

Addendum to the 2019-2020 NY Residential Existing Homes Program Contractor Participation Agreement to Provide Low-Income Energy Efficiency Services for Long Island

The NYS Office of Temporary and Disability Assistance (OTDA) has allocated a portion of Low-Income Home Energy Assistance Program funds to NYSERDA for the delivery of energy efficiency and weatherization services to low-income households.

NYSERDA will deliver low-income energy efficiency and weatherization services statewide through its EmPower New York Program (EmPower). For Nassau and Suffolk Counties (Long Island), approximately \$1 million will be allotted, representing an estimated 250 projects.

NYSERDA is seeking Participating Contractors currently serving Long Island who meet the qualifying criteria outlined in this Addendum to complete this work through EmPower. NYSERDA anticipates referrals to be provided under this Addendum between January 2019 and July 2019. All projects must be completed and invoiced before September 2019.

This Addendum, once executed, replaces the 2017-2018 Long Island Addendum that was extended through February 2019. This Addendum is completely voluntary and can be terminated at any time, for any reason, by NYSERDA or the contractor. Upon applicant's approval, the Participating Contractor agrees to actively participate in the Program by providing high-quality services to income-eligible customers on Long Island referred by NYSERDA.

Policies contained in this Addendum apply solely to low-income eligible households on Long Island and are not applicable to other low-income, market or moderate-income projects. Participating Contractors providing these low-income services, in addition to standard Program procedures outlined in the 2019-2020 NY Residential Existing Homes Program Contractor Participation Agreement must adhere to the following:

1. Minimum Requirements

In order to be considered for participation, contractors must meet the following minimum requirements:

- A. Only "Full Status" Participating Contractors, not currently on suspension or probation will be considered. Provisional contractors will not be considered for this offering.
- B. Participating Contractors must have a minimum of two inspections over the past 12 months with an overall post-completion quality control average inspection score of 4.5 or better for 2 inspections or 4.0 or better for 3 or more inspections in EmPower under the current QACSS scoring system.
- C. Have no more than two (2) open customer concerns or Corrective

Action Reports (CARs) unresolved for over 30 days at the time of the submission and review process.

2. Additional Evaluation Criteria

In addition to the minimum requirements outlined above, preference will be given to contractors based upon the additional recommended qualifications and evaluation criteria outlined below.

- A. Routinely perform work through the Program
 - i. Participating Contractors who have a strong presence on Long and have the capacity, and can commit to, and complete at least 20 projects referred to the contractor during the participation period.
- B. Provide comprehensive energy efficiency services
 - i. In addition to BPI GoldStar status (minimum qualification), contractors must maintain at least one of the following specialty certifications: BPI Envelope, BPI Heating, NATE, NORA or BPI Manufactured Housing specialty certifications. Contractors that can provide comprehensive services by holding multiple certifications are preferred.
- C. Contractor's performance
 - i. NYSERDA will seek input from Program Implementation staff on the applicant's ability to consistently meet or exceed Program expectations including, but not limited to, responsiveness to Implementation/Program staff, proficiency of administrative procedures, responsiveness to inspection reports, customer concerns, and ability to perform quality work on a consistent basis.

3. Selection Process

- A. All applications received by the contractor application submission deadline will be reviewed by NYSERDA Program and Implementation staff to ensure they meet the Minimum Requirements outlined in Section 1 and will be scored and ranked based on the Additional Evaluation Criteria listed in Section 2.
- B. Referral goals will be established based on contractor ranking and capacity.
- C. All applicants will be notified of approval/denial status.

- D. Each approved applicant will be notified of the anticipated number of EmPower Home Performance/ Electric Reduction referrals to be served.

4. Referrals

Referral procedures will follow the provisions outlined in the Low-Income Addendum with the following exceptions:

- A. Work will be distributed based upon the number of successful applicants, the ranking of the applicants, and their capacity. Meeting the requirements and additional evaluation criteria of this Addendum is not a guarantee of referrals. Referrals will be made at NYSERDA's discretion.
- B. Under this Addendum, NYSERDA will allocate all work. Participating Contractors may not refer households into the program nor shall advertise or promote the program to recruit participants.
- C. By signing this Addendum, the Participating Contractor understands that NYSERDA cannot guarantee funding for projects above the number listed above.

4. Program Procedures

- A. All Program procedures, including Pricing and Project Eligibility and invoice and Payment procedures shall follow the provisions outlined in the Low-Income Addendum.
- B. Projects are not eligible for incentives for the same measures through both NYSERDA's EmPower NY Program and other programs, such as PSEGLI's Residential Energy Affordability Partnership Program and National Grid's low-income program.

5. Participating Contractor Approval

NYSERDA has a defined budget and timeline to serve low-income customers on Long Island and reserves the right to limit the number of contractors approved to provide programmatic services to low-income customers, and the number of projects assigned to approved Participating Contractors. Approval of this Addendum by NYSERDA does not guarantee that projects will be assigned to the Participating Contractor.

APPLICANT AGREEMENT OF TERMS & CONDITIONS

By signing this Addendum, I attest that I have read, understand and agree to comply with the terms and conditions listed in this Addendum, in the 2019-2020 NY Residential Existing Homes Program Contractor Participation Agreement and the Contractor Resource Manual. This Addendum will remain valid unless the contractor no longer wishes to participate in the Program, provides written notice to NYSERDA that they no longer wish to participate in this effort, or the funding source for these activities is exhausted. I understand that I must maintain minimum criteria for eligibility throughout the duration of this agreement.

Company Information:

Company Name

Number of **EmPower Home Performance Projects** Contractor Can Serve during the participation period: _____

Number of **EmPower Electric Reduction Projects** Contractor Can Serve during the participation period: _____

Number of Residential Energy Efficiency Projects Completed on Long Island in the Last 12 Months (both in and outside of EmPower NY): _____

List of Current Certifications:

Name of Authorized Contact

Signature

Date

Applicants should submit this entire Addendum including signed signature page to hpwes@nyserda.ny.gov for consideration. Applications submitted after the contractor application deadline will not be considered.