



## WAP Notice 02-11-01

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### Air Sealing Invoicing Guidance

A blower door test must be performed on every dwelling unit served under the WAP. This form of diagnostics will assist in detecting hidden sources of air infiltration while providing a means of monitoring the success of the efforts. The local agency is responsible for providing the required labor and materials for conducting blower door diagnostics and performing necessary infiltration reduction measures. Air infiltration reduction is the number one objective of the Priority Lists for WAP and **must be performed on every dwelling unit receiving weatherization services.**

The local agency establishes the pre-service CFM level by performing a blower door test and measuring the cubic feet per minute airflow at 50 pascals. (If 50 is not achievable, use the corrective co-efficient at the lower reading to predict the house at 50; this must be documented.) The local agency must also establish the Minimum Ventilation Rate (MVR) for the dwelling and an acceptable air infiltration reduction threshold (Target) for their crews or subcontractors. The crews or subcontractors are expected to continue performance of air infiltration reduction protocols until the blower door readings are within the MVR/Target CFM range. Perform post-test and record final CFM readings. Provide documentation in Hancock of pre and post-tests for the customer file.

Reimbursement of expenses for air infiltration reduction will calculate automatically based on the pre and post entries made in Hancock and will occur at a fixed rate of \$55 per 100 CFM reduced. This is to be invoiced through Hancock as the measure "***Blower Door Guided Air Sealing***" only; no other measure is acceptable.

Under some circumstances, when some additional work must first be completed in order to begin meaningful blower door guided air sealing, this would be considered 'health and safety/incidental repair.' These H/S repairs are those that are required to effectively install any materials identified through the audit or required as part of the health and safety protocol. (Examples might include: holes in ceiling drywall, broken window glass, or large open chases.) The total cost of the materials and labor associated with incidental repairs are invoiced through Health and Safety, and may not exceed \$500.00 average per unit of DOE funding statewide. Leveraged funding, however, may contribute to the Health and Safety total. Such incidental repair costs shall be included in the overall cost used in determining the total expenditure for weatherizing the dwelling unit. These must also be accurately reflected in Hancock and documented within the client file.