

Process and Requirements

1. Eligibility

- a. The Development was funded through a Florida Housing RFA that did not contain the requirement for a standby generator.
- b. The Development is currently in operation and does not have a permanent standby generator currently installed.
- c. The Development must serve the demographic of Elderly or Persons with Special Needs.
- d. The Development is in compliance with Florida Housing requirements.

2. Process

- a. Within 7 calendar days of receiving the Invitation to Participate, interested Applicants must execute and return to Florida Housing this invitation confirming that they understand the requirements and process.
- b. Florida Housing will to the lesser of 70 percent or \$200K for the costs associated with the purchase and installation of a permanent standby generator that meets the Specifications and Requirements outlined below. This may also include necessary expenses associated with the proper installation of the generator, such as fees associated with permitting and the connection to gas lines.
- c. All work must be complete by 12 months from the date of the Invitation to Participate unless an extension is approved by the Corporation.
- d. The Applicant must obtain an estimate from at least one authorized distributor of the product. The authorized distributor must directly serve the geographic area of the proposed Development, provide the turnkey service for the Development, (turnkey means that the product, installation, service, maintenance and any permitting is provided by the supplier in a package for the Applicant). The Participating Applicant may contact multiple authorized distributors to receive multiple estimates and select the Authorized Distributor that best meets the Development's needs.
- e. Participating Applicants must provide to the Corporation a copy of the properly executed Authorized Distributor Certification form found at Exhibit B, with the estimate that demonstrates that the products and installers that meet the Specifications and Requirements outlined below. The estimate must include a detailed plan, specifications and itemization of the costs for turnkey service. This turnkey service will include the cost of local jurisdiction permitting.
- f. The Authorized Distributor Certification form and the estimate must be submitted to Florida Housing for approval prior to commencement. If the estimate is not submitted to Florida Housing for approval, the Applicant may not be eligible for funding, even if the work is complete.
- g. After the work is complete, the Applicant must submit the following:

- (1) One final detailed and itemized invoice(s) for the cost of the **completed work and a copy of the final inspection approval from local government**; and
 - (2) The properly executed Certification of Florida Electrician that Generator Meets Florida Housing Finance Corporation Requirements form found at Exhibit A.
- h. Florida Housing will promptly pay invoices of all authorized work. It is expected that there will be one invoice at the completion of all work.
 - i. The Applicant must adhere with all Maintenance and Compliance Requirements below.

3. Specifications and Requirements

- a. Eligible generators shall be able to operate, throughout the duration of a power outage, at least one elevator per residential building serving residents that are located on a floor higher than the first floor; life safety systems such as emergency lighting, exit signage, and fire alarm systems; domestic water pump, if applicable; and in the community room/dedicated common space, lights, HVAC and other electrical appliances.
- b. Generators shall comply with 2702.1.1 through 2702.2.18 of the Florida Building Code.
- c. The generators must be maintained and tested in accordance with the Florida Fire Prevention Code, which requires monthly testing of the generator under load for a minimum of 30 minutes, and annual inspection and service.
- d. Generator sizing shall be performed by a Florida licensed electrician or electrical engineer, and shall be based on actual load requirements for each Development.
- e. Eligible generators shall be fixed type and shall be installed with mounting pad that prevents settling or sinking of the generator system.
- f. Eligible generators shall be purchased from manufacturer certified distributors/suppliers that provide or oversee the local permitting and local installation per Florida Housing specifications, as well as the on-going maintenance of the generators.
- g. Generators shall have weather protective enclosure that reduces sound, ensuring quiet operation and protection against weather and climate elements.
- h. Eligible generators shall have fully automatic transfer switch that is properly rated for the connected load, per the National Electrical Code.
- i. Fuel type - natural gas engine where municipal gas service is available and Engine-generator with LP gas engine and storage tank where it is not.
- j. On-site LP fuel storage shall allow for operation of at least 72 hours of continuous operation. If local ordinances or other regulations limit the amount of onsite fuel storage, the Development must adopt a plan that includes maximum onsite fuel storage allowable by ordinance, along with a reliable method to obtain the maximum additional fuel within 24 hours of depletion of onsite fuel.

- k. Testing and maintenance services for the generator, transfer switches and fuel system to be performed by a qualified technician as specified or recommended by the generator manufacturer or as required by NFPA 110, whichever is more stringent. This includes exercise underload.
- l. Carbon monoxide detectors and alarms must be provided within the Development as per Florida Building Codes, regardless of listed exceptions.

4. Maintenance and Compliance Requirements

- a. For the length of the compliance period, the Applicant will maintain an executed written contract with a vendor certified to service and test the installed generator and system. The generator and system shall be serviced and tested as outlined above.
- b. For the length of the compliance period, Applicants using on-site LP gas will be required to maintain an executed contract with a fuel provider that meets the objective that fuel delivery and supply is consistent throughout the year and during emergencies.
- c. The Applicant must annually self-certify to Florida Housing that they are adhering to the installed generator and system service and testing requirements and, if applicable, their LP gas fuel supply commitments.

5. Acknowledgement

To begin the process, please sign below and return it to _____ within seven (7) days of receipt. We look forward to working with you!

ACKNOWLEDGEMENT

The undersigned hereby acknowledges the requirements set forth in this Invitation to Participate and will begin the process described above.

Name of Proposed Development: _____

Original Funding Application Number Assigned by Florida Housing: _____

Signature of Authorized Principal Representative

Name (typed or printed)

Title (typed or printed)

Exhibit A - Florida Licensed Electrician Certification that Generator Installation and Operation Meets Florida Housing Finance Corporation Requirements

Development Name _____

Address: _____

I, _____, hereby certify that I am an electrical contractor licensed in the state of Florida and am certified by the manufacturer or Authorized Distributor of the proposed standby generator to provide the professional services needed to successfully install a permanent standby generator at the above development per all applicable codes, permitting requirements and Florida Housing Finance Corporation Requirements.

Manufacturer of Generator: _____

Model Number of Generator: _____

Name of Electrician's Company: _____

Address of Electrician: _____

Telephone of Electrician: _____

Florida License Number of Signatory: _____ Expiration of License: _____

Date (mm/yyyy)

Electrician's Signature

Print or Type Name of Signatory

Exhibit B - Authorized Distributor Certification form

Name of Development: _____

Development Location: _____

Name of Authorized Distributor: _____

Address of Authorized Distributor: _____

Telephone of Authorized Distributor: _____

Manufacturer of Recommended Generator: _____

Model Number of Recommended Generator: _____

The undersigned certifies to the following:

1. I have visited the Development and conducted an electrical service needs assessment to determine the load requirements necessary to properly size a standby generator for the Development that meets or exceeds the project specifications; and
2. The standby generator and associated equipment we have recommended for installation meets the minimum load requirements to operate required common area spaces and elevators as outlined in the ITP; and
3. The design, plans and specifications for the proposed Development allow for the installation of the recommended standby generator that will meet or exceed the specifications set forth in all applicable codes and permitting requirements; and
4. I am willing and intend to enter into good faith negotiations or participate in a bidding process with the Applicant to act as the Authorized Distributor for this proposed Development.

The information provided above is true and correct.

Representative of the Authorized Distributor Signature

Print or Type Name of Signatory