

Weatherization Program

Explanation:

Option 1 – 0% Loan: Lane Electric members wanting to weatherize their home are eligible to apply for 0 percent interest loans up to **\$9,000** through either First Tech or Pacific Cascade Federal Credit Unions. Interest buy-downs are provided by Lane Electric to allow our members an affordable option to install efficiency measures. If you wish to apply for a loan, contact our Energy Services Department to request loan applications.

(Property owners of rentals obtain loan funding under the program.)

Option 2 – Cash Grant: Available funds cover 25 percent of the measure costs **up to a maximum of \$1000**. Members are not obligated to reimburse Lane Electric for these funds.

Incentives are available to single or multi-family residences provided some permanently installed electric heat exists in the dwelling. Eligible measures include: vinyl window replacements, ceiling, floor, and wall insulation, HVAC duct sealing and repair, door and window caulking, weatherstripping, and general air sealing. If door replacement is recommended, funds may be used for this purpose. First priority in homes with forced air heating systems should be duct sealing and insulation in an effort to ensure that all conditioned air makes it into the home.

How It Works:

The member must request an energy analysis for the dwelling. Requests are completed on a first-come, first-served basis. After the energy analysis is performed, a packet including recommendations, a suggested contractor list, and contractor bid sheets will be mailed to the member. Next, please follow the easy steps on the red checklist enclosed. The boxes provided at each step will allow you to chart your progress. It is very important that all the Lane Electric forms and bid sheets be filled out and returned to our office. Funds will not be allocated for your project unless all forms are returned to Lane Electric. Upon receipt of paperwork from the member, Lane Electric will send the credit application and chosen bid to the financial institution you have chosen. If the financial institution approves the loan application, Lane Electric will contact the member within 48 hours with further instructions. At the time of approval, the member will notify the chosen contractor to proceed with the work.

If you should choose the cash grant, Lane Electric will notify you of approval.

Upon inspection and approval of installed measures, payment will be made **to the contractor** using approved loan funds or cash grants.

PLEASE FOLLOW THIS CHECK LIST TO QUALIFY FOR OUR PROGRAM

- **Choose qualifying measures**
Decide which measures you want to install. In this packet, you will find a document entitled ***Recommendations***. This sheet lists all measures eligible for incentives.
Please note: Since our budget is limited, all funding is available on a first come – first serve basis.
- **Decide which funding option you wish to apply for**
Option 1 is our loan program. If you wish to apply for a loan, contact our Energy Services Department to request loan applications. Option 2 is a grant program. Both are described on the form entitled ***Weatherization Program***.
- **Obtain bids and apply for project pre-approval**
Obtain at least two bids from state licensed contractors. The ***Lane Electric Weatherization Contractors List*** provides contact information for many qualifying area contractors. Each contractor must fill out a ***Uniform Bid Sheet*** or provide a legible proposal with the appropriate information. Return these bids along with the completed ***Notice of Bid Preference / Program Option*** (tan form) and credit application from your choice of the two lenders (for Option 1) to Lane Electric for review. The Credit Union will contact you if further information is needed to process your loan application. For Option 2, return the ***Notice of Bid Preference/Program Option*** and bids only. Be sure to indicate the contractor(s) you have selected to perform the work.
If you elect to do the work yourself, contact the Energy Services Department and request further instructions. Next, fill out a ***Uniform Bid Sheet*** showing all of your estimated material costs. Return your bid and the ***Notice of Bid Preference / Program Option*** (tan form), entering “Do-it-yourself” under the contractor heading.
- **Project and Funding Approval**
LEC will review your project for eligibility. For loan approval (Option 1), Lane Electric will contact you within 48 hours of bank approval with further instructions. Direct fund approval (Option 2) will come from Lane Electric within 14 days. **Please do not obligate yourself to a contractor or begin work yourself until you receive project authorization from Lane Electric.**
- **Install Measures**
After project and funding approval, LEC will contact your selected contractor in writing to confirm funding and eligibility.
- **Inspection Request**
Once the work is complete, please contact the Energy Services Department at Lane Electric to schedule a final inspection.
- **Contractor Payment**
For Option 1, Pacific Cascade Federal Credit Union or First Tech Credit Union will release loan funds to the contractor after inspection and approval by Lane Electric. Under Option 2, grant funds through Lane Electric will be paid after the job passes final inspection.

Weatherization Program
Notice of Bid Preference/Program Option

Name: _____ Account No.: _____

Address: _____

Telephone No.: _____ Home _____ Work _____

I have chosen the following contractors to perform the work listed below.

Enter only the contractor(s) that will be doing the work:

<u>Contractor</u>	<u>Measures to be installed</u>
1. _____	a) _____ b) _____ c) _____ d) _____
2. _____	a) _____ b) _____ c) _____ d) _____

Please return a copy of the *Uniform Bid Sheet* or contractor’s estimate with this form.

Please choose one of the following participation options:

- I want to participate under **OPTION 1: Loan Funds**. I have included a completed loan application along with my bids and this preference form. I understand that Lane Electric will contact me regarding loan approval.
- I want to participate under **OPTION 2: Direct Funds**. I have included bids along with this preference form. I understand Lane Electric will contact me regarding fund approval.

Important: Please wait to receive loan approval or direct fund authorization before you proceed with any work. Requests are processed on a first-come, first-served basis. Please do not obligate yourself to a contractor or purchase weatherization materials until you are notified that funds are approved.

RETURN TO: Lane Electric Cooperative, Energy Services Department, P.O. Box 21410, Eugene, OR. 97402

Owner Signature

Date

Weatherization Contractor List

HOW TO USE THIS LIST

Congratulations! You are now one step closer to enjoying a more energy efficient and comfortable home. The next step is to obtain at least two estimates from contractors for the measures you wish to install. The contractors on this list are provided for your convenience only and should not be considered an endorsement from Lane Electric.

In order to obtain the most satisfaction from a contractor and their product, you should ask the following questions:

*** Is the contractor licensed with the Oregon Construction Contractors Board?** All contractors working in Oregon must be registered with this board. You may verify a contractor's registration and standing, obtain other information, or file a complaint by calling **1-503-378-4621** or check on-line at either www.hirelicensedcontractor.com or www.oregon.gov/CCB/

*** Does the contractor carry liability insurance or bonding?** In the unlikely event that your home is damaged during weatherization, or if you are not satisfied with the work, you have protection.

How long has the contractor been in the area? In the event that a problem arises, you want to know that the contractor will be there to assist you.

Will the contractor supply references? You may also want to call friends or neighbors to see who weatherized their home.

Will the contractor provide a warranty of one year for on all materials and workmanship? The program requires this warranty.

* Our programs require current license, bond, and insurance.

HOW TO CONTACT THE CONSTRUCTION CONTRACTORS BOARD

Construction Contractors Board (CCB)
700 Summer St. NE, Suite 300
PO Box 14140
Salem, OR 97309

ccb.info@state.or.us
Phone: 503-378-4621
Fax: 503-373-2007
TTY: 503-373-2218

Site Built or Mobile Homes

Banner Glass and Screen

P.O. Box 25508
Eugene, OR 97402
(541) 688-9222 ph/fax
CCB# 58803
Windows

Bio-Tech

P.O. Box 850
Oakridge, OR 97463
(541) 782-1144 / (541) 782-1146 (fax)
CCB# 155905
Windows & Insulation

Discount Windows Inc.

1621 Juniper St.
Junction City, OR 97448
(541) 998-3396 / (541) 998-3078 (fax)
CCB# 180018
Windows

Emerald Valley Weatherization

148 N. 14th St.
Springfield, OR 97477
(541) 726-1027 / (541) 744-7841 (fax)
CCB# 105404
Windows & Insulation

Energy Factor Glass

P.O. Box 2214
Jasper, OR 97438
(541) 726-7231 / (541) 726-2708 (fax)
CCB# 182668
Windows

Home Comfort

706 Oscar Street
Eugene, OR 97402
(541) 345-2838 / (541) 302-3070 (fax)
CCB#84164
Insulation

Home Insulation

2450 Hwy 99 N
Eugene, OR 97402
(541) 484-1733 / (541) 461-1513 (fax)
CCB# 84
Insulation

Jones Window & Door

4736 Royal Ave Unit 189
Eugene, OR 97402
(541) 344-2000 / (541) 935-4650 9fax)
CCB# 189714
Windows and Doors

Lowes

P.O. Box 21337
Eugene, OR 97402
(541) 485-2282 / (541) 485-2292 (fax)
CCB# 176741
Windows / Ins. / HVAC

Mark & Company

772 Bailey Hill Rd
Eugene, OR 97402
(541) 689-2830 / (541) 461-2309 (fax)
CCB# 119715
Windows

Marshall's Inc.

4110 Olympic St.
Springfield, OR 97477
(541) 747-7445
CCB# 25790
Insulation

Sage Energy Services

2323 Olympic St. #161
Springfield OR 97477
(541) 726-0198 / (541) 741-4139
CCB# 174814
Windows & Insulation

Tim Robins Construction

76461 London Rd
Cottage Grove OR 97424
(541) 942-8842 ph/fax
CCB# 124131
Windows

Triple D Construction

PO Box 1503
Veneta, OR 97487
(541) 687-0174 / (541) 935-4650 (fax)
CCB# 95083
Windows

#1 Northwest, Inc.

3879 Cross St.
Eugene, OR 97402
(541) 689-3151 / (541) 688-1873 (fax)
CCB #107081
Insulated Roofing / Windows

ABEE Screens and Glass

795 River Ave. Suite B
Eugene, OR 97404
(541) 689-5493 / 689-5069 (fax)
CCB# 147101
Windows and related items

Image Builders Construction

4739 Main St. #3
Springfield, OR 97478
(541) 741-3906 / 744-2454 (fax)
CCB# 68242
Windows

Westside Glass

P.O. Box 25110
Eugene, OR 97402
(541) 683-5900 / 344-7113 (fax)
CCB# 163118
Windows

Site Built Homes Only