# COCHISE COUNTY
# PROCUREMENT DEPARTMENT

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**27-01-DEV-01**

Energy Auditor Services for
Cochise County HOME Investment Partnerships Program Grant
**Attachment 2 – Scope of Work and Requirements**

In accordance with 27-01-DEV-01, the contractor shall provide to the satisfaction of Cochise County ("**County**") all labor, materials, transportation, and expertise to perform energy auditor services for the Cochise County HOME Investment Partnerships Program Grant.

**Background:**

Cochise County was awarded a $794,000.00 grant for the purpose of rehabilitating eligible houses within Cochise County. The energy auditor will serve as a valuable expert consultant to help Cochise County ensure that the funded rehabilitation housing projects are conducted in accordance with state and federal energy efficiency standards and that they protect the health and safety of the residents.

**Tasks:**

- Perform a visual walk-through survey that includes a visual inspection of the HVAC system, insulation, water heating, and control system.
- Perform a whole house air leakage test using blower door tests, where appropriate, to locate drafts and assess insulation levels and air tightness.
- Perform carbon monoxide and ventilation safety testing that includes testing combustion appliances for gas spillage, proper draft pressure, and safe carbon monoxide levels.
- Prepare an equipment and appliance inventory that documents the age, condition, and efficiency ratings of HVAC systems, water heaters, and major appliances.
- Provide a written energy audit report that details the blower door test and safety inspection outcomes. Report must include a prioritized list of energy conservation measures.
- Assist in marketing and implementing the revolving loan funds.

**Requirements:**

- Must be Building Performance Institute (BPI) certified. Certification must be at the Building Analyst level or higher.
- Must have significant experience in energy auditing of residential properties.
- Selected vendor must have an active registration in SAM.GOV and show no exclusions.