

The Heights Development Compliance Overview

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 Site #2022-2023 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Site #2025-2026 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Site #2027-2028 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Sites #2059-2060 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Site #2061 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Sites #2062-2063 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Sites #2064-2065 – xxx Winthrop Street North; St. Paul, MN 55109
- TCHFH Site #2066 – 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
- TCHFH Site #2069 – 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 (11 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)