



N A S C S P

NATIONAL ASSOCIATION FOR STATE COMMUNITY SERVICES PROGRAMS

# QUALITY CONTROL INSPECTOR (QCI) POOL PROGRAM

**Creatively accommodating DOE's QCI mandate  
for the Weatherization Assistance Program**



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# HISTORY

## □ DEPARTMENT OF ENERGY AND QUALITY CONTROL INSPECTOR CERTIFICATION

- DOE recognized a need for a national standard for weatherization services after reviewing ARRA period results.
- Working with Building Performance Institute (BPI), National Renewable Energy Laboratory (NREL), Interstate Renewable Energy Council (IREC) and numerous other agencies, The U.S. Department of Energy (DOE) Guidelines for Home Energy Professionals project helps establish a national residential energy upgrade industry and a skilled and credentialed workforce. The project creates standard work specifications, advanced professional certifications for workers, and accredited training programs.
- Quality Control Inspector is the first of the advanced certification to be required in the program. Effective date for QCI is April 1, 2015. Exam challenges were offered at IREC Accredited Training Centers beginning in 2012.

# PURPOSE of QCI POOL

- Compliance with DOE mandate to begin certified inspections on April 1, 2015
- Maximize “Quality Work Plan” implementation by supporting sub-grantee management and capacity building
- Offer QCI services to sub-grantees that do not have certified inspector on staff.

# PARTICIPATION

## □ QUALITY CONTROL INSPECTORS

- Participants must have obtained certification through BPI or a IREC accredited training center
- QCI's may be independent contractors, company representatives or WAP agency employees
- Inspectors may provide services through-out the state of Georgia
- Specific and appropriate insurance must be carried as mandated by State of Georgia. (i.e. Errors and omissions coverage)

# PARTICIPATION

## □ QUALITY CONTROL INSPECTORS (CONT.)

- All QCI inspections shall be based on and strictly follow Standard Work Specifications and adopted Georgia Weatherization Field Guide
- Inspectors must use standardized inspection forms
- Disqualification procedures have been developed to ensure consistency and eliminate sub-standard inspections
- A determined percentage of QCI inspections will be monitored by the Georgia Environmental Finance Authority (DOE Grantee)

# PARTICIPATION

## Agencies requesting QCI services

- Sub-grantees requesting service must enter in agreement that details scope of work with selected QCI, company or agency. Agreements shall include the following:
  - Scope of Work
  - Fee Schedule
  - Terms and Conditions
  - Insurance Requirements
  - Hold Harmless Clause
  - Certification Verification
  - Disqualification Rules

# PARTICIPATION

## Agencies Requesting QCI Services (CONT.)

- Selected QCI must be registered and in active status with BPI
- Sub-grantee assumes responsibility for findings from QCI and follows compliance schedules for remediation.

### Damage Provisions to Consider

- Reimbursement values
- Risk disallowance by GEFA
- QCI Credentials at risk

# FEE STRUCTURE

- Standardized base rate range (\$350-\$450)
  - Determined through individual agency analysis of cost to perform services locally, including all required overhead expenses.
  - 8 Total man hours anticipated per complete QCI inspection.
  - Distance of 50 miles from QCI's base office is considered local



# FEE STRUCTURE

## Variable Rates for inspections

- Federal Mileage and Per Diem Rates will apply
- Hourly rates for travel time for QCI (time determined by distance and speed limits of quickest route as predicted by Google Maps or similar service)
- Inspection groupings of two or more should be attempted
- Additional hourly charges may apply for severely unique inspection circumstances
  - Must be authorized by hiring agency at time of inspection
  - Must be considered reasonable by GEFA

# DISQUALIFICATION

- A QCI pool participant may be disqualified from future inspections for the following:
  - Errors or omissions resulting in major findings as determined by GEFA monitoring review
  - Repeated (more than 2) errors or omissions of a similar nature within a six month period
  - Failure to follow QCI monitoring protocol
  - Failure to properly document inspections

# DISQUALIFICATION

## □ Disqualification Terms

- Removal from the QCI pool for a period of six months
- Unable to provide inspections during this period for other agencies as well as for own agency
- A QCI disqualified for a second time faces a minimum one year ban and the Georgia Weatherization Council will file a complaint of non-compliance with BPI for that individual

# DISQUALIFICATION

## Requalification for the QCI pool

- A QCI may be reinstated into the pool after the ban
  - The QCI shall submit a written request to the GWC explaining how they have corrected their deficiencies
  - The GWC will review to determine if the QCI should be allowed reinstatement
  - Upon approval, the GWC will notify GEFA of the QCI's reinstatement

# IMPLEMENTATION

## □ Gateway Period

- The GWC will begin an optional gateway period on March 1, 2015.
- Six selected agencies will implement 100% QCI on this date
- GWC review meeting will take place on March 24, 2015 for feedback and initial assessment of program
- All agencies must utilize QCI beginning April 1, 2015

# Questions?

Visit [www.nascsp.org](http://www.nascsp.org) for  
more resources and information.



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