



# Work Order (Bid Form)

Blount County Community Action Agency, Inc.

## WORK ORDER INFORMATION

**Work Order Name:** WO/10001BL10082/1

**Work Order Type:** Weatherization

**Audit Name:** 10001BL10082

## CLIENT INFORMATION

**Client Name:**

**Client ID:** 10001BL10082

**Alt. Client ID:** BLOUNT

**Address:**

MARYVILLE, TN 37804

## AGENCY INFORMATION

**Agency:** Blount County Community Action Agency

**Address:** 3509 Tuckaleechee Pike  
Maryville, TN 37703

**Agency Phone:** (865) 983-8411

**Fax:** (865) 681-1781

**Email Address:** mdslam12@yahoo.com

**Company Name & License Number:** \_\_\_\_\_

**Contractor's Signature:** \_\_\_\_\_

## COMMENT

952 SQ. FT. SINGLE WIDE MOBILE HOME MANUFACTURED IN 1981.

ALL WORK TO BE DONE IN ACCORDANCE WITH THE TENNESSEE STANDARD WORK SPECIFICATIONS AS ADOPTED BY THE TENNESSEE HOUSING DEVELOPEMANT AGENCY.

CONTRACTOR IS RESPONSIBLE TO VERIFY DIMENSIONS AND SCOPE OF WORK PRIOR TO BID.

SURVEY ON 10/6/2016 BY RON CARLISLE (423) 736-0678

INITIAL BLOWER DOOR 4854 @-50

POST WORK TARGET 3300 @-50 MUST BE REACHED OR EXCEEDED

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# Measures

## Measure 1 Seal Ducts

## Components

Inspected

**Comment** USE MASTIC OR APPROPRIATE MATERIAL TO REPLACE/REPAIR AND SEAL THE DUCTWORK AS PER THE THDA SWS

THIS MEASURE MAY REQUIRE A NEW DUCT SYSTEM BE INSTALLED - FIT TO THE NEW HEAT PUMP IN MEASURE #13 OF THIS WORK ORDER

THE OBJECTIVE IS TO REDUCE THE PRESSURE PAN READINGS TO LESS THAN 1 OR AS TIGHT AS POSSIBLE.  
PRESSURE PAN READINGS:

THERE ARE FOUR DUCT VENTS ACCESSABLE - TWO ARE UNDER RUGS AND FURNITURE- THE TOTAL PRESSURE PAN READINGS ON THESE FOUR TOGETHER TOTAL 100+ PASCALS.

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	Duct sealing (setup cost)	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10	Miscellaneous Su	Duct Sealing	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Measure Sub Total:

Sub Total:

**Field Notes:**

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**Measure 2 General Air Sealing**

**Components**

**Inspected**

**Comment** Initial Blower Door Reading:4854 @-50

Post Work Target of 3300 @-50 Must Be Met or Exceeded

Suggested Best Practice of Air Infiltration Reduction is to use two part foam and appropriate materials to seal the penetrations and openings in the Subfloor (accessible in the BELLY) and in the ceilings (accessible in the ROOF).

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	General air sealing (setup cost)	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10	Miscellaneous Su	Infiltration Reduction	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:**

**Sub Total:**

**Field Notes:**

**Measure 3 DWH Pipe Insulation**

**Components**

**Inspected**

**Comment** INSULATE THE FIRST SIX FEET HOT AND COLD OF WATER LINES OUT OF THE WATER HEATER AS PER THE TN SWS

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	DWH Pipe Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	DWH Pipe Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:**

**Sub Total:**

**Field Notes:**

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**Measure 4 DWH Tank Insulation**

**Components**

**Inspected**

**Comment** AS PER THE TN SWS- Wrap the 40 Gallon Electric Water Heater Located in the With R-10 or Better Insulation. Secure With Tape And Zip Ties.

Install a junction box cover at the wire connections

#	Material / Labor	Description / Comment	Units	Estimated		Actual			
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	DWH Tank Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	DWH Tank Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:**

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**Measure 5 Glass Storm Windows**

**Components 1**

*Inspected*

**Comment** Storm Windows should be sized correctly and fit tightly in the opening. Caulk storm windows around the frame except for weep holes at the bottom that must not be sealed. If weep holes are not manufactured into the storm they should be drilled.

Refer to house diagram with window sizes. Responsibility of contractor to verify measurements in the field before ordering window

#	Material / Labor	Description / Comment	Units	Estimated		Actual			
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Windows	Glass storm windows	SqFt	11.48	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Glass storm windows	SqFt	11.48	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	Other	Glass storm windows	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:**

**Sub Total:**

**Field Notes:**

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**Measure 6 Glass Storm Windows**

**Components 2**

*Inspected*

**Comment** Storm Windows should be sized correctly and fit tightly in the opening. Caulk storm windows around the frame except for weep holes at the bottom that must not be sealed. If weep holes are not manufactured into the storm they should be drilled.

Refer to house diagram with window sizes. Responsibility of contractor to verify measurements in the field before ordering window

#	Material / Labor	Description / Comment	Units	Estimated		Actual			
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Windows	Glass storm windows	SqFt	11.48	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Glass storm windows	SqFt	11.48	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	Other	Glass storm windows	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:**

**Sub Total:**

**Field Notes:**

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**Measure 7 Glass Storm Windows**

**Components 7**

**Inspected**

**Comment** Storm Windows should be sized correctly and fit tightly in the opening. Caulk storm windows around the frame except for weep holes at the bottom that must not be sealed. If weep holes are not manufactured into the storm they should be drilled.

Refer to house diagram with window sizes. Responsibility of contractor to verify measurements in the field before ordering window

#	Material / Labor	Description / Comment	Units	Estimated		Actual			
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Windows	Glass storm windows	SqFt	2.819	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Glass storm windows	SqFt	2.819	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	Other	Glass storm windows	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:**

**Sub Total:**

**Field Notes:**

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**Measure 8 Roof Fiberglass Loose**

**Components**

*Inspected*

**Comment** Insulate Mobile Home Roof cavity with loose fill Fiberglass insulation.

Seal the hole in the ceiling prior to insulating

In Progress-Cut holes in roof or ceiling to fill cavity to insert insulation machine nozzle

Ensure that hole is large enough for nozzle. Ensure that each hole cut is to be patched with appropriate materials to insure no leaks. If installed from interior use proper plugs for holes cut in ceiling area. A dated receipt signed by the installer will be provided that includes:

- Insulation type- Must be Fiberglass
- Coverage area
- R-value
- Installed thickness and minimum settled thickness
- Number of bags installed in accordance with manufacturer specifications

Objective(s):

Document job completion to contract specifications

Confirm amount of insulation installed

Ensure ability to match bags required for total area completed

#	Material / Labor	Description / Comment	Units	Estimated		Actual			
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	Roof Insulation - Fbergls,Blwn	Bag	19	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Roof Insulation - Fbergls,Blwn	Bag	19	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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**Measure 9 Fix Water Leak Present**

**Components**

**Inspected**

**Comment** REPAIR MINOR ROOF LEAKS

#	Material / Labor	Description / Comment	Units	Estimated		Actual			
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	Equipment	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Hour	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:**

**Sub Total:**

**Field Notes:**

**Measure 10 Fix Wiring Problems (Walls)**

**Components**

**Inspected**

**Comment** REPLACE THE MISSING COVER ON THE ELECTRIC BREAKER BOX

#	Material / Labor	Description / Comment	Units	Estimated		Actual		
				Qty	Unit Cost	Total	Qty	Unit Cost
1	Health and Safety	Equipment	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Hour	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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**Measure 11 Install Bathroom Exhaust Fan**

**Components**

*Inspected*

**Comment** INSTALL BATH FAN WITH A NEW TWO SPEED ASHRAE COMPLIANT FAN. SET TO CFM CONTINOUS. VENT TO THE OUTSIDE WITH A TRIM KIT AS PER THE TN SWS.

#	Material / Labor	Description / Comment	Units	Estimated		Actual			
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	Bathroom exhaust fan	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:**

**Sub Total:**

**Field Notes:**

**Measure 12 PressureRelief Piping Needed**

**Components**

*Inspected*

**Comment** INSTALL A PRESSURE RELIEF PIPE EXTENSION AS PER THE TN SWS

#	Material / Labor	Description / Comment	Units	Estimated		Actual		
				Qty	Unit Cost	Total	Qty	Unit Cost
1	Health and Safety	Pressure relief piping	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:**

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**Measure 13 Replace the Existing Heat Pump With a New 2.5 Ton Heat Pump**

**Components**

*Inspected*

**Comment** Replace the Existing Heat/Aircondorioner with a New 30 KBTU CENTRAL Heat Pump/AIR CONDITIONER- Contractor Choice of Packaged unit or Split System- Retro-Fit REWORK to the Existing OR NEW Ductwork.

Mechanical permits will be required for all HVAC work, as per local code. All Heat pumps installed to be 15 SEER, 8.5 HSPF. All cooling equipment, ENERGY STAR labeled and shall be sized according to the latest editions of ACCA Manuals J and S .Specification of any type of heating unit shall be taken to include all connections, wiring, ducting, safety switches, thermostats, pad if existing does not fit new unit and all other work to provide a complete, Tight, efficient, balanced and operational system. All wiring shall be on separate circuits, wired from panel box or disconnects to HVAC unit by contractor. If installing a split system that does not have existing line set the cost should be included in bid to provide new line set. If leaving the existing line set the line is to be flushed and pressurized to insure no leakage. If installing a package unit it is to include a four sided shroud. All work to meet current code for city or county work is being performed. Must provide all warranty information with invoice. If unit warranty needs registered with factory contractor is to do this for client.

#	Material / Labor	Description / Comment	Units	Estimated		Actual				
				Qty	Unit Cost	Total	Qty	Unit Cost	Total	
1	Heating Equipme	Install a New Heat Pump		1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
2	Labor	Install a New Heat Pump		1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Other Detail</b>										
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Measure Sub Total:</b>						<input type="text"/>	<b>Sub Total:</b>			<input type="text"/>

**Field Notes:**

**Measure 14 Smoke Detector is Needed**

**Components**

**Inspected**

**Comment** INSTALL SMOKE DETECTORS IN ALL BEDROOMS AND COMMON AREA (HALLWAY)

#	Material / Labor	Description / Comment	Units	Estimated		Actual			
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	Smoke detector	Each	4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:**

**Sub Total:**

**Field Notes:**

**Work Order Grand Total:**

**Grand Total:**