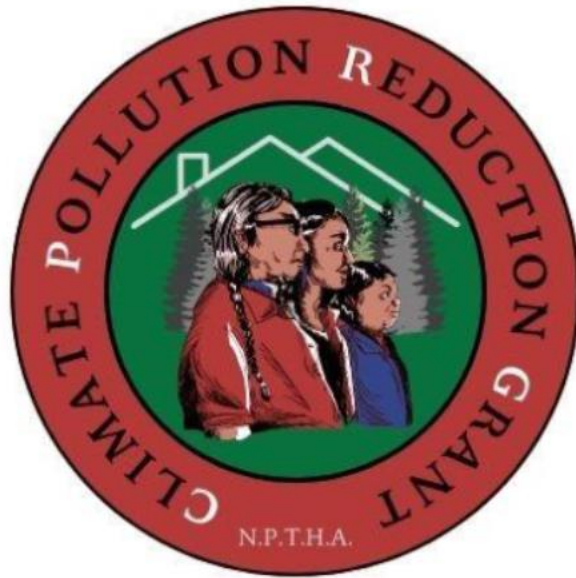


**NEZ PERCE TRIBAL HOUSING AUTHORITY CPRG RESIDENTIAL
ENERGY PROGRAM**



Request for Proposal (RFP)

**Residential Weatherization & Insulation Professional
(RWIP)**

RFP # CPRG-RE-WEATHERIZATION-01

Physical Address: 111 Veteran Drive, Lapwai, Idaho 83540

Mailing Address: PO Box 188, Lapwai, Idaho 83540

Phone (voice) (208) 843-2229

Phone (fax) (208) 843-2973

1. Background

The Nez Perce Tribal Housing Authority is implementing the residential energy portion of a Climate Pollution Reduction Grant (CPRG) funded by the U.S. Environmental Protection Agency. NPTHA is the sub-award recipient for the residential energy portion of this grant, overseen by the Nez Perce Tribe. The CPRG Residential Energy program is targeting up to 650 tribal homes to receive energy upgrades (energy audits, weatherization, and heat pump installation) and 350 homes to receive new energy efficient wood stoves. The wood stove and energy audit components are actively being implemented. Applicant selection criteria prioritize elder tribal homeowners (age 62+) and homes with imminent health and safety issues.

2. Scope of Work

The Nez Perce Tribal Housing Authority CPRG Residential Energy Program, (“NPTHA CPRG RE”), is seeking Proposals from qualified entities for three (3) residential weatherization and insulation professionals. The Residential Weatherization and Insulation Professionals (RWIP) are contracted positions and will conduct approximately 125 (in total) prescribed home weatherization and insulation improvements on the Nez Perce Reservation during the calendar year 2026.

Recommended weatherization improvement measures are developed for each home in advance by the *Residential Energy Auditor (REA)* during the home’s energy audit. The energy audit report produced includes a prioritized list of action items for the RWIP to complete. This report will be shared with the RWIP prior to their initial on-site assessment. The RWIP will consult with the REA and CPRG RE Coordinator as needed to refine their plan of work for each home. Weatherization work precedes HVAC site analysis and air-source heat pump installation. Weatherization work will be followed by a second blower door test to assess effectiveness of the improvement measures. Some homes may have already received or will be scheduled to receive wood stove replacement (WSCO). The WSCO component of the program does not directly affect the weatherization work.

Core Tasks

- Identification and sealing of air leaks generally
- Crawl space sealing, insulation, and vapor barrier installation
- Attic sealing, insulation and venting
- Installing weatherstripping, caulking and air sealing doors and windows

- Limited door and window replacement
- Bathroom and kitchen exhaust fan repair and installation
- Mold remediation
- Spot exterior wall insulation
- Insulation of mechanical systems and other structural components
- Minor wall, roof, and floor repair

Minor repairs are small issues that don't require a complete replacement, such as missing, torn, or cracked shingles, leaks around vents or flashing, nail lifting, small holes, or pest damage. Roof replacement and full home window replacement are not allowable for this project.

Communication & Compliance

- Maintain scheduled jobs and related appointments
- Communicate with CPRG team and update tracking spreadsheets in a timely manner
- Adhere to safety requirements from OSHA
- Comply with Davis-Bacon (DBRA) and Build America, Buy America Acts (BABA), where applicable
- Identify presence of lead and/or asbestos, document, develop mitigation plan, and communicate findings to CPRG RE staff
- Comply with the Tribal Employment Rights Office (TERO)

Authority and Role

RWIPs will answer to the NPTHA CPRG RE Program Coordinator.

3. Contract Term and Budget

- Anticipated contract term: **5 months**
- Contract type: **Professional services agreement**
- Compensation: **Hourly or fixed monthly support**
- Not-to-exceed amount: **\$500,000** per contractor (**\$1,500,000** in total for 3 contractors); this is based on a \$12,000 per home budget
- Respondents should propose a cost-effective level of effort appropriate to the scope of work and clearly identify proposed hours and assumptions.

The NPTHA CPRG RE Program is not obligated to expend the full contract amount. Any contract extension or additional procurement will be based on program needs, contractor performance, funding availability, and applicable NPTHA approval requirements.

4. Minimum Qualifications

- Automobile license
- Commercial General and Umbrella Liability Insurance (\$1,000,000 per occurrence)
- Workers' Compensation and Employer's Liability Insurance (in accordance with State Law)
- Experience performing insulation and weatherization tasks
- References to validate personal and professional skills
- Current license with the Idaho Contractors Board (DOPL)

Preferred Qualifications

- Experience working with Tribal governments or Tribal programs
 - Experience balancing efficiency and quality on a rigorous timeline
 - Familiarity with federal funding requirements (e.g., 2 CFR 200, Build America Buy America)
 - Experience with EPA quality assurance requirements and benefits tracking/reporting
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5. Proposal Requirements

Proposals should include the following:

1. Firm/Consultant Information

- Overview of the firm or individual
- Relevant experience and qualifications

2. Approach

- Description of how the scope of work will be carried out
- Proposed staffing and level of effort (hours per week/month), including an estimate of hours by major task area (e.g., reporting, procurement support, coordination, and tool development)

- Approach to coordination, procurement support, reporting, and development of tools/systems, and technical tracking and reporting support
- Description of how the contractor will ensure that tools, templates, and systems developed under this contract can be maintained and used by WRD staff after the contract ends

3. Relevant Experience

- Examples of similar work, particularly federal or EPA-funded projects
- Experience with Tribal governments (if applicable)

4. Cost Proposal

- Hourly rates and/or proposed total cost*
- Estimated level of effort and cost assumptions
- Clear identification of the total proposed cost for the 6-month term

**This project is federally funded/assisted and is subject to Davis-Bacon and Related Acts (DBRA). The contractor and all subcontractors must pay laborers and mechanics no less than the local prevailing wages and fringe benefits established by the U.S. Department of Labor. These wage requirements apply to all workers on the site of the work, regardless of their contractual relationship (including 1099 independent contractors).*

5. References

- At least two references for similar work

6. Indian Preference (Required Disclosure)

- Indicate whether the firm qualifies as an Indian-owned business under Tribal policy
- If claiming Indian Preference, provide documentation of eligibility

There is no strict page limit; however, proposals should be concise and focused on relevant experience and approach.

6. Evaluation Criteria

Proposals will be evaluated based on the following:

- Relevant experience and qualifications, including reference review (30%)
- Understanding of the scope and approach (30%)
- Cost and level of effort (30%)
- Responsiveness and completeness of proposal (10%)

Indian Preference will be applied in accordance with Tribal procurement policy.

7. Submission Information

Proposals must be submitted electronically to:

William Boyd

CPRG Residential Energy Coordinator

Nez Perce Tribal Housing Authority

williamb@nezperce.org

Deadline: July 31, 2026

8. Additional Terms

The Nez Perce Tribal Housing Authority CPRG RE Program reserves the right to:

- Reject any or all proposals
- Request additional information or clarification
- Negotiate scope, schedule, or cost with selected respondents
- Make an award without further discussion of the proposals submitted
- Investigate references, including references other than those provided in the proposal

All procurement actions will follow applicable NPTHA procurement policies and federal grant requirements. Compensation must comply with applicable federal grant requirements, including EPA limitations on compensation for individual consultants where applicable.

9. Indian Preference

This procurement is subject to the Nez Perce Tribe's Indian Preference provisions in accordance with Tribal policy.

Preference will be given to qualified Indian-owned businesses and enterprises, consistent with applicable federal law. Firms claiming Indian Preference must provide documentation of eligibility.