commission Expires:_____

BIDDER: THIS AFFIDAVIT MUST BE COMPLETED, SIGNED, NOTARIZED, AND INCLUDED IN YOUR PROPOSAL SUBMISSION.

Attachment G

Iran Economic Sanctions Act

CERTIFICATION OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012; MCL 129.311 et seq.

I, the undersigned, owner or authorized officer of the below-named Bidder,

_____, hereby certify, represents and warrants that the
Owner/Officer

Bidder (including its officers, directors and employees) is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that in the event the Bidder is awarded a contract, the Bidder will not become an "Iran linked business" at any time during the course of performing any services under the contract.

Named Bidder: _____By: _____
Company Name Signature

who is the: _____ on _____day of_____, 20_____
Title

Further, Affiant sayeth not.

_____
Signature
Subscribed and sworn to before me this _____ day of _____, 20_____
Notary Public_____
_____ County, Michigan
My Commission Expires:
_____

Attachment G

CONTRACTOR SELECTION POINTS CRITERIA

Firm Selection Overview: The selection of awardees will be based on a comprehensive point system, encompassing the areas detailed below.

Community Action of Allegan County (CAAC) is committed to fair and open competition. Contractor location will not be used as a selection criterion, and points will not be awarded based on a contractor's location within the Grantee service area. CAAC will annually verify that contractors are not on the debarment list (referencing Attachment D) as a mandatory pre-award verification step.

Selection Criteria and Points:

Criteria	Cumulative Points ea.	Points in column
Prior experience performing work for a CAA Weatherization Program	10	
Competitive and comprehensive contractor price sheet, demonstrating adherence to all specified pricing requirements	10	
BPI Home Energy Professional (HEP) certifications (e.g., Energy Auditor, Retrofit Installer, Quality Control Inspector)	10	
Experience as an insulation contractor	10	
Documented Lead Safety Trainings (e.g., EPA RRP Lead Renovator, Lead Abatement Supervisor certifications; certificates required)	10	
Receiving Indoor Air Quality (IAQ) Training	10	
All previous paperwork requirements having been satisfied during a previous contract period	10	
Ownership of Specialized Weatherization Equipment:	0-20	
- Infrared camera (5 points)	5	
- Blower door (5 points)	5	
- Insulation equipment capable of dense packing (5 points)	5	
- HEPA vacuum (5 points)	5	
Minority-owned Firms	5	
Women Businesses Enterprises	5	
The score in these columns is a maximum of 100 points, based on the verification and evaluation of the selected criteria.		
Total Points =		