

**REQUEST FOR QUALIFICATIONS (RFQ) APPLICATION TEMPLATE**

**2021 Manufactured Home Heat Pump Promotion**

This template is provided to assist you with your submission response. You are not required to use this form to submit a response for this RFQ. Submissions should go to communitypartners@energytrust.org.

# Company Profile and Service Area

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| **Company Name**  |       |
| **RFQ Point of Contact: Name** |       |
| **RFQ Point of Contact: Phone Number** |       |
| **RFQ Point of Contact: Email Address** |       |

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| Please describe the local structure of your organization (including financial stability, number of employees and other resources). Please include your trade ally status and a description of your participation with Energy Trust. Include any other information about your company that is relevant to this promotion.  |
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| **Company Address** |       |
| **Mailing Address (if different from above)** |       |
| How far are you willing to travel for this promotion? If you typically serve a larger area than you’re willing to serve in this promotion, please indicate that here and let us know why there’s a difference. |
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| Why are you interested in participating in this promotion? |
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# Demonstrated Experience

What is your experience designing and installing central and ductless heat pumps in manufactured homes?

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| How many ducted and/or ductless heat pumps do you install weekly, monthly and/or annually?* Roughly what percentage do you install in manufactured homes?
* What factors show us that you are experienced designing and installing ducted and ductless heat pumps in manufactured homes?
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| What differences exist between ducted and/or ductless heat pump installations in manufactured home compared to ducted and/or ductless heat pump installations in site-built homes? How do you navigate these differences? |
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| How will you assure the rated airflow of your installed systems? Knowing that system performance is important to us, is there anything that you don’t do with your standard installations, but are willing to include as part of this promotion? |
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| What would you consider success for your organization’s participation in this promotion? (e.g. project volume goals, etc.) |
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| What marketing or sales strategies do you have and what will you use if selected for participation in this promotion? Include any community and/or manufactured home park partnerships that you will be able to offer as well as any previously successful campaigns targeted towards manufactured homeowners. |
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# Pricing

Please complete the tables below for both central heat pump and ductless heat pump equipment information and include a manufacturer’s cut sheet for each system bid below as part of the application submission. Respondents should offer one price per product that will cover all installation requirements. Re-use of the existing air handler is expected for central heat pump installations. Not that you may include more than one model at each system size. **Installation price should include all materials needed for a standard installation, including standard electrical costs.** (Installation costs for ducted/central heat pumps not-to-exceed $5,600) Please fill out the following information:

1. **Central Heat Pumps**

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| **Central Heat Pump Controls** |
| Thermostat Manufacturer |       |
| Model Name |       |
| Model Number |       |

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| **Nominal Capacity** | **Outdoor Manufacturer** | **Outdoor Model #** | **Indoor Coil Model #** | **AHRI#** | **HSPF** | **SEER** | **EER** | **Proposed Total Project Cost** |
| 1.5 ton |       |       |       |       |       |       |       |       |
| 2 ton |       |       |       |       |       |       |       |       |
| 2.5 ton |       |       |       |       |       |       |       |       |

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| Descriptions of warranties that ensure the long-term durability, operation, and maintenance of each installation:  |
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| Describe any factors or special conditions which would result in additional costs: |
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 **Additional Pricing Requests**

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| **Heat Pump Capacity** | **Furnace Manufacturer** | **Indoor Furnace Model #** | **Indoor Coil Model #** | **AHRI#** | **HSPF** | **Additional Cost for Air Handler** |
| 1.5 ton |       |       |       |       |       |       |
| 2 ton |       |       |       |       |       |       |
| 2.5 ton |       |       |       |       |       |       |

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| **Heat Pump Capacity** | **ECM Manufacturer** | **ECM Model #** | **Additional Cost for ECM** |
| 1.5 ton |       |       |       |
| 2 ton |       |       |       |
| 2.5 ton |       |       |       |

1. **Ductless Heat Pumps**

Please fill in the tables below with your ductless heat pump equipment.

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| **Nominal Capacity (Btu/hr)** | **AHRI Rated Capacity at 47 degrees (Btu/hr)** | **Manufacturer** | **Outdoor Model #** | **Indoor Model #** | **AHRI #** | **HSPF** | **Proposed Total Project Cost** |
|       |       |       |       |       |       |       |       |
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| Descriptions of warranties that ensure the long-term durability, operation, and maintenance of each installation: |
|       |
| Describe any factors or special conditions which would result in additional costs: |
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# Additional Services

Please complete the tables below for both central heat pump and ductless heat pump equipment information and include a manufacturer’s cut sheet for each system bid below as part of the application submission.

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| How do you plan to educate customers, particularly DHP customers, about their systems? (e.g. Will you leave any information behind? Will you remind customers via email 6-12 months after install about recommended settings?) Please note who you expect to educate and how. |
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| What financing will you be able to offer customers, and how frequently do you currently use it for manufactured home HVAC upgrades? |
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| Please indicate if you have other designations that we should consider when reviewing your application* Are you a minority, woman, or veteran owned business?
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| Do you serve rural or historically underserved communities in Portland General Electric or Pacific Power territory? If so, please include which ones. |
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| Are you bilingual or do you employ bilingual administrative or technical staff? Can you market to, assist, and educate bilingual customers? |
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| Do you have the equipment and materials necessary for or interest in becoming a manufactured home free service provider? (offering duct sealing and repair)? If so, do you have Performance Tested Comfort Systems (PTCS) certified staff and/or airflow testing equipment (blower door, duct blaster and/or flow plate?) |
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| If not listed above, are there other additional lower cost services you would like to offer or provide that benefit rental owners, property managers, or tenants as part of this promotion?  |
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