Minors & Pass Rate
In our continuing efforts to inspire and recognize the highest quality standards for work done through the PUD Weatherization and Heating program, we are changing the way the Pass Rate is calculated. Effective April 1, 2015, inspections resulting in a Minor will count in a weighted fashion, as .33 of a Remedial. Prior to this date, Minors were not included in the Pass Rate calculation.

Definitions & Requirements
All work completed through the PUD Weatherization and Heating program is subject to a Final Inspection before the incentive or rebate is paid. A Final Inspection can result in a Pass, a Remedial, or a Minor. Both Remedials and Minors must be addressed before the job will be issued a Pass.

The Pass Rate per job is based on the number of inspections required before the job passes. For example, if a job is inspected 3 times, failing the first and second inspection and passing on the third inspection, the Pass Rate for that job is 33%.

Remedials are issued where there is a need for significant corrections. An inspection resulting in a Remedial is considered a Fail.

Minors are issued for smaller corrections. In 2014, Minors were considered neither a Pass nor a Fail. They were NOT included in the Pass Rate calculation. Beginning April 1, 2015, Minors will be equal to .33 of a Remedial. (That is, 3 Minors will equal 1 Remedial.)

PUD Registered Contractors must maintain a Pass Rate of 80% or greater to remain in the program (per the Monitoring Procedures section 2.A.1). This requirement is unchanged.

Example
Here’s an example of how the new calculation will impact Pass Rate.

(Please see over)
Contractor ABC completes a job and submits it for inspection. The first inspection yields a Remedial, the second inspection results in a Minor, and on the third inspection, the job gets a Pass.

Today, the Pass Rate for this job is 50%. As of April 1, the Pass Rate for this job will be 43%.

**Current Pass Rate:**
# of Jobs Inspected/ # of Inspections to achieve a Pass
(the inspection resulting in a Minor doesn’t count)
Pass rate = 1 job / 2 inspections = **50%**

**New Pass Rate:**
# of Jobs Inspected/ # of inspections to achieve a Pass
(the inspection resulting in a Minor counts as .33)
Pass rate= 1 job / 2.33 inspections = **43%**

**Your Role**
There are several steps you can take to ensure that your company maintains a strong Pass Rate. First, review your 2014 Performance ScoreCard. The ScoreCard shows how many Minors your company received on jobs inspected in 2014. It also shows what the impact of those Minors would have been on your 2014 Pass Rate, had they counted as .33 of a Remedial.

Then, ensure that your installation staff is up-to-date on common Minors, and well acquainted with the specifications for your area of work (i.e., Weatherization or Heating). The 2015 Annual Meeting presentation (available at [www.snopud.com/tradeallies](http://www.snopud.com/tradeallies)) includes a summary of common errors by measure type. Specification guides are available from this same web page (click on Information for Weatherization and Heating Contractors).

**Bid Form Revisions**
Effective April 1st, the PUD will no longer be responsible for calculating the sales tax on your customer bids. Contractors should fill this out themselves before submitting the bid. (The Washington State Department of Revenue has a calculator which can help. See [http://dor.wa.gov/content/findtaxesandrates/salesandusetaxrates/lookupataxrate/](http://dor.wa.gov/content/findtaxesandrates/salesandusetaxrates/lookupataxrate/).

Also on April 1st, the PUD will no longer require contractors to include the manufacturer’s rebate on the bid form.

**Bid forms for all job types (Insulation, Windows, and Heat Pumps) have been updated and are available now** at [www.snopud.com/tradeallies](http://www.snopud.com/tradeallies) (click on Information for Weatherization and Heating Contractors).

*Thank you for your support and participation in our programs. Should you have any questions, please contact Cathy Anderson ([cjanderson@snopud.com](mailto:cjanderson@snopud.com) 425-783-1798) or Kevin Watier ([kjwatier@snopud.com](mailto:kjwatier@snopud.com) 425-783-1714).*