


Memorandum



Date: February 13, 2023

To: Gary Hartfield, Division Director
Small Business Development

From:  Martha Perez, WAP Maintenance Supervisor 2
Community Action and Human Services Department

Subject: Weatherization Assistance Program (WAP)
Project Review – RPQ No.: WAP-055

This memorandum serves as a formal request to review Request for Price Quotation (RPQ) No.: WAP-055 for the Weatherization Assistance Program under the MCC 7360 Plan the project estimated amount is \$ 28,040 for four (4) residential properties.

The Weatherization Assistance Program (WAP) is federally funded through the State of Florida Department of Economic Opportunity to assist pre-qualified low-income homeowners in Miami-Dade County. Individual work scopes includes the major components/WAP required mechanical ventilation measures installation such as: Energy Recovery Ventilator (ERV), Bathroom Exhaust Fans and Kitchen Exhaust Fans in addition to, the Central HVAC components: air filter replacement, ductwork, smart thermostat, tune-up or existing inefficient central A/C replacement, as well as the basic components/WAP required measures installation: smoke detectors, CO detectors, air conditioning filters, showerheads, dryer ventilation, A/C duct leak repairs, water heater pipe insulation, window and door replacement as itemized on each individual work scope included on the above mentioned RPQ.

Please let me know if you require additional information.

Thank you in advance for your assistance in this matter.

cc: Laurie Johnson, SBD Section Chief
Adrian Frazier, Energy, Facilities and Transportation Division Director