

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT

THIRD AMENDMENT TO CONTRACT NO. C000050412

This contractual Agreement entered into by and between the **Commonwealth of Pennsylvania, Department of Community and Economic Development**, hereinafter referred to as the "**Grantor**", and the

**BUCKS COUNTY OPPORTUNITY COUNCIL, INC.**  
100 Doyle Street  
Doylestown, PA 18901

hereinafter referred to as the "**Grantee**" party of the second part.

WITNESSETH:

WHEREAS, the **Grantor** has a Contract with the **Grantee**, and

WHEREAS, the **Grantor** wishes to amend the Contract to allow the **Grantee** to carry out the scope of services, and

NOW, THEREFORE, the parties hereto intending to be legally bound do hereby agree to the following:

1. Those programmatic changes and modification detailed in Appendix A, B & C.
2. The amount of this Budget Amendment is THREE HUNDRED SIXTY EIGHT THOUSAND, FIVE HUNDRED ONE DOLLARS (\$368,501.00) AND NO CENTS-----. The total amount of this Contract as amended will be EIGHT HUNDRED FORTY TWO THOUSAND, EIGHT HUNDRED NINETY THREE DOLLARS (\$842,893.00) AND NO CENTS-----.
3. All terms and conditions of this Contract not changed or modified by this Amendment shall remain in full force and effect.

IN WITNESS WHEREOF the parties hereunto have set their hands and seals on:

WITNESS:

BUCKS COUNTY OPPORTUNITY  
COUNCIL, INC.

For Commonwealth signatures only

Vendor Number \_\_\_\_\_  
Federal Identification Number \_\_\_\_\_

Commonwealth of Pennsylvania  
Acting through the  
Department of Community and  
Economic Development

GRANTEE: Please sign & complete at "X's" only

X By Roger C. Collins (Seal)

[Signature] 3/15/12  
Secretary/Deputy Secretary Date

X Title Executive Director

X Date 2/24/12

Approved:

X By [Signature]

I hereby certify that funds in the amount of  
**\$368,501** are available under Appropriations  
Symbol:

X Title Treasurer

X Date 2/24/12

7021311000 2419001000 P390429042006600700 -  
\$197,584  
7022211000 2419001000 P395009503006600700 -  
\$161,567  
7022211000 2419001000 P395009503306600700 -  
\$9,350

For Commonwealth signatures only

Approved as to Legality and Form

Program WXX  
Contract # C000050412  
CFDA # DOE: 81.042  
CFDA # LIHEAP: 93.568

[Signature] 3/12/12  
Office of Chief Counsel Date

Comptroller approved as to fiscal responsibility,  
budgetary appropriateness and availability of  
funds:

Preapproved Form # 4-K-2202  
Office of General Counsel Date

[Signature] 3/20/12  
Comptroller Date

Preapproved Form # 4-K-2202  
Office of Attorney General Date



## WEATHERIZATION ASSISTANCE PROGRAM PROPOSAL SUMMARY

SECTION I: GENERAL INFORMATION	
CONTRACT NUMBER:	IRS TAX EXEMPT NUMBER:
SUBGRANTEE: Bucks County Opportunity Council, Inc	
AGENCY ADDRESS: 100 Doyle Street Doylestown, PA 18901	
EXECUTIVE DIRECTOR: Roger Collins	TELEPHONE: 215-345-8175 ext 206
CONTACT PERSON Deborah Kirkner	TELEPHONE: 215-345-8175 ext 211

AMOUNT OF GRANT REQUEST	
Total Grant:	\$ 368,501
DOE:	\$170,917
LIHEAP Crisis:	\$ 197,584
Other:	0

OTHER NON-WEATHERIZATION FUNDS	
SOURCE	AMOUNT
Total:	\$

SECTION II: APPLICATION SUMMARY	
PROPOSED EXPENDURE PERIOD	
(DOE) From: July 1, 2011	To: June 30, 2012
(LIHEAP Crisis) From: 11/1/2011	To: 9/30/2013
(OTHER) From:	To:
Area(s) to be served: Bucks County, Pennsylvania	
PROPOSED # UNITS TO BE WEATHERIZED	
DOE:	22
LIHEAP CRISIS:	103
OTHER:	

SECTION III: PROGRAM SUMMARY
<p>Bucks County Opportunity Council, Inc. is a non-profit Community Action Agency established in 1965. Our mission is to help low-income people in Bucks County achieve and maintain economic self-sufficiency. We provide a broad range of self-sufficiency, emergency and preventative services, free tax preparation, financial literacy and asset development, food assistance and weatherization services. Our services are based on the principle that empowering people with the education, training, resources and skills necessary to permanently leave poverty is far more beneficial than helping them cope in poverty.</p> <p>The Bucks County Opportunity Council (BCOC) employs a Home Energy Conservation Team, and subcontracts the installation of measures prescribed. The BCOC internal team is responsible for recruitment and outreach, intake, eligibility determination, energy audits, determination of services to be provided, authorization of work via subcontractor, and final inspections. Services include a site-specific energy audit utilizing state-of-the art diagnostic equipment to assess conditions such as air leakage and heating system operation/efficiency and to identify cost-effective energy saving measures for each dwelling. BCOC uses subcontracted business organizations to provide materials and labor for emergency crisis services and weatherization.</p> <p>The Low-income Home Energy Assistance Program (LIHEAP) Crisis Interface Program provides heating assistance to low-income families that have lost their primary heating source and are eligible for LIHEAP services as determined by DPW. The recipients of the LIHEAP program via this contract will include low-income clients who are at or below 150% of the FPL. All clients who receive LIHEAP -funded services will be residents of Bucks County, and eligibility screening is determined by the County Assistance Office (CAO), and services are provided on a first-come (via referral from the CAO) first-served basis. The program will address the crises within the time-frames required. Through the LIHEAP funded program, we anticipate that we will provide services to a total of 103 households, and the spectrum of housing stock may be: 62 single family owned dwellings, 23 single family rented dwellings, 15 mobile home owners, and 3 mobile home renters. These dwellings may include 30 households with elderly residents and 50</p>

*Appendix P2 102*

**SECTION III: PROGRAM SUMMARY (cont'd)**

households with disabled residents.

The Department of Energy Weatherization Assistance Program (DOE) provides energy conservation and efficiency measures to reduce household energy usage for low-income families. The recipients of the DOE WAP program via this contract will include low-income clients who are at or below 200% of the FPL. All clients who receive DOE-funded services will be residents of Bucks County, and eligibility screening is determined by the Bucks County Opportunity Council Home Energy Conservation program Specialists. Through the DOE WAP program, we anticipate that we will provide services to a total of 22 households, and the spectrum of housing stock may be: 12 single family owned dwellings, 3 single family rented dwellings, and 7 mobile home owners. These dwellings may include 12 households with elderly residents and 5 household with one or more disabled residents.

**SECTION IV: CERTIFICATION**

AUTHORIZED SIGNATURE:

*Roger C. Collins*

NAME AND TITLE:

*Roger C. Collins, Executive Director*

DATE SUBMITTED:

*2/3/2012*

*Appendix A pg 2 of 2*

**PA Weatherization Program**  
Budget Summary for FY 2011 - 2012

<b>Agency:</b>	Bucks County Opportunity Council, Inc
<b>Application Date:</b>	2/2/2012
<b>Proposed Contract Period:</b>	07/01/2010 - 09/30/2013
<b>Expenditure Period:</b>	07/01/2011 - 09/30/2012
<b>Amendment Number:</b> <i>(if applicable)</i>	3
<b>Contract Number:</b>	C000050412
<b>Amendment Date:</b>	2/2/2012

	DOE	LIHEAP	FY 11/12 Total Wx Program
<b>I. Administration</b>			
<b>A. Personnel</b>	6,594.00	6,254.00	12,848.00
<b>B. Operating Costs</b>	3,826.00	3,625.00	7,451.00
<b>C. Office Equipment</b>	0.00	0.00	0.00
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>\$10,420.00</b>	<b>\$9,879.00</b>	<b>\$20,299.00</b>
<b>II. Financial Audit</b>			
<b>A. Financial Audit</b>	750.00	470.00	1,220.00
<b>TOTAL FINANCIAL AUDIT COSTS</b>	<b>\$750.00</b>	<b>\$470.00</b>	<b>\$1,220.00</b>
<b>III. Direct Services</b>			
<b>A. Program Support</b>	42,362.00	15,000.00	57,362.00
<b>B. Program Operations</b>	85,635.00	171,635.00	257,270.00
<b>C. Vehicles &amp; Major Equipment</b>	0.00	0.00	0.00
<b>D. Health &amp; Safety</b>	21,400.00	0.00	21,400.00
<b>TOTAL DIRECT SERVICES</b>	<b>\$149,397.00</b>	<b>\$186,635.00</b>	<b>\$336,032.00</b>
<b>IV. Liability</b>			
<b>A. Liability</b>	1,000.00	600.00	1,600.00
<b>TOTAL LIABILITY</b>	<b>\$1,000.00</b>	<b>\$600.00</b>	<b>\$1,600.00</b>
<b>V. Training &amp; Technical Assistance</b>			
<b>A. Training &amp; Technical Assistance</b>	9,350.00	0.00	9,350.00
<b>TOTAL Training &amp; Technical Assistance</b>	<b>\$9,350.00</b>	<b>\$0.00</b>	<b>\$9,350.00</b>
<b>GRAND TOTAL</b>	<b>\$170,917.00</b>	<b>\$197,584.00</b>	<b>\$368,501.00</b>
	DOE	LIHEAP	
<b>Proposed Number of Units</b>	22	103	
<b>Cost per Unit (as per DOE)</b>	\$6,500	\$1,815	

**APPENDIX B**

**SPECIAL CONDITIONS**  
**WEATHERIZATION ASSISTANCE FOR LOW-INCOME PERSONS PROGRAM**

Notwithstanding any provision contained herein to the contrary, the following Special Conditions apply to the above – referenced grant contract and are incorporated therein:

Original:

The grant contract amount represents the entire amount allocated to each agency based on a distribution formula. The agency will initially have spending authority for 50% of the allocation. Over the course of the 2010-2011 program year, the other 50% will be authorized or redistributed based upon specific performance quality metrics that will focus on quality, reporting and compliance with production schedules and the all other program requirements.

Subsequent Amendment:

Federal Funding Accountability and Transparency Act Provisions.

- (1) Registration and Identification Information.
  - (A) The Grantee must maintain current registration in the Central Contractor Registration ([www.ccr.gov](http://www.ccr.gov)) at all times during which the Grantee has active federal awards funded pursuant to this Contract. A Dun and Bradstreet Data Universal Numbering System (DUNS) Number ([www.dnb.com](http://www.dnb.com)) is one of the requirements for registration in the Central Contractor Registration.
  - (B) The Grantee must provide its assigned DUNS number, and DUNS + 4 number if applicable, to the Commonwealth along with the Grantee's return of the signed Contract. The Commonwealth will not process this Contract until such time that the Grantee provides this information.
- (2) Primary Location.
  - (A) The Grantee must provide to the Commonwealth the primary location of performance under the grant award, including the city, State, and zip+4. If performance is to occur in multiple locations, then the Grantee must list the location where the most amount of the grant award is to be expended pursuant to this Contract.
  - (B) The Grantee must provide this information to the Commonwealth along with the Grantee's return of the signed Contract. The Commonwealth will not process this Contract until such time that the Grantee provides this information.
- (3) Compensation of Officers.

- (A) The Grantee must provide to the Commonwealth the names and total compensation of the five most highly compensated officers of the entity if:
  - (i) the entity in the preceding fiscal year received:
    - (a) 80 percent or more of its annual gross revenues in Federal awards; and
    - (b) \$25,000,000 or more in annual gross revenues from Federal awards; and
  - (ii) the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986.
- (B) If the Grantee does not meet the conditions listed above, then it must specifically affirm to the Commonwealth that the requirements of this clause are inapplicable to the Grantee.
- (C) The Grantee must provide information responding to this question along with the Grantee's return of the signed Contract. The Commonwealth will not process this Contract until such time that the Grantee provides such information responding to this question.