

## The Heights Development Compliance Overview (Framing)

Twin Cities Habitat for Humanity (TCHFH) Sites: (Addresses TBD)

- TCHFH Site #2020 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Site #2021 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Sites #2022-2023 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Sites #2025-2026 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Sites #2027-2028 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Site #2067 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Site #2068 – xxx Winthrop Street North; St. Paul, MN 55109

### Compliance Types

- **Affirmative Action**
  - Affirmative Action Plans are required for any subcontractor awarded with \$50,000 or more worth of contracts funded by City of St. Paul over the previous twelve months.
  - Workforce Employment Goals. All contractors are expected to do their best to help TCHFH meet the overall employment hour goals.
    - 32% of the total project hours to be minority hours
    - 20% of the total project hours to be female hours
    - Workforce Participation Goals Project Form to be submitted with anticipated employment hours is to be submitted with bids.
    - Actual employment hours will be captured via certified payrolls submitted to LCPtracker as part of the Little Davis Bacon Requirements.
- **Little Davis Bacon/Prevailing Wage**
  - All contractors must comply with Little Davis Bacon; please see the Little Davis Bacon Full Requirements for additional information. Please ensure minimum hourly plus fringe rates are included in bid totals as outlined in the Wage Decision.
  - Certified payrolls will be submitted online via LCPtracker. There is no cost to contractors for access to LCPtracker system.
  - The Contractor Profile Form will be required for all contractors receiving awards if not already available in LCPtracker.
- **St. Paul Building & Construction Trades Council Project Labor Agreement**
  - Union membership is not required to bid. However, all contractors regardless of union status, must comply with existing project labor agreement; please see the agreement for additional information.
  - All contractors, regardless of union status, will be required to pay contributions to established employee fringe benefit funds. (See Pages 5, 12 of PLA)
  - Letter of Assent (Attachment A of Project Labor Agreement) will be required for all contractors receiving awards.
- **Required Contract Provisions** – Must be included in all contracts for this project as outlined in bid notification.

- **Vendor Outreach, City of St. Paul Human Rights & Equal Economic Opportunity (HREEO) Program**
  - See VOP Bid Spec for full requirements.
  - Developer/General Contractor Goal of 25% participation of contractors certified by Central (CERT) Certification Program
    - 5% to minority-owned business enterprises (MBE)
    - 10% to woman-owned business enterprises (WBE)
    - 10% to other small business enterprises (SBE)
    - Preference may be given to certified companies only if needed to meet HREEO goals.
  - Payment reporting will be completed online via B2Gnow.
    - Contractors will need to confirm payments received online via B2Gnow.

#### Summary of Forms Required with Bids

- Workforce Participation Goals Project Form – Outlines anticipated employment hours for project (19 units total).

#### Summary of Forms Required with Awards

- Affirmative Action Plan if contractor has received \$50,000 cumulative St. Paul funded contracts in previous 12 months. Not required if contractor already has current AAP on file with the City of St. Paul.
- Identification of Primes & Subs (including suppliers)
- Contractor Profile Form (Little Davis Bacon) if contractor is not already available in LCPtracker.
- Letter of Assent (Attachment A of Project Labor Agreement)