

Request for Qualifications

Qualified Contractors for HVAC and Weatherization

Energy Retrofits of Municipal Buildings

Lamoille County Planning Commission

On behalf of Lamoille County Municipalities

Schedule

Posted Date: May 2, 2025

Deadline for Submission of Questions: May 9, 2025

Responses to Questions posted: May 16, 2025

Deadline for Submission of Qualifications: May 23, 2025 at 5:00pm

Contractors Selected: June 13, 2025

Contracts Executed: June 30, 2025

Project Completion Deadline: November 30, 2026

All proposals must be clearly marked and delivered via email to: **Victoria Hellwig, Regional Planner** with the Lamoille County Planning Commission (LCPC), at victoria@lpcvt.org. Hard copy submissions will not be accepted. Proposals will receive confirmation via email. All questions should be sent to Victoria (victoria@lpcvt.org) by May 9, 2025. All questions will be answered and posted to the LCPC website (www.lpcvt.org) by May 16, 2025. **All proposals must be received via email by May 23, 2025 at 5:00pm.**

Qualified disadvantaged businesses (DBE) and women-owned businesses (WBE) are encouraged to submit proposals. The LCPC in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC § 2000d to 2000d-4), hereby notifies all contractors that it will affirmatively ensure that for any contract entered into pursuant this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit proposals in response to this invitation and will not be discriminated against on grounds of race, color, or national origin in consideration for an award.

I. Introduction and Background

This Request for Qualifications is for developing and implementing HVAC and weatherization projects in Lamoille County, Vermont, funded by the Municipal Energy Resilience Program (MERP) grant funding. The Lamoille County Planning Commission (LCPC) seeks proposals from qualified contractors to support municipalities in developing and implementing municipal building improvements related to the Municipal Energy Resilience Program (MERP). The MERP is funded by the State Department of Buildings and General Services through Act 172 (2022), with goals of fuel switching, reducing greenhouse gas emissions, improving energy efficiency, reducing costs from fuel use, and improving comfort for building occupants. The MERP program also supports ventilation and accessibility improvements.

Regional municipalities received free energy assessments under the MERP program, to identify energy efficiency improvement opportunities at a municipality-owned building and provide specific recommendations for Energy and Conservation Measures (ECMs). Consultants reviewed building systems and envelopes, analyzed historical utility data, and provided a package of recommendations for building improvements and energy saving measures in an assessment report. Municipalities that received an assessment were eligible to apply for a MERP Implementation Grant to pursue recommended ECMs.

Municipalities that received both MERP energy assessments and implementation grant funds to implement recommended energy conservation measures include the following communities:

- Town of Belvidere
- Town of Eden
- Town of Hyde Park
- Town of Johnson
- Village of Johnson
- Town of Morristown
- Town of Wolcott

Municipalities are looking to identify and hire qualified contractors to develop and implement the ECM projects identified in the MERP Assessment Reports and funded by the MERP Implementation Grant.

The LCPC was also allocated funding to support municipalities in the region to support projects and provide technical assistance.

II. Qualifications Proposals and Scope of Work

To ensure that awarded municipalities are prepared for project implementation and have a list of qualified contractors to choose from to complete recommended projects, the

LCPC is gathering information on contracting firms available to develop and implement successful energy efficiency and conservation projects.

The LCPC seeks qualified contractors in the following areas:

1. Heating, Ventilation, and Air Conditioning (HVAC) Improvements
2. Insulation, Air Sealing, and Weatherization
3. Window Replacements
4. Other Building Envelope Energy Conservation Measures and Improvements

Qualifications to complete Scope(s) of Work should cover any or all of the above measures as identified in the scope of work for municipal MERP Implementation Grant awards and the free Energy Assessment Reports for the municipal building.

Please see Appendix A for Scopes of Work from the MERP Implementation Grant awards for each municipal building. A copy of the full MERP Energy Assessment Report is available as a separate attachment and can be provided via email upon request.

A. Qualified contractors should be able to provide the following services:

1. Participating in a project Kickoff Meeting and communicating with building contacts (the LCPC will provide a list of building contacts to selected contractors).
2. Refining the scope(s) of work for projects and developing necessary design plans.
3. Developing and filing necessary permits.
4. Coordination with the LCPC and state agencies, including the Department of Historic Preservation (as applicable).
5. Development of construction documents.
6. Construction of Building Envelope HVAC/Weatherization projects (contractors may sub-contract with other qualified sub-contractors for project elements as needed).
7. Construction oversight and project management services on behalf of the Town(s) (as needed).

Contractors that provide full design/build services, and/or are listed as an Efficiency Vermont Efficiency Excellence Network (EEN) member trained in energy efficiency services are encouraged to respond.

B. Contractors are encouraged to respond with:

1. Availability to support some or all the towns with services in project areas for specific buildings (see scope of work by buildings attached), and
2. A proposal with hourly rates and estimates to complete the scope of work per building.

Additional information on submission requirements is provided in the following section.

III. Submission Requirements

An electronic copy of qualifications proposals shall be submitted to Victoria Hellwig, Regional Planner with the LCPC at victoria@lpcvt.org by May 23 at 5pm.

All responses to the RFQ shall include the following information:

1. **Cover Letter**, expressing interest in projects for at least one municipal building, confirming that all elements in the scope of work and deadline can be met.
2. **Statement of Qualifications and Staffing**, describing experience in relevant project areas needed to fulfill the project scope for at least one municipal building as outlined in Attachment A. List which project team members have worked on which related projects. Include resumes of key staff who will be working on the project, and a brief description of their roles in the project. Sub-contractors must be identified and their qualifications also described.
3. **Hourly Rates and Cost Estimate(s)**, including proposed hourly rates for all project staff and any sub-contractors, ballpark estimates to complete scopes of work for MERP projects at municipal buildings as described in Attachment A, and a professional opinion on whether the cost estimates provided for relevant projects in the attached MERP Assessment Report Energy Conservation Measure tables are low, reasonable/expected, or high (see Attachment B or separately attached MERP Energy Assessment reports).
3. **References** (minimum of 2).

The proposal encompassing all the items above shall not exceed 5 double-sided pages (10 pages total), including the cover letter, project lists, and contacts.

IV. Selection Process

A stepped evaluation process will be used to pre-qualify qualified contractors to work with municipalities in Lamoille County that received MERP Implementation Grants. After being pre-qualified, municipalities may bid work for projects for each building among pre-qualified contractors or work directly with a pre-qualified contractor based on experience, expertise, and/or cost effectiveness.

All proposals will be evaluated using the criteria listed below by a selection committee with representatives from each municipality and the LCPC. Evaluation of the proposals will be based on the following:

- A. Qualification and experience of staff expected to work on the project (20%)
- B. Adequate resources and staffing to do the work (20%)
- C. Knowledge of HVAC/Weatherization practices and project requirements (20%)
- D. Hourly rates and ballpark cost estimates (30%)
- E. Quantity of projects addressed in qualifications proposal (10%)

V. Contracting Provisions

Development of Formal Proposal

As a part of the RFQ response, the selected contractor will provide a proposal with qualifications and an estimated price for projects based on the work to be completed. If pre-qualified through this process, a formal proposal and not-to-exceed price will be provided to municipalities and agreed on in contract negotiations.

Contract Completion

Due to requirements of the MERP funding, **all projects are expected to be completed by December 2026**. A final performance schedule and deadline under the scope of work will be negotiated with the municipality and selected contractor.

Payment

The contract will cover the performance of all eligible services, expenses, and materials. The amount and timing of payments will be determined through contract negotiations and between the Town and the hired contractor. Contractors can bill the Town no more than bi-monthly up to the contracted amount as progress on construction is made. The hired contractor will be asked to provide a progress update (memo or email) to accompany invoices.

Project work is being funded through the municipal MERP Implementation Grant award, through the Department of Buildings and General Services.

Ownership of Materials

All qualifications submitted in response to this RFQ become the property of the LCPC and the applicable municipalities. All reports, documents, maps, data, and materials developed by the contractor for projects shall be the property of the town(s) and shall be treated as public information. The LCPC and Municipality retain the right to reject any and all proposals received, to negotiate with any qualified source, or to cancel in part or in its entirety this Request for Qualifications as in the best interest of the LCPC and Municipalities. This solicitation in no way obligates the LCPC or Municipalities to award a contract.

Compliance with State and Federal Laws

The contractor and any sub-contractors must comply with any and all applicable laws, statutes, ordinances, rules, regulations, and requirements of federal, state, and local governments and agencies which relate to, or in any manner affect the performance of the agreement, signed by the selected contractor. All consultants, and any sub-

consultants, must comply with the Standard State Provisions for Contracts and Grants. Standard State Contracting language for subcontractors is included in Attachment F.

All consultants, and any sub-consultants, must comply with all pertinent federal, state, and local laws, must carry adequate insurance coverage (not less than \$1,000,000-per occurrence; \$1,000,000- General Aggregate; \$2,000,000- Products/Completed Operations Aggregate; and \$50,000- Fire Legal Liability; and \$1,000,000 Automotive, including hired and non-owned coverage, combined single limit) and must affirm being an equal opportunity employer with an affirmative action plan. It is further stated that it is the policy of the State of Vermont that Disadvantaged Business Enterprises (DBE) have the opportunity to participate to the maximum extent feasible in procurement and contracting. The State of Vermont has set a goal of achieving at least ten percent (10%) participation by DBE firms in the dollar value of contracts awarded. Consultant(s) shall further certify that it will comply with the provisions of the Americans with Disabilities Act.

The LCPC, and municipalities, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all respondents that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

VI. Attachments

- A. MERP Implementation Scope(s) of Work
- B. MERP Energy Assessment Report Energy Conservation Measures Tables
- C. Certificate of Non-Collusion and Debarment
- D. Certificate of Tax Compliance
- E. MBE/WBE Participation
- F. Standard State Contracting Language

Attachment A

Municipal Energy Resilience Program (MERP) Implementation Grant Awards

Scopes of Work* - by Municipality and Municipal Building

*Please note: Scopes of Work are broad per the State Department of Buildings and General Services to provide flexibility for implementation.

I. Town of Belvidere

A. **Town Office – 3996 VT Route 109, Belvidere VT 05442**

The Belvidere Town Office upgrades include:

1. HVAC improvements: Install a mini split heat pump into the vault.
2. Envelope:
 - a. Insulation.
 - b. Air sealing Main office.
 - c. Improve Attic Insulation up to R-49.
 - d. Insulate DHW lines to R-4.
 - e. Install high performance energy efficient window films.
 - f. Install a vapor barrier.
 - g. Insulation to the flooring.
3. Lighting: Installing new ENERGY STAR or certified LED lights.

B. **Old Schoolhouse #2 – 5864 Route 109, Belvidere VT 05442**

The Belvidere Old Schoolhouse upgrades include:

1. Envelope: Replacing external single glaze windows with new double pane windows rated U-.31.

II. Town of Hyde Park

A. **Town Office – 344 VT 15 West, Hyde Park VT 05655**

The Town Municipal Building upgrades include:

1. HVAC
 - a. Mini Split Heat Pump
 - b. Energy Recovery Ventilator

B. **Library – 141 Main Street, Hyde Park VT 05655**

The Lanpher Memorial Library upgrades include:

1. HVAC
 - a. Install ductless mini-split heat pumps and other heat pump units to supplement existing heating equipment.
 - b. Install two Energy Recovery Ventilators.
 - c. Install 24,000 BTU mini split on the second floor.

2. Envelope: Install 12 new double pane low-e windows.

C. Gihon Valley Hall – 5211 VT 100 N, Hyde Park VT 05655

The Gihon Valley Hall upgrades include:

1. Envelope
 - a. Weatherstripping to stop air leakage
 - b. Installation of insulation per the assessment

III. Town of Johnson

A. Town Garage – 663 Railroad Street, Johnson VT 05656

The Town Garage upgrades include:

1. Install self-learning thermostats
2. 76x feet of door sweeps
3. Improving attic insulation to R-49

IV. Morristown

A. Town Office – 43 Portland Street, Morrisville VT 05661

The Town Hall upgrades include:

1. HVAC
 - a. Install programmable thermostats
 - b. Installing a heat pump system
2. Envelope
 - a. 312 linear feet of door sweeps
 - b. Attic insulation increased to R-49
3. ADA Improvements which budget to 20% of the total project construction cost

B. Police Station – 121 Lower Main Street, Morrisville VT 05661

The Police Department upgrades include:

1. HVAC: Replace a 218 MBH HVAS system with a heat pump system
2. Envelope:
 - a. Install 134 linear feet of door sweeps
 - b. Increase the attic insulation to R-49
 - c. Replace the wooden frames and add a double glazing for windows
3. ADA Improvements which budget to 20% of the total project construction cost

C. Fire Department – 165 Upper Main Street, Morrisville VT 05661

The Fire Department upgrades include:

1. Envelope
 - a. Insulation will be installed to improve insulation to R-49
 - b. Add 100 linear feet of door sweeps
2. ADA Improvements which budget to 20% of the total project construction cost

V. Wolcott

A. **Town Office – 28 Railroad Street, Wolcott VT 05860**

The Town Office upgrades include:

1. HVAC: Installation of 3 smart thermostats to existing heating system.
2. Envelope:
 - a. Improvement to insulation in the attic to bring to R-49 value
 - b. Addition of 49 linear feet of door sweeps
3. ADA improvements in the bathroom of the building which budget no more than 20% of the total project construction cost

Attachment B
Municipal Energy Resilience Program
Tables of Energy Conservation Measures



Nova
Group

Inspired Solutions
by Nova Group

MERP LEVEL 2 ENERGY ASSESSMENT

Prepared For

Department of Buildings & General Services - State of
Vermont
133 State Street
Montpelier, VT 05633



Belvidere - Town Clerk's Office
3996 VT Route 109
Belvidere, VT 05442



Nova
Group

Carbon
Neutral
Report

novagrouppbc.com/carbonneutral

Evaluated Energy & Water Conservation Measures											
ECM #	Description of ECM	Projected Initial Investment (\$)	Natural Gas (therms)	Propane (gal)	No. 2 Oil (gal)	Steam (ML)	Wood (lbs)	Electricity (kWh)	Estimated Annual Water Saving (kGal)	Total Estimated Annual Cost Savings (\$)	Simple Payback (Years)
Evaluated Measures											
1	Improve air sealing in the Main Office area by reducing ACHn rate by an estimated 10%.	\$ 1,500	N/A	32	N/A	N/A	N/A		N/A	\$ 101	14.88
2	Improve attic insulation in the Main Office area to achieve uniform R-coverage (from R-38 to R-49)	\$ 3,420	N/A	9	N/A	N/A	N/A		N/A	\$ 28	120.63
3	Windows Option 1: Install high performance energy efficient window films on all seven (7) windows.	\$ 310	N/A	63	N/A	N/A	N/A		N/A	\$ 198	1.56
4	Windows Option 2: Install ENERGY STAR certified double-pane windows rated appropriately for this climate zone (> 0.27 U-value, 0.5 SHGC) on all seven (7) windows.	\$ 8,400	N/A	95	N/A	N/A	N/A		N/A	\$ 299	28.07
5	Install low flow 1.0 GPM EPA WaterSense-certified aerator in the bathroom	\$ 10	N/A	N/A	N/A	N/A	N/A	44	N/A	\$ 13	0.76
6	Replace the office refrigerator with an ENERGY STAR rated model	\$ 250	N/A	N/A	N/A	N/A	N/A	40	N/A	\$ 12	21.04
7	Replace the domestic hot water tank with higher efficiency (.99 EF), point of use model.	\$ 900	N/A	N/A	N/A	N/A	N/A	166	N/A	\$ 49	18.25
8	Install insulation on DHW lines to R-4	\$ 50	N/A	N/A	N/A	N/A	N/A	39	N/A	\$ 12	4.32

Evaluated Energy & Water Conservation Measures											
9	Upgrade interior lighting (3) with ENERGY STAR or DLC certified LED technologies and install occupancy sensors (4)	\$ 760	N/A	N/A	N/A	N/A	N/A	147	N/A	\$44	17.41
10	Floor Option 1: Improve floor structure and comfort by removing the current floor, remediating the mold, installing a vapor barrier, installing insulation, laying a new slab, and putting down a new hardwood floor. It is strongly recommended to consult with a professional flooring / moisture remediation specialist prior to implementing this measure, as every situation is specific.	\$32,063	N/A	130	N/A	N/A	N/A	N/A	N/A	\$408	134.81
11	Floor Option 2: Improve floor structure and comfort by remediating the moisture issues, installing a vapor barrier, and installing insulation. It is recommended to consult with a professional flooring / moisture remediation specialist prior to implementing this measure, as every situation is specific.	\$ 22,800	N/A	130	N/A	N/A	N/A	N/A	N/A	\$ 408	55.88
12	Condition the vault by installing a mini-split heat pump, and adding sensors to monitor the temperature and humidity to keep the levels steady for document storage. The temperature should stay between 68°F and 76°F and the humidity should be in the 35 - 55% range. There are no energy savings associated with this measure because this is a currently an unconditioned space.	\$6,000	N/A	(121)	N/A	N/A	N/A	-	N/A	\$ (382)	(15.71)

Evaluated Energy & Water Conservation Measures											
Totals (with option 1 for windows, option 2 for floor)	\$36,000	N/A	112	N/A	N/A	N/A	436	N/A	\$483	74.50	
Interactive Savings Discount @ 10%			101				393		\$435		
Total Contingency Expenses @ 15%	\$41,400										
Totals for Improvements	\$41,400	N/A	101	N/A	N/A	N/A	393	N/A	\$435	95.19	

MERP LEVEL I ENERGY AUDIT

prepared for

Vermont Department of Buildings & General Services

133 State Street, 5th Floor,
Montpelier, Vermont 05633-5801

Mr. Brian Sewell

And

The City or Town of Belvidere



**BUREAU
VERITAS**

PREPARED BY:

Bureau Veritas
6021 University Blvd. Suite 200
Ellicott City, Maryland 21043
800.733.0660
www.bvna.com

BV CONTACT:

Ivan Meneses, PE, CEM
Program Manager
800.733.0660 x 7296267
Ivan.Meneses@bureauveritas.com

BV PROJECT #:

161246.23R000-095.267

DATE OF REPORT:

April 29th, 2024

ON SITE DATE:

February 13, 2024



Old Schoolhouse #2
5864 Route 109
Belvidere, Vermont 05442

Bureau Veritas

List of Recommended Energy Conservation Measures For Old Schoolhouse											
ID	Title	Description of ECM	Projected Initial Investment	Estimated Annual Energy & Water Savings					Total Estimated Annual Cost Savings	Simple Payback	
				(a)	Natural Gas	Propane	No.2 Oil	Electricity			Water
				(\$)	(Therms)	(Gallons)	(Gallons)	(kWh)			(kGal)
1	Title:	Replace HVAC Units With Electric /Heat Pump HVAC Units	\$7,010	0	0	0	-2,080	0	-\$562	-12.48	
	Attribute:	Replace (1x) 2kW - 2 Ton RTU With (1x) 2.5 Tons - Heat Pump RTU System;									
2	Title:	Reduce HVAC Hours of Operation	\$315	0	0	0	291	0	\$52	6.03	
	Attribute:	Self Learning Smart Thermostat - (1x) Sensors									
3	Title:	Control External Air Leakage In Commercial Buildings	\$1,489	0	0	0	189	0	\$36	41.75	
	Attribute:	Perform air sealing of building through installing 80x linear feet of door sweeps									
4	Title:	Improve Attic Insulation Levels	\$2,950	0	0	0	1,605	0	\$292	10.11	
	Attribute:	Improve existing attic insulation from R-1 to R-49 by adding Batt Insulation									
5	Title:	Upgrade Insulation	\$30,453	0	0	0	934	0	\$168	181.11	
	Attribute:	Improve existing Walls insulation from R-2 to R-20									
6	Title:	Replace Existing Water Heater With New Energy Efficient Units	\$3,157	0	0	0	2,246	0	\$404	7.81	
	Attribute:	Replace 1x 5kW Electric water heaters with 40-Gal,4-kW 2EF Heat Pump water heater									
7	Title:	Replace External Windows	\$12,500	0	0	0	865	0	\$157	79.48	
	Attribute:	Replace Wooden Frame -Single Glazing windows with new double pane windows rated at U-0.31									
8	Title:	Install Fixed Tilt Solar Photovoltaic System	\$27,132	0	0	0	9,127	0	\$1,643	16.51	
	Attribute:	Install fixed tilt 7.65KW Solar Photovoltaic System consisting of 7.65kW Rooftop Fixed Array PV System;									
Totals for No/Low Cost Items			\$315	0	0	0	291	0	\$52	6.03	
Total For Capital Cost			\$84,691	0	0	0	12,886	5	\$2,138	39.60	
Interactive Savings Discount @ 10%				0	0	0	-1,318	-1	-\$219		
Total Contingency Expenses @ 15%			\$12,751								
Total for Improvements			\$97,757	0	0	0	11,859	5	\$1,972	49.58	





Nova
Group

Inspired Solutions
by Nova Group

MERP LEVEL II ENERGY ASSESSMENT

Prepared For

Department of Buildings & General Services - State of
Vermont
133 State Street
Montpelier, VT 05633



Hyde Park - Municipal Office
344 VT 15 West
Hyde Park, VT 05655



Nova
Group

Carbon
Neutral
Report

novagrouppbc.com/carbonneutral

Evaluated Energy & Water Conservation Measures											
ECM #	Description of ECM	Projected Initial Investment	Natural Gas (Therms)	Propane (gal)	No. 2 Oil (gal)	Steam (lbs)	Wood (lbs)	Electricity (kWh)	Water (kGal)	Total Estimated Annual Cost Savings (\$)	Simple Payback (years)
Evaluated Measures											
1	Add 12" of Blown in Cellulose insulation to bring attic insulation to R-55.	\$4,431	N/A	N/A	N/A	N/A	N/A	431	N/A	\$80	59.39
2	Improve air sealing by reducing ACHn rate by an estimated 10% in the basement by repairing and replacing exposed drywalls and/or ceiling.	\$5,909	N/A	N/A	N/A	N/A	N/A	1,839	N/A	\$343	17.23
3	Install ENERGY STAR certified learning thermostats or Wifi enabled commercial thermostat controls to replace the existing programmable thermostats controlling heating and cooling systems.	\$570	N/A	N/A	N/A	N/A	N/A	2,404	N/A	\$449	1.27
4	HVAC Option 1: Replace existing electric baseboards and cooling equipment with new high efficiency Ground Source Heat Pumps (GSHP)	\$25,000	N/A	N/A	N/A	N/A	N/A	11,841	N/A	\$2,210	11.31
5	HVAC Option 2: Replace existing electric baseboards and cooling equipment with new high efficiency Air Source Heat Pumps (ASHP)	\$15,000	N/A	N/A	N/A	N/A	N/A	7,010	N/A	\$1,308	11.47
6	Insulate exposed heating hot water lines with R4 insulation.	\$157	N/A	N/A	N/A	N/A	N/A	212	N/A	\$40	3.93
7	Replace the existing Domestic Hot Water Heater with a high efficiency tankless water heater.	\$1,500	N/A	N/A	N/A	N/A	N/A	5	N/A	\$1	1,500.00
8	Upgrade lighting with ENERGY STAR or DLC certified LED technologies. Please see the lighting tool for specific recommendations.	\$1,500	N/A	N/A	N/A	N/A	N/A	177	N/A	\$33	45.45
9	Install a 240V stand alone level 2 EV charger.	\$10,000	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Totals		\$49,067	N/A	N/A	N/A	N/A	N/A	16,909	N/A	\$3,156	15.55
	Interactive Savings Discount @ 10%	N/A	N/A	N/A	N/A	N/A	N/A	15,214	N/A	\$2,840	N/A
	Total Contingency Expenses @ 15%	\$56,427	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Totals for Improvements		\$56,427	N/A	N/A	N/A	N/A	N/A	15,214	N/A	\$2,840	19.87



Nova
Group

Inspired Solutions
by Nova Group

MERP LEVEL II ENERGY ASSESSMENT

Prepared For

Department of Buildings & General Services - State of
Vermont
133 State Street
Montpelier, VT 05633



Hyde Park - Lanpher Memorial Library
141 Main Street
Hyde Park, VT 05655



Nova
Group

Carbon
Neutral
Report

novagrouppbc.com/carbonneutral

Evaluated Energy & Water Conservation Measures with Savings									
ECM#	Description of ECM	Project Initial Investment	Propane (Gal)	No. 2 Oil (Gal)	Wood Pellets (Tons)	Electricity (kWh)	Water (kGal)	Total Estimated Annual Cost Savings (\$)	Simple Payback (Years)
Evaluated Measures									
1	Install new double pane low-e windows throughout the building.	\$36,000	N/A	28	N/A	1,884	N/A	\$455	79.12
2	Install learning thermostats throughout the conditioned portion of the building.	\$1,500	N/A	19	N/A	542	N/A	\$179	8.38
3	HVAC Option 1: Replace all heating and cooling equipment with high efficiency heat pumps. Replace existing 3-ton mini-split unit with a ductless mini-split heat pump and replace the existing 3/4 ton unit for the second floor to a 1 ton unit and eliminate the window unit to improve thermal comfort. Add an additional 1-ton unit for the basement.	\$35,400	N/A	1,058	N/A	(9,385)	N/A	\$2,945	12.04
4	HVAC Option 2: a: Replace the existing 3-ton mini-split heat pump with a high efficiency ductless mini-split heat pump and replace the existing 3/4 ton unit for the second floor to a 1 ton high efficiency mini-split heat pump unit and eliminate the window. Please note: This selection should not be made with HVAC Option 1. b: Replace existing furnace and existing HHW Boiler with pellet fired equivalents and upgrade baseboard heating equipment where applicable.	\$50,000	N/A	1,058	(10)	1,000	N/A	\$1,779	28.11
5	Install two (2) point of use hot water heaters for each bathroom sink (98% EF) Please Note: If HVAC Option 1 is selected, this measure must be selected as well.	\$1,800	N/A	1	N/A	N/A	N/A	N/A	450.00
6	Insulate exposed heating hot water lines with R4 insulation.	\$300	N/A	3	N/A	N/A	N/A	\$13	23.08
7	Upgrade lighting with ENERGY STAR or DLC certified LED technologies. Please see lighting tool for specific recommendations.	\$4,375	N/A	N/A	N/A	1,112	N/A	\$197	22.21
8	Replace mini fridge in the breakroom with a ENERGY STAR rated mini-fridge.	\$150	N/A	N/A	N/A	36	N/A	\$6	25.00
9	Install low flow, 1.0 GPM WaterSense certified faucet in the bathrooms.	\$500	N/A	3	N/A	N/A	625	\$13	38.46

Evaluated Energy & Water Conservation Measures with Savings									
Totals		\$80,025	N/A	1,112	N/A	(5,811)	625	\$3,808	21.01
	Interactive Savings Discount @ 10%	N/A	N/A	1,001	N/A	(6,392)	563	\$3,222	N/A
	Total Contingency Expenses @ 15%	\$92,029	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Totals for Improvements		\$92,029	N/A	1,001	N/A	(6,392)	563	\$3,222	28.56

MUNICIPAL ENERGY RESILIENCE PROGRAM LEVEL I ENERGY AUDIT

prepared for

Vermont Department of Buildings & General Services
133 State Street, 5th Floor,
Montpelier, Vermont 05633-5801

Mr. Brian Sewell

And

The City of Hyde Park



**BUREAU
VERITAS**

PREPARED BY:

Bureau Veritas
6021 University Blvd. Suite 200
Ellicott City, Maryland 21043
800.733.0660
www.us.bureauveritas.com

BV CONTACT:

Ivan Meneses, PE, CEM
Program Manager
800.733.0660 x 7296267
Ivan.Meneses@bureauveritas.com

BV PROJECT #:

161246.23R000-001.267

DATE OF REPORT:

November 8, 2023

ON SITE DATE:

September 26, 2023



GIHON VALLEY HALL
5211 VT 100 N
HYDE PARK, VERMONT 05655

Bureau Veritas

List of Recommended Energy Conservation Measures For Gihon Valley Hall											
1	Title:	Description of ECM	Projected Initial Investment	Estimated Annual Energy & Water Savings					Total Estimated Annual Cost Savings	Simple Payback	
				(a)	Natural Gas	Propane	No.2 Oil	Electricity			Water
				(\$)	(Therms)	(Gallons)	(Gallons)	(kWh)			(kGal)
1	Reduce HVAC Hours of Operation		\$612	0	247	0	939	0	\$653	0.94	
	Attribute:	Self Learning Smart Thermostat - (2x) Sensors									
2	Control External Air Leakage In Commercial Buildings		\$361	0	15	0	6	0	\$32	11.22	
	Attribute:	Perform air sealing of building through installing 20x linear feet of door sweeps									
3	Improve Attic Insulation Levels		\$11,457	0	354	0	937	0	\$871	13.15	
	Attribute:	Improve existing attic insulation from R-5 to R-R-49by adding Batt Insulation									
4	Upgrade Insulation		\$15,567	0	212	0	1,099	0	\$614	25.35	
	Attribute:	Improve existing Walls insulation from R-5 to R-20									
5	Replace HVAC Units With Electric /Heat Pump HVAC Units		\$23,578	0	1,416	0	-8,208	0	\$1,299	18.16	
	Attribute:	Replace (1x) 55MBH - 3.5 Ton RTU With (1x) 5 Tons - Heat Pump RTU System; (1x) 125MBH - 0 Ton RTU With (1x) 5 Tons - Heat Pump RTU System;									
6	Install Fixed Tilt Solar Photovoltaic System		\$21,532	0	0	0	5,917	0	\$1,065	20.22	
	Attribute:	Install fixed tilt 5KW Solar Photovoltaic System consisting of 5kW Rooftop Fixed Array PV System;									
Totals for No/Low Cost Items			\$973	0	262	0	945	0	\$685	1.42	
Total For Capital Cost			\$72,134	0	1,983	0	-256	-3	\$3,849	18.74	
		Interactive Savings Discount @ 10%		0	-224	0	-69	0	-\$453		
		Total Contingency Expenses @ 15%	\$10,966								
Total for Improvements			\$84,074	0	2,020	0	620	-2	\$4,081	20.60	



List of Recommended For Consideration Energy Conservation Measures For Gihon Valley Hall										
ECM #		Description of ECM	Projected Initial Investment	Estimated Annual Energy & Water Savings					Total Estimated Annual Cost Savings	Simple Payback
				(a)	Natural Gas	Propane	No.2 Oil	Electricity		
			(\$)	(Therms)	(Gallons)	(Gallons)	(kWh)	(kGal)	(\$)	(Yrs.)
1	Title:	Verical Wind Turbine Array	\$54,782	0	0	0	67,722	0	\$12,190	4.49
	Attribute:	Install 1 vertical wind turbine array at the roof of the Facility								
Total for Improvements			\$0	0	0	0	67,722	0	\$12,190	4.49



MUNICIPAL ENERGY RESILIENCE PROGRAM LEVEL I ENERGY AUDIT

prepared for

Vermont Department of Buildings & General Services

133 State Street, 5th Floor,
Montpelier, Vermont 05633-5801

Mr. Brian Sewell

And

The Town of Johnson



**BUREAU
VERITAS**

PREPARED BY:

Bureau Veritas
6021 University Blvd. Suite 200
Ellicott City, Maryland 21043
800.733.0660
www.us.bureauveritas.com

BV CONTACT:

Ivan Meneses, PE, CEM
Program Manager
800.733.0660 x 7296267
Ivan.Meneses@bureauveritas.com

BV PROJECT #:

161246.23R000-063.267

DATE OF REPORT:

April 8th, 2024

ON SITE DATE:

DECEMBER 20, 2023



Town Garage
663 Railroad Steet
Johnson, Vermont 05656

Bureau Veritas

List of Recommended Energy Conservation Measures For Town Garage								
1	Description of ECM	Projected Initial Investment	Estimated Annual Energy & Water Savings			Total Estimated Annual Cost Savings	Simple Payback	
			(a)	No.2 Oil	Electricity			Water
			(\$)	(Gallons)	(kWh)			(kGal)
1	Title: Install Fixed Tilt Solar Photovoltaic System Attribute: Install fixed tilt 72KW Solar Photovoltaic System consisting of 72kW Rooftop Fixed Array PV System;	\$254,526	0	84,194	0	\$15,155	16.79	
2	Title: Improve Attic Insulation Levels Attribute: Improve existing attic insulation from R-10 to R-49 by adding Batt Insulation	\$14,581	429	0	0	\$1,206	12.09	
3	Title: Replace HVAC Units With Electric /Heat Pump HVAC Units Attribute: Replace (1x) 305MBH - 0 Ton RTU With (1x) 12.5 Tons - Heat Pump RTU System;	\$26,290	3,579	-41,421	0	\$2,492	10.55	
4	Title: Control External Air Leakage In Commercial Buildings Attribute: Perform air sealing of building through Installing 76x linear feet of door sweeps	\$1,248	716	0	0	\$2,089	0.60	
5	Title: Reduce HVAC Hours of Operation Attribute: Self Learning Smart Thermostat - (2x) Sensors	\$556	374	10,234	0	\$2,882	0.19	
6	Title: #N/A Attribute: #N/A	\$0	0	0	0	\$0	#DIV/0!	
Totals for No/Low Cost Items		\$556	374	10,234	0	\$2,882	0.19	
Total For Capital Cost		\$296,645	4,724	42,773	0	\$20,942	14.16	
	<i>Interactive Savings Discount @ 10%</i>		-510	-5,301	0	-\$2,382		
	<i>Total Contingency Expenses @ 15%</i>	\$44,580						
Total for Improvements		\$341,782	4,588	47,706	0	\$21,442	15.94	



MUNICIPAL ENERGY RESILIENCE PROGRAM LEVEL I ENERGY AUDIT

prepared for

Vermont Department of Buildings & General Services

133 State Street, 5th Floor,
Montpelier, Vermont 05633-5801

Mr. Brian Sewell

And

The Town of Morristown



**BUREAU
VERITAS**

PREPARED BY:

Bureau Veritas
6021 University Blvd. Suite 200
Ellicott City, Maryland 21043
800.733.0660
www.bvna.com

BV CONTACT:

Ivan Meneses, PE, CEM
Program Manager
800.733.0660 x 7296267
Ivan.Meneses@bureauveritas.com

BV PROJECT #:

161246.23R000-130.267

DATE OF REPORT:

June 21, 2024

ON SITE DATE:

May 29, 2024



Town Hall
43 Portland Street
Morrisville, VT 05661

Bureau Veritas

List of Recommended Energy Conservation Measures For Town Hall

No.	Description of ECM	Projected Initial Investment	Estimated Annual Energy & Water Savings			Total Estimated Annual Cost Savings	Simple Payback	
			(a)	No.2 Oil	Electricity			Water
			(\$)	(Gallons)	(kWh)			(kGal)
1	Title: Control External Air Leakage In Commercial Buildings	\$1,489	80	881	0	\$176	8.44	
	Attribute: Perform air sealing of building through Installing 80x linear feet of door sweeps							
2	Title: Reduce HVAC Hours of Operation	\$946	28	2,193	0	\$122	7.72	
	Attribute: Self Learning Smart Thermostat - (3x) Sensors							
3	Title: Replace HVAC Units With Electric /Heat Pump HVAC Units	\$18,872	1,604	-6,141	0	\$2,557	7.38	
	Attribute: Replace (1x) 242MBH - 8 Ton RTU With (1x) 8.5 Tons - Heat Pump RTU System;							
4	Title: Improve Attic Insulation Levels	\$9,440	353	339	0	\$626	15.08	
	Attribute: Improve existing attic insulation from R-10 to R-49 by adding Batt Insulation							
Totals for No/Low Cost Items		\$946	28	2,193	0	\$2,528	0.37	
Total For Capital Cost		\$29,801	2,037	-4,921	0	\$3,360	8.87	
	<i>Interactive Savings Discount @ 10%</i>		-207	273	0	-\$589		
	<i>Total Contingency Expenses @ 15%</i>	\$4,612						
Total for Improvements		\$35,359	1,859	-2,456	0	\$5,298	6.67	



MUNICIPAL ENERGY RESILIENCE PROGRAM LEVEL I ENERGY AUDIT

prepared for

Vermont Department of Buildings & General Services

133 State Street, 5th Floor,
Montpelier, Vermont 05633-5801

Mr. Brian Sewell

And

The Town of Morristown



**BUREAU
VERITAS**

PREPARED BY:

Bureau Veritas
6021 University Blvd. Suite 200
Ellicott City, Maryland 21043
800.733.0660
www.bvna.com

BV CONTACT:

Ivan Meneses, PE, CEM
Program Manager
800.733.0660 x 7296267
Ivan.Meneses@bureauveritas.com

BV PROJECT #:

161246.23R000-128.267

DATE OF REPORT:

June 21, 2024

ON SITE DATE:

May 29, 2024



Police Station
121 Lower Main Street
Morrisville, VT 05661

Bureau Veritas

List of Recommended Energy Conservation Measures For Police Station

	Description of ECM	Projected Initial Investment	Estimated Annual Energy & Water Savings			Total Estimated Annual Cost Savings	Simple Payback	
			(a)	Propane	Electricity			Water
			(\$)	(Gallons)	(kWh)			(kGal)
1	Title: Replace HVAC Units With Electric /Heat Pump HVAC Units	\$13,480	972	-9,026	0	\$1,327	10.15	
	Attribute: Replace (1x) 210MBH - 8 Ton RTU With (1x) 6 Tons - Heat Pump RTU System;							
2	Title: Reduce HVAC Hours of Operation	\$630	49	6,021	0	\$507	1.24	
	Attribute: Self Learning Smart Thermostat - (2x) Sensors							
3	Title: Control External Air Leakage In Commercial Buildings	\$2,493	97	661	0	\$251	9.93	
	Attribute: Perform air sealing of building through Installing 134x linear feet of door sweeps							
4	Title: Improve Attic Insulation Levels	\$2,970	146	281	0	\$313	9.47	
	Attribute: Improve existing attic insulation from R-11 to R-49 by adding Batt Insulation							
5	Title: Install Fixed Tilt Solar Photovoltaic System	\$62,271	0	32,543	0	\$783	79.51	
	Attribute: Install fixed tilt 20KW Solar Photovoltaic System consisting of 20kW Rooftop Fixed Array PV System;							
6	Title: Replace External Windows	\$4,000	246	665	0	\$542	7.38	
	Attribute: Replace Wooden Frame & Double Glazing windows with new double pane windows rated at U-0.31							
Totals for No/Low Cost Items		\$630	49	6,021	0	\$507	1.24	
Total For Capital Cost		\$85,215	1,460	25,123	0	\$3,217	26.49	
	<i>Interactive Savings Discount @ 10%</i>		-151	-3,114	0	-\$372		
	<i>Total Contingency Expenses @ 15%</i>	\$12,877						
Total for Improvements		\$98,722	1,358	28,030	0	\$3,352	29.46	



MUNICIPAL ENERGY RESILIENCE PROGRAM LEVEL I ENERGY AUDIT

prepared for

Vermont Department of Buildings & General Services

133 State Street, 5th Floor,
Montpelier, Vermont 05633-5801

Mr. Brian Sewell

And

The Town of Morristown



**BUREAU
VERITAS**

PREPARED BY:

Bureau Veritas
6021 University Blvd. Suite 200
Ellicott City, Maryland 21043
800.733.0660
www.bvna.com

BV CONTACT:

Ivan Meneses, PE, CEM
Program Manager
800.733.0660 x 7296267
Ivan.Meneses@bureauveritas.com

BV PROJECT #:

161246.23R000-132.267

DATE OF REPORT:

June 21st, 2024

ON SITE DATE:

May 29, 2024



Fire Department
165 Upper Main Street
Morrisville, VT 05661

Bureau Veritas

List of Recommended Energy Conservation Measures For Fire Department

1		Description of ECM	Projected Initial Investment	Estimated Annual Energy		Total Estimated Annual Cost Savings	Simple Payback	
				(a)	Propane			Electricity
				(\$)	(Gallons)			(kWh)
1		Title: Replace HVAC Units With Electric /Heat Pump HVAC Units Attribute: Replace (1x) 294MBH - 3 Ton RTU With (1x) 12.5 Tons - Heat Pump RTU System;	\$26,960	1,576	-56,013	\$646	41.71	
2		Title: Reduce HVAC Hours of Operation Attribute: Self Learning Smart Thermostat - (5x) Sensors	\$1,576	315	1,437	\$596	2.64	
3		Title: Control External Air Leakage In Commercial Buildings Attribute: Perform air sealing of building through installing 100x linear feet of door sweeps	\$1,861	236	1,762	\$491	3.79	
4		Title: Replace Existing Water Heater With New Energy Efficient Units Attribute: Replace 1x 180kBtus Propane water heaters with 40-Gal,4-kW 2EF Heat Pump water heater	\$3,157	172	-1,733	\$251	12.56	
5		Title: Improve Attic Insulation Levels Attribute: Improve existing attic insulation from R-10 to R-49 by adding Batt Insulation	\$8,500	315	1,058	\$591	14.38	
Totals for No/Low Cost Items			\$0	0	0	\$0	0.00	
Total For Capital Cost			\$42,054	2,616	-53,489	\$2,576	16.33	
		<i>Interactive Savings Discount @ 10%</i>		-262	5,349	-\$258		
		<i>Total Contingency Expenses @ 15%</i>	\$6,308					
Total for Improvements			\$48,362	2,354	-48,140	\$2,318	20.86	



MUNICIPAL ENERGY RESILIENCE PROGRAM LEVEL I ENERGY AUDIT

prepared for

Vermont Department of Buildings & General Services
133 State Street, 5th Floor,
Montpelier, Vermont 05633-5801

Mr. Brian Sewell

And

The Town of Wolcott



**BUREAU
VERITAS**

PREPARED BY:

Bureau Veritas
6021 University Blvd. Suite 200
Ellicott City, Maryland 21043
800.733.0660
www.bvna.com

BV CONTACT:

Ivan Meneses, PE, CEM
Program Manager
800.733.0660 x 7296267
Ivan.Meneses@bureauveritas.com

BV PROJECT #:

161246.23R000-142.267

DATE OF REPORT:

June 20th, 2024

ON SITE DATE:

May 29, 2024



Town Office
28 Railroad Street
Wolcott, Vermont 05860

Bureau Veritas

List of Recommended Energy Conservation Measures For Town Office

	Description of ECM	Projected Initial Investment	Estimated Annual Energy & Water Savings			Total Estimated Annual Cost Savings	Simple Payback	
			(a)	No.2 Oil	Electricity			Water
			(\$)	(Gallons)	(kWh)			(kGal)
1	Title: Replace HVAC Units With Electric /Heat Pump HVAC Units	\$21,568	1,649	-14,560	0	\$645	33.45	
	Attribute: Replace (1x) 238MBH - 3 Ton RTU With (1x) 10 Tons - Heat Pump RTU System;							
2	Title: Reduce HVAC Hours of Operation	\$1,576	165	0	0	\$458	3.44	
	Attribute: Self Learning Smart Thermostat - (5x) Sensors							
3	Title: Control External Air Leakage In Commercial Buildings	\$1,340	165	1,061	0	\$701	1.91	
	Attribute: Perform air sealing of building through Installing 72x linear feet of door sweeps							
4	Title: Improve Attic Insulation Levels	\$12,081	247	190	0	\$732	16.50	
	Attribute: Improve existing attic insulation from R-20 to R-49 by adding Batt Insulation							
5	Title: Install Fixed Tilt Solar Photovoltaic System	\$69,951	0	22,406	0	\$4,415	15.84	
	Attribute: Install fixed tilt 18.9KW Solar Photovoltaic System consisting of 18.9kW Rooftop Fixed Array PV System;							
Totals for No/Low Cost Items		\$0	0	0	0	\$0	0.00	
Total For Capital Cost		\$106,516	2,226	9,097	0	\$6,951	15.32	
	<i>Interactive Savings Discount @ 10%</i>		-223	-910	0	-\$695		
	<i>Total Contingency Expenses @ 15%</i>	\$15,977						
Total for Improvements		\$122,494	2,003	8,187	0	\$6,256	19.58	



ATTACHMENT C:

CERTIFICATE OF NON-COLLUSION AND DEBARMENT

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

I further depose and certify under the penalties of perjury under the laws of the State of Vermont and the United States that except as noted below said individual, partnership or corporation or any person associated therewith in any capacity is not currently, and has not been within the past three (3) years, suspended, debarred, voluntarily excluded or determined ineligible by any Federal or State Agency; does not have a proposed suspension, debarment, voluntary exclusion or ineligibility determination pending; and has not been indicted, convicted, or had a civil judgement rendered against (it, him, her, them) by a court having jurisdiction in any matter involving fraud or official misconduct within the past three (3) years.

Signature

_____/_____/_____
Date

Printed Name of Person Signing Proposal

Name of Business

ATTACHMENT D

CERTIFICATE OF TAX COMPLIANCE

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all tax returns and paid all state taxes required under law.

_____/_____/_____
Signature of Individual* or Date
Printed Corporate Name

Corporate Officer Signature* Federal ID Number

Printed Name of Person Signing Proposal

*Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.

ATTACHMENT E

MBE/WBE PARTICIPATION

It is the policy of the State of Vermont that Disadvantaged Business Enterprises (DBE) have the opportunity to participate to the maximum extent feasible in procurement and contracting. The State of Vermont has set a goal of achieving at least ten percent (10%) participation by DBE firms in the dollar value of contracts awarded.

Please indicate whether you or a specified subcontractor are an MBE or WBE by checking one of the following:

Yes, I am a certified MBE or WBE

Yes, a subcontractor is a certified MBE or WBE.

The subcontract's name is _____

No, I am not an MBE or WBE.

Company Name: _____

(Print your company name here)

By: _____

(Name of person certifying MBE/WBE status)

Date: ____ / ____ / ____

ATTACHMENT G

STANDARD STATE SUBCONTRACTING LANGUAGE

Vermont DEC Language to be included in all subcontracting agreements:

1. Fair Employment Practices and Americans with Disabilities Act: Party agrees to comply with the requirement of 21 V.S.A. Chapter 5, Subchapter 6, relating to fair employment practices, to the full extent applicable. Party shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, as amended, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by the Party under this Agreement.

2. False Claims Act: The Party acknowledges that it is subject to the Vermont False Claims Act as set forth in 32 V.S.A. § 630 *et seq.* If the Party violates the Vermont False Claims Act it shall be liable to the State for civil penalties, treble damages and the costs of the investigation and prosecution of such violation, including attorney's fees, except as the same may be reduced by a court of competent jurisdiction. The Party's liability to the State under the False Claims Act shall not be limited notwithstanding any agreement of the State to otherwise limit Party's liability.

3. Whistleblower Protections: The Party shall not discriminate or retaliate against one of its employees or agents for disclosing information concerning a violation of law, fraud, waste, abuse of authority or acts threatening health or safety, including but not limited to allegations concerning the False Claims Act. Further, the Party shall not require such employees or agents to forego monetary awards as a result of such disclosures, nor should they be required to report misconduct to the Party or its agents prior to reporting to any governmental entity and/or the public.

4. Taxes Due to the State:

- A.** Party understands and acknowledges responsibility, if applicable, for compliance with State tax laws, including income tax withholding for employees performing services within the State, payment of use tax on property used within the State, corporate and/or personal income tax on income earned within the State.
- B.** Party certifies under the pains and penalties of perjury that, as of the date the Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.
- C.** Party understands that final payment under this Agreement may be withheld if the Commissioner of Taxes determines that the Party is not in good standing with respect to or in full compliance with a plan to pay any and all taxes due to the State of Vermont.
- D.** Party also understands the State may set off taxes (and related penalties, interest and fees) due to the State of Vermont, but only if the Party has failed to make an appeal within the time allowed by law, or an appeal has been taken and finally determined and the Party has no further legal recourse to contest the amounts due.

5. Child Support: (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date this Agreement is signed, he/she:

- A. is not under any obligation to pay child support; or
- B. is under such an obligation and is in good standing with respect to that obligation; or
- C. has agreed to a payment plan with the Vermont Office of Child Support Services and is in full compliance with that plan. Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.

6. No Gifts or Gratuities: Party shall not give title or possession of anything of substantial value (including property, currency, travel and/or education programs) to any officer or employee of the State during the term of this Agreement.

7. Certification Regarding Debarment: Party certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, neither Party nor Party's principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in Federal programs, or programs supported in whole or in part by Federal funds.

Party further certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, Party is not presently debarred, suspended, nor named on the State's debarment list at: <http://bgs.vermont.gov/purchasing/debarment>

8. Certification Regarding Use of State Funds: If Party is an employer and this Agreement is a State-funded Grant in excess of \$1,001, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party's employee's rights with respect to unionization.

9. State Facilities: If the State makes space available to the Party in any State facility during the term of this Agreement for purposes of the Party's performance under this Agreement, the Party shall only use the space in accordance with all policies and procedures governing access to and use of State facilities which shall be made available upon request. State facilities will be made available to Party on an "AS IS, WHERE IS" basis, with no warranties whatsoever.

10. Location of State Data: No State data received, obtained, or generated by the Party in connection with performance under this Agreement shall be processed, transmitted, stored, or transferred by any means outside continental United States, except with the express written permission of the State.

11. Subcontractors: Contractor shall not assign or subcontract the performance of this agreement or any portion thereof to any other contractor without the prior written approval of the State. Contractor also agrees to include in all subcontract agreements a tax certification in accordance with paragraph 11 above.