



# GHI HOMES IMPROVEMENT PROGRAM (HIP) 2019 MEMBER SELECTIONS AND OPTIONAL IMPROVEMENTS



## BRICK/CEMENT SHINGLE UNITS

YOUR NAME(S)

YOUR ADDRESS

DATE:

YOUR PHONE NUMBER(S)

YOUR EMAIL ADDRESS(ES)

During the Homes Improvement Program (HIP), GHI will be replacing various building components in the main unit of your home. This work will consist of new windows, exterior doors, siding, electric baseboard heaters and various optional selections by the member.

*All additions that are currently enrolled in the Addition Maintenance Program (AMP) will be surveyed by staff to determine which components are to be replaced during the HIP, based on guidelines approved by the Board of Directors. **GHI will not upgrade additions that are not currently enrolled in the AMP; however members with non-AMP additions may request to have HIP components replaced at the member's expense.***

This Member Selection Survey contains both replacement reserve components (windows, doors, baseboard heaters) and optional components.

- RESERVE components are paid for from GHI replacement reserve accounts.
- OPTIONAL components, which can be selected by members and installed by GHI during the HIP program, are paid for directly by the member.

## WINDOW UPGRADES

Replacement Reserve Items

GHI standard window configurations for brick/cement shingle homes are horizontal slider units with ½ screens and double-hung windows with full screens at the small bathroom opening and in bedrooms of end units. Existing windows will be replaced with vinyl windows low-e dual pane glass and are Energy Star rated units.

Non-standard windows will NOT be replaced by GHI. Examples would be octagonal, casements, bay, bow, or garden windows.

Operable windows come standard with fiberglass screens that attach to the exterior of the window. A casement window upgrade and window grids (located in-between the glass panels) are available in the options section of this survey.

The GHI Board of Directors has approved an opt-out if a member would like to keep their existing historic windows or recently replaced and permitted windows that meet current Energy-Star standards and GHI regulations for appearance.

[WWW.ENERGYSTAR.GOV](http://WWW.ENERGYSTAR.GOV)



HORIZONTAL SLIDER  
WHITE VINYL



DOUBLE-HUNG  
WHITE VINYL

This opt-out option will require HIP staff to visually inspect the existing windows based on criteria established by the GHI Board of Directors. Members wishing to retain windows that do not satisfy these variance criteria will need to obtain approval from the GHI Ad-Hoc Task Force on Existing Windows and Doors.

The GHI window supplier for 2019 HIP is Acadia Windows. Samples can be found in the Lobby of the GHI Administration building (1 Hamilton Place).

<b>I would like to retain my existing windows which meet the variance criteria: (MARK WITH X)</b>	
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**Optional Casement Windows (swing out sash)**

Casement Window



There are three Options for Casement Window Upgrades:

White Vinyl Casement Windows	No. Of Windows	Cost*	Write In Cost for Selection
Install Kitchen Casement Only	1	\$453.20	
Install First Floor Casements Only (count all windows on 1 <sup>st</sup> floor)  OR  Install All Casement Windows (count all windows in house)	2	\$922.90	
	3	\$1,589.50	
	4	\$2,059.20	
	5	\$2,528.90	
	6	\$2,754.40	
	7	\$3,030.50	
	8	\$3,484.80	
	9	\$3,967.70	
	10	\$4,436.30	
	11	\$4,801.50	
	12	\$5,271.20	
	*Note – costs are the maximum that may be expected – Final costs for casement windows will be provided with the Final Option Proposal.		

**Optional Window Grids**

The window grid option is for in-between the glass pane grids. Grid configurations for brick homes are generally 6/6 for medium size slider windows and 4/4 for small bathroom double hung windows.



6/6 Medium Size Slider Window Unit



4/4 Small Bathroom Double Hung Window Unit

Grid Cost for all windows (partial grids unavailable)	Cost Each	No. of Windows	Total Cost x No. Windows
Include window grids for each window unit (count all window units in the home)	\$16.50		

## ENTRY DOOR UPGRADES

Replacement Reserve Items




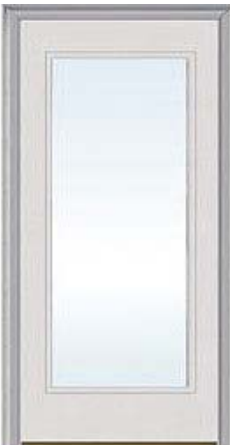







Exterior entry replacement doors will be fiberglass composite units with full core insulation, new jambs and threshold. All doors will be double bored for a deadbolt lock and keyed knob. Entry knobs and locks for each unit will be polished brass and keyed alike for all doors.

All door glass options will be dual pane, low-e glazing, with tempered glass.

4 door styles and 7 factory paint colors have been approved by the GHI Board of Directors for the HIP program. Doors are paintable if the member would like to paint them another approved color. Door hardware components are available for an additional cost.



### Entry Door Options (MARK SELECTIONS BELOW WITH X)






Door Style:	6-Panel 0-Lite	4-Panel 2-Lite	2-Panel 1/2-Lite	Full View
Additional Cost:	No additional	No additional	No additional	No additional
D O O R  S T Y L E S				
Service Side or End				Not Available
Garden Side				
<b>Factory Paint Color Options Outside With White Interior (no additional charge)</b>				
REEB Colors*	REEB Palette	Service Side/End	Gardenside	
Alaskan Storm				
Total Eclipse				
Java Bean				
Urban Dusk				
Deep Moss				
Royal Marine				
Mojave Red				
*Note - Color samples are located in the Lobby of the GHI Administration building				

The GHI Board of Directors has approved an opt-out if a member would like to keep their existing historic door or recently replaced and permitted door that meet current Energy-Star standards and GHI regulations.

This opt-out option will require HIP staff to visually inspect the existing doors based on criteria established by the GHI Board of Directors. Members wishing to retain doors that do not satisfy variance criteria will need to obtain approval from the GHI Ad-Hoc Task Force on Existing Windows and Doors.

I would like to retain my Service Side/End Door that meets the variance criteria: (MARK WITH X)	
I would like to retain my Garden Side Door that meets the variance criteria: (MARK WITH X)	

**Optional Door Hardware Accessories**

Accessory	Viewer*	Knocker*	Mail Slot	Kick Plate
Cost each	\$ 18.70	\$ 44.00	\$ 99.00	\$ 69.30
Write cost in below each selection and for each door			 <small>Brass 3-9/16" x 13"</small>	 <small>Brass 6" x 34"</small>
Service Side/End				
Garden Side			Not Available	
<ul style="list-style-type: none"> <li>All finishes will be Polished Brass</li> <li>It is the member's responsibility to maintain door accessories</li> <li>Consider previously selected door style and glass when selecting door accessories</li> <li>Door accessories will only be installed in new doors</li> </ul>				
*Note - When both Viewer and Knocker are ordered, the viewer will be located in the center of the knocker				

**Optional Storm Door**

- All existing storm doors will be removed for the replacement of the entry door.
- Members may select to have the existing storm door reinstalled at the member's cost **only if in suitable condition.**
- Existing storm doors on alcove entries do not need to be removed but can be replaced.

Storm Door Options	Service Side/End	Garden Side
Save Existing Storm Door, Member will Reinstall*, (Check each)		
Reinstall Existing Storm Door** (Write In \$220.00 Cost for each)		
Install New Storm Door, (Write In \$715.00 Cost for each)		
* Unless requested to be saved, existing storm doors will be discarded.		
** Due to condition and/or size, the existing storm door may not be able to be reinstalled.		



New Self-Storing Storm Door

**Optional Close Through-Wall AC Opening**

Members may choose to remove through-wall air conditioning units, the opening sealed with brick and painted to match the existing wall color (if applicable). Interior wallboard/plaster will also be repaired and primed.

Through-Wall AC Opening	Cost Each	Quantity	Total (Cost x Quantity)
Remove Through –Wall AC, insulate, and finish exterior with brick and interior with wallboard and primer (cost is for <b>each</b> wall AC removed)	\$611.60		

**ELECTRIC BASEBOARD UPGRADES**  
Replacement Reserve Items

Replacement Baseboard Heaters will be installed to closely match the existing heater’s length and location.

Baseboard Heaters with an on-board dial control thermostat will be replaced with a similar control. Heater units with existing wired wall mounted thermostats will be reconnected to the existing wall thermostat. Optional digital thermostat controls are available for an additional cost and are only available if the baseboard heaters are replaced.



Baseboard Heater with Standard On-Board Thermostat

The GHI board of Directors has approved an opt-out if a member would like to keep their existing heaters. This option will require HIP staff to visually inspect the existing heaters for proper function.

**I would like to KEEP MY EXISTING baseboard heaters: (MARK WITH X)**




*All existing baseboard heaters will still be serviced by GHI Maintenance*

**Optional Digital Thermostats For Baseboard Heaters**

Thermostat controls for the electric baseboard heaters can be upgraded to first floor digital wireless programmable and wired second floor non-programmable wall mounted components. ***This option is for the entire home and must be selected for the main living area and all bedrooms.***

Wireless first floor controls consist of one (1) central digital thermostat, along with Equipment Interface Modules (EIM) installed in each first floor baseboard heaters (except kitchen baseboard heaters). The first floor EIM's communicate wirelessly with the first floor wall mounted thermostat to control the heaters. With this system, all 1<sup>st</sup> floor heaters are controlled together.

Second floor digital wired wall mounted thermostats are directly connected to the baseboard heaters in the room and are not programmable but do have a temperature reading in addition to the set point. A separate thermostat is used in each bedroom. Digital thermostats are not included for the bathroom or hall baseboard heaters. *Digital thermostats will be maintained by GHI; a monthly fee of \$1.44 escalating at 2.4% per year.*

Optional Digital Thermostats			
	1 <sup>st</sup> Floor Digital Wireless Programmable Thermostat	1 <sup>st</sup> Floor EIM Units for Each Baseboard Heater (except kitchen)	Bedroom Digital Non-Programmable Wired Thermostat

**To Select the Digital Thermostat Option, Calculate the Cost Using the Following Table:**

<b>Baseboard Heaters in Main Living Area (include living and dining rooms and entry; exclude kitchen)</b>		<b>Select One Cost for the Main Living Area and One Cost for each of the Bedroom sections:</b>
<b>Number of Heaters in Main Living Area</b>		
1	\$253.00	
2	\$371.80	
3	\$490.60	
4	\$609.40	
5	\$728.20	
6	\$847.00	
7	\$965.80	
<b>Number of Bedrooms WITH Existing Wall Thermostat</b>		
0	\$0.00	
1	\$95.70	
2	\$191.40	
3	\$287.10	
<b>Number of Bedrooms WITHOUT Existing Wall Thermostat</b>		
0	\$0.00	
1	\$262.90	
2	\$525.80	
3	\$788.70	
<b>Total (Add all three sections)</b>		

**Optional Kitchen and Bathroom Radiant Ceiling Heaters**

Radiant heat ceiling panels can be installed on the kitchen or bathroom ceiling in place of existing heaters. These panels warm up and radiate heat down into the room. These Heaters have no moving parts.

- Kitchen Radiant Panel size is 24" x 48" x 1 1/8" thick (500 watts)
- Bathroom Radiant Panel size is 24" x 24" x 1 1/8" thick (300 watts)
- Includes separate thermostat control for each panel



A sample Bath radiant panel is available in the GHI lobby

Radiant Panel Heater	Cost	Write In Cost for Each Selection
Kitchen	\$645.70	
Bathroom	\$564.30	
<b>Total (Add all sections)</b>		

**Optional Bathroom Exhaust Fan**

Bathroom exhaust fans are installed in the ceiling and vented through the roof, and include a time and humidity controller that can activate the fan automatically.

Exhaust Fan	Cost	Write In Cost for Selection
Bathroom	\$661.10	



Bath Fan Control



Bath Exhaust Fan

**Electrical Permits**

Prince George's County and the City of Greenbelt will require electrical permits for the installation of kitchen and bathroom radiant heat panels and bath exhaust fans.

Electrical Permit Required if Radiant Panel Heater and/or Bath Fan Selected	Cost	Write In Cost for Selection
	\$220.00	

**Optional Ductless Mini-Split Heat Pump**

Mini-split HVAC systems function generally the same way as a traditional central heating and air conditioning system, but without the ductwork to distribute air around the home.

Heating and cooling is generated by an exterior heat pump unit and transferred to multiple interior air handlers. The system is comprised of 3 basic components:

**Heat Pump Compressor Unit:**

This component is located on the exterior of the home. Due to the very low sound rating, the GHI Board of Directors has approved placement locations on either the service or garden side depending on the member’s floor plan configuration and optimal routing of refrigerant lines.



Exterior Compressor

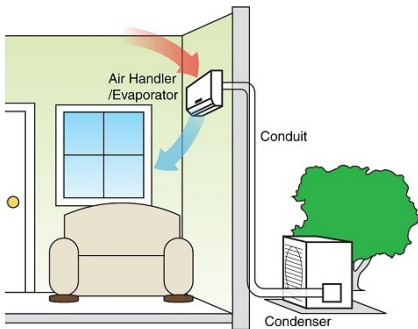
**Interior Wall Mount Air-Handlers:**

These components are placed on the interior of the member’s unit and mounted high up on an exterior wall. The air handler contains a heat exchanger and multi-speed fan that will produce both heating and cooling at each location.

These components are generally located one for the main living area and one in each of the larger bedrooms. The dimensions of this component are roughly 36” wide x 12” tall x 8” deep and each wall unit comes with a remote control and can be operated independently of the other air handlers (zone system). (An example of the interior wall unit can be found in the Lobby of the GHI Administration building).



Interior Air-Handler and Remote



General Configuration of Outdoor and Indoor Components

**Refrigerant, Electrical, and Condensate Drain Lines:**

This wiring and tubing (the line set) are the connection lines between the outside heat pump, and the indoor air handlers. Preferably, they are routed along the exterior of the home although in some floor plans, they are routed along the baseboard across a room covered with line-hide casing or inside a wall. Exterior line set covers will be painted to match the exterior wall color.

Members selecting the Mini-Split Heat Pump option will have the opportunity to review the location of each of the components prior to the installation. Cost for the Mini-Split Heat Pump system is determined by the number of indoor air-handlers required and in some cases a higher cost for Energy Star rated equipment.

Mini-Split Heat Pump System - Choose the System Based on the Floor Plan	Number of Air Handlers	Cost	Write In Cost for Selection
1 Bedroom Units (Energy Star)	1- Main Living Area, 1 Bedroom	\$6,435.00	
2 Bedroom Units (Energy Star)	1- Main Living Area, 1 in each Bedroom	\$7,150.00	
3 Bedroom Units (Energy Star)	1- Main Living Area, 1- Large Bedroom, 1- Medium Bedroom	\$7,150.00	
2 or 3 Bedroom Unit with Addition (4 zones) Energy Star Rated Equipment (3 zones)*	1- Main Living Area, 1- Large Bedroom, 1- Medium Bedroom 1- Addition	\$8,305.00 \$8,580.00	
2 or 3 Bedroom Unit with Addition (5 zones) Energy Star Rated Equipment (5 zones)*	1- Main Living Area, 1- Large Bedroom, 1- Medium Bedroom 2- Addition or extra room	\$9,955.00 \$11,550.00	

\*Energy Star equipment required to qualify for Pepco Rebate (p. 11); 3-zone system uses a larger first floor indoor unit rather than 2 smaller first floor indoor units; a 4-zone EnergyStar rated system cost is \$9,900.00.

Note: In some cases where the existing electrical panel cannot accommodate the new heat pump circuit, a sub-panel or a new main panel will be required at an additional cost:

**Subpanel- \$715.00 or Main Panel- \$1,155.00.**



**Optional Attic Insulation Upgrades**

Three attic upgrades are available; any combination may be selected:



*Insulate and Seal Attic Access Hatch:*

Push up attic door hatches have a weather-strip seal installed around the perimeter to limit air leakage from the home to the attic. Attic door hatches have 2” rigid insulation attached to the door on the attic side.

*Attic Perimeter Air Sealing:*

Air sealing of the exterior wall top plates and at the gable end walls is designed to limit air leakage from the home to the attic. All accessible plumbing or electrical penetrations through the ceiling are also air sealed. The contractor applies a single-part spray

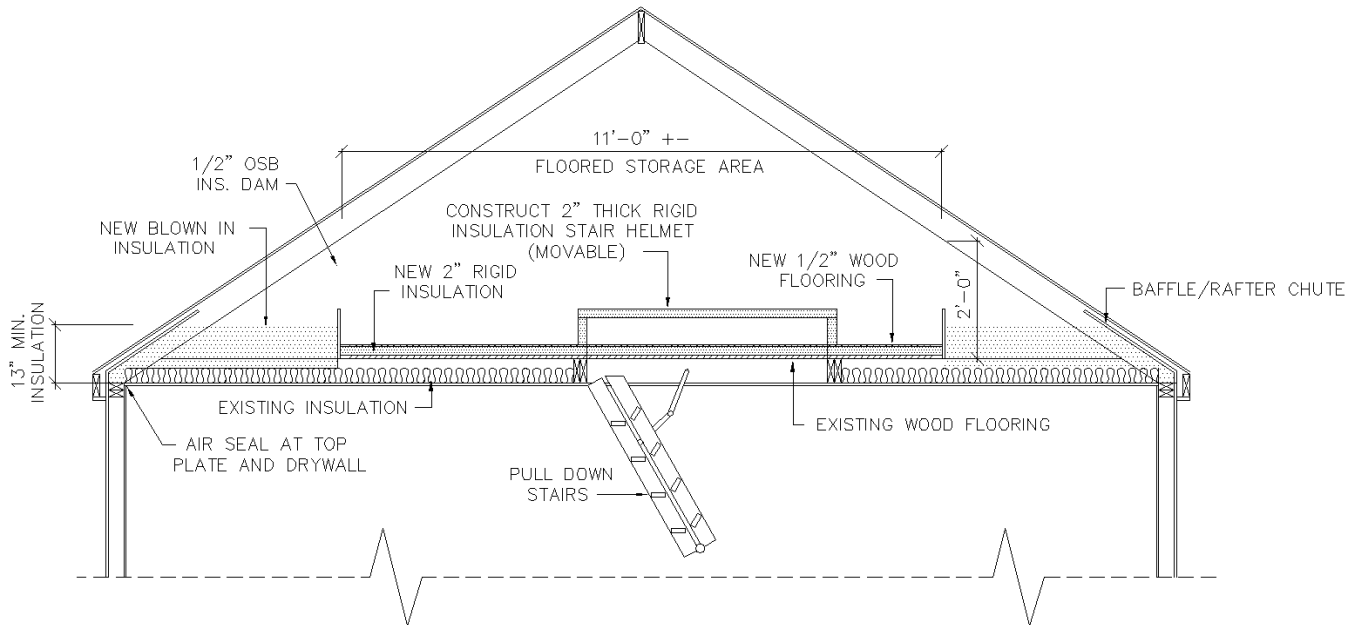
polyurethane foam to help achieve the highest level of air sealing and insulation necessary to meet rebate program guidelines.

*Add Attic Insulation:*

This option is designed to more than double the amount of insulation in the attic while preserving the floor storage area. Rigid insulation board and a new wood surface for storage is installed with the surrounding area outside of the storage area having blown in cellulose or fiberglass insulation installed.



Any of the attic options may be selected individually, or a combination of selections may be made and are shown in the Table on page 10.



The 2019 HIP also includes a Pepco Rebate Option for Attic Improvements. Members who select all three (3) of the Attic Upgrades (Hatch/Door, Air Seal, Insulation) and also select the Bath Fan option<sup>b</sup> including the electrical permit (Page 7 above), are eligible for Pepco Rebates through the Home Performance with ENERGY STAR Program. The program has been revised for 2019 and this year’s qualifying cohort members are eligible for rebates to include:

- \$1,650.00 for the attic improvements and air sealing (\$1,750 minus a \$100 test fee).
- \$20.00 per window for the Energy Star window upgrades,
- \$2,500.00 for an **Energy Star qualified** mini-split heat pump system (A \$150 processing fee is required to receive the HVAC rebate), see Page 9 above for the HVAC costs. **Heat pump rebate is sent directly to the member from Pepco.**

The Table below includes the Attic Improvement costs and the Rebate options. The Bath Fan option must be selected and installed to qualify for the rebates.

Select any Combination of Attic Upgrades for Your Unit Type in Section 1 and Write in the Cost of Each Option Selected **OR** Select one of the combined options from the Pepco Rebate in Section 2:

Unit Type	Section 1: Individual Attic Upgrades For Your House Type, Select from 1 to 3 Options	Cost	Write In Cost for Selection	
2-Story with Attic	1. Insulate/Air Seal Attic Access (hinged doors)	\$115.50		
	2. Air Seal Attic Perimeter	\$288.75		
	3. Insulate Attic Floor, Maintain Full or Partial Storage Area	\$1,790.25		
	Total Attic Improvements			
	Section 2: Pepco Rebate Option for Attic Improvements <sup>a,b</sup>		Available Rebates	Write In Cost for Selection
	Pepco Rebate for attic insulation and air sealing		- \$1,650.00	
	Rebate for each EnergyStar window (Count the number of HIP windows installed and multiply by 20)		- \$20.00/window	
Total Rebates				
<sup>a</sup> Participation in Pepco Rebate Option requires selection of all three Attic Improvement in Section 1. <sup>b</sup> Pepco Rebate Requires the Installation of a ventilation fan (generally a Bath Fan, see Page 7 above for costs) if not already installed.				
If all Attic improvements are selected in Section 1 and a ventilation fan is installed (generally a bath fan), members are eligible for an additional \$2,500.00 rebate for an Energy Star qualified Mini split heat pump system (see Page 9 above for costs). <b>Write in \$150.00 Processing fee.</b>				

Once all Optional Items have been selected, the total cost can be estimated below by adding all of the Individual Options where costs have been selected, then transferring to the table below. HIP staff will verify the selections and costs and provide members with a **final Option Proposal for signature**.

Summary Cost Table - Member Optional Items	Total Cost
<b>Casement Windows</b>	
Window <b>Grid(s)</b>	
Door Hardware <b>Accessories</b>	
<b>Storm Door(s)</b>	
Close Through-Wall <b>AC Opening</b>	
Digital <b>Thermostats</b> For Baseboard Heaters	
Kitchen and Bathroom <b>Radiant</b> Ceiling Heaters	
Bathroom <b>Exhaust</b> Fan	
Electrical <b>Permits</b>	
Ductless <b>Mini-Split Heat Pump (Energy Star system required for Rebate)</b>	
<b>Attic Insulation</b>	
<b>Processing fee</b> for Heat Pump Rebate (\$150.00) if selected	
<b>Rebate Amounts Selected (a negative number, not including heat pump rebate)</b>	
<b>Total Cost for Optional Items (add all of the costs entered above)</b>	

***It is critical to return this Member Option Survey as soon as possible prior to the Final Deadline date of Friday, February 15, 2019. The Board of Directors established this deadline for 2019. After this date, members not returning this survey will receive only the standard HIP improvements without any Option Selections.***

***Once HIP staff has received this Survey Form, a Final Option Proposal will be sent to the member for signature. Without this signed form, HIP staff will not be able to verify your Selections and will delete all Optional Selections.***

***Please return this Survey and the Final Option Proposal as soon as possible to provide HIP staff and the contractor with sufficient time to order materials, both for the Reserve items (such as door style and color) and for the Optional Items. We appreciate and rely upon your cooperation.***

**Please contact HIP staff with any questions.**