

October 27, 2017

Dear Prospective Contractor:

The Weatherization Assistance Program (WAP) is a federal grant program administered in the State of Kentucky through a partnership between Kentucky Housing Corporation and a network of 23 Community Action Agencies across Kentucky. The purpose of the program is to provide low income households with services that reduce that household's energy consumption. These measures can and oftentimes do cover water heater replacement, HVAC repair, insulation and air infiltration reduction. Every measure completed through Weatherization funds must be recommended by the Energy Auditor using the NEAT/MHEA audit tool created by the U.S. Department of Energy.

Multi-Purpose Community Action Agency (MPCAA) is seeking qualified contractors to be placed on its approved contractor list. To be on the approved list, contractors must provide the following documentation:

- WX 10 (Contractor Application)
- WX 12 (Non-Financial Agreement)
- Certificate of General Liability Insurance (\$800,000 for contractors performing regular Weatherization work
- HVAC contractors must have a minimum insurance level of \$500,000 for general liability and \$300,000 for property damage.
- Electrical Contractors must have minimum certificate of insurance in the amount of \$500,000 general liability
- Plumbing Contractors must have a minimum Certificate of Insurance for General Liability in the amount of \$250,000.
- Proof of compliance with workers compensation and unemployment insurance laws of the Commonwealth

Additionally, any contractor who would like to participate in the program will have to obtain the following training certifications.

- Business License where applicable
- 8 hour LSWX class (Lead Safe Work Practices)
- Lead Safe Renovator Class (RRP)
- The company must have Lead Renovator Firm Status
- First Aid Course
- CPR Course
- ASHRAE 62.2 (only if they plan on installing the exhaust fans)
- Mold /Moisture Class (online Webinar)
- Asbestos Training

If you have follow up questions regarding any of the above, please contact Chris Childers, WX Director of Multi-Purpose Community Action Agency. He can be reached by calling 606-545-3108 or e-mail at chris@cumberlandenergy.net. You may also call Kim Embrey-Hill, Executive Director at 502-633-7162 or e-mail at kim@mpcaa.org.