

PROVIDENCE HOUSING AUTHORITY



INVITATION FOR BIDS (IFB)

Manton Heights - Early Education Learning Center

ISSUE DATE:

WEDNESDAY, NOVEMBER 18th, 2025

BID DUE DATE:

TUESDAY, JANUARY 6th, 2026

BY: 10:00 AM EST.

JEFF BENT

SR. PROJECT MANAGER

jbent@provhousing.org

PROVIDENCE HOUSING AUTHORITY

40 Laurel Hill Avenue

Providence, RI 02909

www.provhousing.org

PROVIDENCE HOUSING AUTHORITY



The Providence Housing Authority (PHA), in collaboration with the Boston Celtics Shamrock Foundation and the Amica Companies Foundation, is proud to announce the construction of a new early education center located in the heart of the Manton Heights public housing community in Providence, RI.

This thoughtfully designed three-classroom facility will provide high-quality care and early learning opportunities for up to 42 children, ages 18 months-5, from Manton Heights and other PHA neighborhoods. The center will feature 4,000 square feet of indoor classroom space and a 1,500- square-foot outdoor play area, creating a safe, engaging environment where young children can learn, grow, and thrive.

We believe that every child deserves a strong start and that every family deserves the resources to thrive. The Manton Heights Early Education Center represents an important step towards that vision. We are seeking to add a dedicated construction company to complete this high-quality renovation project by June 1st, 2026.

Attached you will find an Invitation for Bid (IFB) issued by the Providence Housing Authority. We urge you to consider submitting a bid to join our team as the construction company for the Manton Heights Early Childhood Education Center. Together we can prepare the next generation of children to be champions in the game of life!

Please access link below to unveil event video for this project:

{hover over link and press ctrl and left mouse button}

<https://app.frame.io/presentations/bccb8241-119e-4fc4-bdfb-15fcd03a5c5d>



PROVIDENCE HOUSING AUTHORITY

TABLE OF CONTENTS

BID OVERVIEW AND INSTRUCTIONS

- INVITATION FOR BIDS
- PHA BACKGROUND
- BOSTON CELTICS SHAMROCK FOUNDATION BACKGROUND
- AMICA COMPANIES FOUNDATION BACKGROUND
- PHA INSTRUCTIONS TO BIDDERS
- CONTRACTOR RESPONSIBILITIES
- BID PACKAGE REQUIREMENTS
- BID EVALUATION
- FORM HUD-5369: INSTRUCTIONS TO BIDDERS FOR CONTRACTS
- FORM HUD-5370: GENERAL CONDITIONS FOR CONSTRUCTION CONTRACTS
- PHA SPECIAL INSTRUCTIONS THAT PERTAIN TO FORM HUD-5370

APPENDIX A: SAMPLE CONTRACT DOCUMENTS

- PHA AGREEMENT FOR CONSTRUCTION {SAMPLE}
- PART II – TERMS & CONDITIONS

APPENDIX B: EEO AND DAVIS BACON REQUIREMENTS

- LAWS ENFORCED BY E.E.O.
- DAVIS-BACON ACT WAGE DECISION
- CERTIFIED PAYROLL FORM WH-347 {SAMPLE}
- INSTRUCTIONS FOR COMPLETING PAYROLL FORM, WH-347
- FORM HUD 11 - RECORD OF EMPLOYEE INTERVIEW INSTRUCTIONS {SAMPLE}
- DAVIS BACON ACT POSTER

APPENDIX C: SCOPE OF WORK

- SCOPE OF WORK

APPENDIX D: PROJECT MANUAL

- BID PLAN SET {link}
 - DIVISION 01 - GENERAL REQUIREMENTS
 - DIVISION 02 - EXISTING CONDITIONS
 - DIVISION 3 – CONCRETE
 - DIVISION 04 – MASONRY
 - DIVISION 05 - METALS
 - DIVISION 06 - WOOD, PLASTICS, AND COMPOSITES
 - DIVISION 07 - THERMAL AND MOISTURE PROTECTION
 - DIVISION 08 – OPENINGS
 - DIVISION 09 – FINISHES
 - DIVISION 10 – SPECIALTIES
 - DIVISION 11 – EQUIPMENT
 - DIVISION 12 – FURNISHINGS
 - DIVISION 14 – CONVEYING EQUIPMENT
 - DIVISION 21 - FIRE SUPPRESSION
 - DIVISION 23 – MECHANICAL
 - DIVISION 26 – ELECTRICAL
 - DIVISION 28 - FIRE ALARM
-

PROVIDENCE HOUSING AUTHORITY

- DIVISION 31 – EARTHWORK
- DIVISION 32 - EXTERIOR IMPROVEMENTS
- DIVISION 33 - UTILITIES

APPENDIX E: PLANS

- BID PLAN SET {link}

APPENDIX F: ALLOWANCES

- DESCRIPTION OF ALLOWANCES

APPENDIX G: FORMS TO BE SUBMITTED TO PHA WITH THE BID PACKAGE

- BID SUBMISSION FORM
 - FORM HUD-5369-A: REPRESENTATIONS, CERTIFICATIONS, & OTHER STATEMENTS OF BIDDERS
 - COMPANY PROFILE FORM
 - NON-COLLUSIVE AFFIDAVIT
 - VENDOR DISCLOSURE AGREEMENT
 - CERTIFICATION FOR CONTRACTS, GRANTS, LOAN, AND COOPERATIVE AGREEMENT
 - CONTINGENT FEES STATEMENT
 - CLIENT REFERENCES FORM
 - LIST OF SUBCONTRACTORS
 - FAIR EMPLOYMENT PRACTICE STATEMENT
 - CERTIFICATION OF DAVIS BACON PREVAILING WAGE
-

PROVIDENCE HOUSING AUTHORITY

INVITATION FOR BIDS

The **Housing Authority of the City of Providence, Rhode Island** in conjunction with the **Boston Celtics Shamrock Foundation** and the **Amica Companies Foundation** is accepting sealed bids from qualified vendors for the **MANTON HEIGHTS – EARLY EDUCATION LEARNING CENTER** located in Providence, RI.

Detailed information regarding the work encompassed under this project is provided in the Scope of Work section of this Invitation for Bids.

The key milestone dates from the publication of the bid to the bid submission deadline are outlined below:

Invitation For Bids Issued	Wednesday, November 19, 2025
Pre-Bid Meeting	Tuesday, December 3, 2025, at 10:00 AM EST
Deadline for Submitting Questions	Wednesday, December 17, 2025, at 10:00 AM EST
Bid Submission Due Date	Tuesday, January 6, 2026, at 10:00 AM EST
Bid Opening Date	Tuesday, January 6, 2026, at 10:00 AM EST

Details for each milestone date could be found under **PHA INSTRUCTIONS TO BIDDERS**.

It shall be the responsibility of any and all bidders to consult the Providence Housing website at (<https://provhousing.org/working-with-pha/vendors/>) for the complete Invitation for Bids, to be aware of and to abide by all dates, times, conditions, requirements, and specifications set forth in this IFB and any addendum, RFI response, Pre-bid meeting agenda and notes issued by the Authority, prior to submitting their bids.

By virtue of completing, signing, and submitting the completed documents, the bidder is stating his/her agreement to comply with all conditions and requirements set forth within those documents. The Authority:

- **Will not** accept bids submitted by fax or email.
- **Will not** be responsible for the receipt of bids not properly submitted.
- **Will not** accept bids received after the above deadline.

Minority and Woman-Owned Businesses are encouraged to submit bids. Bidders will be required to make positive efforts to use small and minority-owned businesses and to offer employment, training, and contracting opportunities in accordance with Section 3 of the Housing and Urban Development Act of 1968 ([24 CFR Part 75](#)).

Individuals requiring interpreter services for the hearing-impaired should notify the Facilities Management Department by calling (401) 709-2201 seventy-two (72) hours prior to any event.

PROVIDENCE HOUSING AUTHORITY

PROVIDENCE HOUSING BACKGROUND

Founded in 1939, the Providence Housing Authority (PHA) provides and develops quality and safe affordable housing opportunities and services to address the needs of Rhode Island residents. We are committed to the core values of excellence, accountability, innovation, respect, and equity in all that we do.

Today, the PHA provides affordable housing to more than 12,000 residents in the City of Providence. We administer 2,606 public housing units that are home to about 5,613 residents – making us one of the largest landlords in the State. Units are designated as elderly/disabled, family, and scattered sites developments. We also oversee the administration of more than 2,700 tenant-based and project-based Section 8 vouchers, most of which allow low-income families to rent in the private market and host a variety of support programs to help our residents and participants meet their wellness, financial, and employment goals no matter what their age or ability. In addition to in-house services, the PHA provides a wide array of referrals to partners across the state.

The PHA is a quasi-governmental organization, governed by a Board of Commissioners appointed by the Mayor and Providence City Council, and an Executive Director who reports to the Board.

Vision Statement: PHA, working with its residents, will be a best-in-class leader in creating safe, vibrant communities that promote pathways to opportunities and will be a place where people are proud to live and work.

Mission Statement: PHA provides and develops quality and safe affordable housing opportunities and services to address the needs of Rhode Island Residents.

“We hope you can help us achieve this vision”

Please access link below to be inspired about this project:

{hover over link and press ctrl and left mouse button}

<https://www.dropbox.com/scl/fi/v1dnl03vs8958bpgdaphe/Early-Ed-Gala-Video-with-Co-branding.mp4?rlkey=evxvwddn7x6scbenh1u94vfa&e=1&st=2nk0x15h&dl=0>

PROVIDENCE HOUSING AUTHORITY

PHA INSTRUCTIONS TO BIDDERS

MANTON HEIGHTS – EARLY EDUCATION LEARNING CENTER

Project Location:

- Manton Heights 31 Salmon St. Providence RI

Pre-Bid Meeting:

Tuesday, December 03, 2025, at 10:00 AM EST

- Address: Providence Housing Authority
Facilities Management Building
40 Laurel Hill Avenue
Providence, RI 02909
- Property Tour to Follow
- Pre-Bid meeting Notes will be posted on the PHA website, <https://provhousing.org/working-with-pha/vendors/>
- Nothing said at the pre-bid meeting will change the IFB requirements UNLESS an addendum is issued.
- **Bidders are strongly encouraged to attend the Pre-Bid Meeting and to visit / drive by the sites. The Authority believes vendors who attend the Pre-Bid Meeting and visit the sites are more likely to submit more responsible / responsive Bids.**

RFI Deadline and Procedures:

Wednesday, December 17, 2025, by 10:00 AM EST

- Address all pre-bid questions or requests for information pertaining to this project and bid documents to **Jeffrey Bent, Sr. Project Manager**, jbent@provhousing.org with a CC to **ARCHITECT Michael Bevivino, Principal** michael@arketekcher.com and **Madeline Clappin, Principal** madeline@arketekcher.com
- Allow a minimum of seventy-two (72) hours for a response to any RFI's.
- No RFI's will be addressed after the above deadline.
- RFI responses will be posted to PHA website & emailed to attendees of Pre-bid meeting.

Bids Due Date:

Tuesday, January 06, 2026, prior to 10:00 AM EST

- All bids must be received before the above deadline.
- The Authority will not be responsible for the receipt of bids not properly submitted.
- Bidders must deliver submissions in a sealed envelope, marked **"MANTON HEIGHTS – EARLY EDUCATION LEARNING CENTER"** and addressed to the attention of:

Providence Housing Authority
Facilities Management Department
40 Laurel Hill Avenue
Providence, RI 02909
ATTN: **Jeffrey Bent**

PROVIDENCE HOUSING AUTHORITY

- All bids received by the due date will be publicly opened and read aloud at the Facilities Management Building (40 Laurel Hill Avenue, Providence, RI 02909) by the Project Manager.

Work Schedule:

- Daily Schedule: Monday – Friday 8:00 AM to 4:00 PM
- Staging can begin at 7:30 AM each morning

Logistics:

- Limited space for vehicles, storage, construction equipment
- Staging area will be determined at pre-construction meeting

Estimated Contract Period:

- Estimated TIME for project
 - Tentative Start Date: TBD
 - **Tentative Substantial Completion Date: May 30th, 2026**
 - The exact start of the project has yet to be defined. However, it will be as soon as is practicable after the bid opening.
 - Exact dates will be specified in “Notice to Proceed”
-

PROVIDENCE HOUSING AUTHORITY

CONTRACTOR RESPONSIBILITIES

General:

- The Contractor shall supply all labor, materials, equipment, tools, construction equipment, machinery and other facilities and services necessary for the proper execution and completion of the work.
- The Contractor shall obtain any permits required to perform work as outlined in the bid documents. The Authority does not pay / get charged permit fees by the city.
- Work is to be performed in accordance with this IFB, scope of work, specifications, and amendments, if any.
- The Authority only recognizes one contractor as party to this Contract.
- The Contractor shall promptly submit written notice, within five (5) business days of discovery, to the Authority of any observed variance of contract documents from legal requirements.
- The Contractor shall comply with all applicable laws, ordinances, and codes of the State and local governments, and shall commit no trespass on any public or private property in performing any of the work embraced by this Contract.
- The Contractor shall not make any substitutions for materials without prior written authorization from the Authority.
- The Contractor shall be responsible for all their material, equipment, and other items onsite.
- Storage of materials in public, common or private areas within the project is prohibited.
- The Contractor shall notify the Authority of any long lead time items that may impact completion dates.
- Contractor's Project Manager or Site Supervisor shall participate in project meetings with the Authority Architect and / or Architect/ Engineer when scheduled.
- The Contractor shall submit a "pencil requisition" to the Authority, Architect and / or Engineer for review and approval prior to submitting an invoice for payment.
- Pencil Requisitions/Invoices shall be in AIA format. Allow Seven (7) business days for review by the Authority and the Architect.

Personnel:

- All employees of the Contractor, subcontractors, or other representatives shall be skilled in the type of work for which they are employed on the project and shall work under the direction of a competent superintendent.
 - All employees of the Contractor, subcontractors, and/or other representatives shall be licensed as required by local, state, and/or federal regulations to perform the type of work for which they are employed on the project.
 - All employees of the Contractor, subcontractors, or other representatives shall be legally authorized to work in the United States.
 - The Contractor is responsible for all personnel involved in the work, including those of Contractor's direct employ, its sub-contractors and suppliers of materials and equipment and/or labor.
 - The Contractor shall enforce strict discipline and good order among employees.
 - Should the Authority deem anyone employed in the work incompetent or unfit for their duties, the Contractor shall remove such employee from the work and shall not re-employ them for work within the Authority on this project without prior written permission from the Authority. The Contractor shall select and employ the replacement personnel.
 - The Contractor, its employees, subcontractors, and/or other representatives shall wear identifying company uniform and employee badge while working on the Authority properties.
-

PROVIDENCE HOUSING AUTHORITY

- The Contractor must submit a sample of their ID badge if requested.
- All personnel shall be neat in appearance and shall conduct their work in a professional manner.
- The Contractor shall not park their vehicles on grassy areas of the properties without prior written authorization from the Authority.

Apprentices:

See attached HUD 5370 for additional detailed information regarding Apprentices.

- Apprentices will be permitted to work at less than the predetermined rate noted in Davis Bacon Wage Decision under specific circumstances:
 1. They are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the US Department of Labor (USDOL).
 2. The allowable ratio of apprentices to journeymen shall not be greater than the ratio permitted to the employer as to the entire work force under the approved program.
 3. If the State or USDOL withdraws approval of an apprenticeship program, the Contractor will no longer be permitted to utilize apprentices. All employees must then be paid the full Davis Bacon Wage Rate.

Site Safety & Precautions:

- All work performed pursuant to this Contract must conform and comply with all applicable local, state, and federal codes, statutes, laws, and regulations.
 - The Contractor shall supply the Authority with a detailed safety plan, as work will not be allowed to start without this information in place.
 - The Contractor shall follow all applicable OSHA safety requirements.
 - The Contractor shall supply all safety or warning signs, equipment, plastic covers, barricades, and any other specialty items that may be required.
 - The Contractor shall provide adequate protection for all persons and all Authority personnel within the working area.
 - The Contractor shall not, at any time, leave work in an unsafe condition or any conditions that might cause personal injury or property damage, but shall continue to work until work is in a safe space to stop.
 - The Contractor shall keep the working area sufficiently clear of equipment, material, and implements of service to prevent endangering persons and damage to the Authority property and to avoid an unsightly condition. Removal of such items shall be performed promptly upon completion of work.
 - At no time shall the Contractor allow anyone other than an employee of the Authority into the construction area.
 - The Contractor shall ensure that clear, safe, passage remains available for access of tenants in the building if applicable.
 - The Contractor shall secure the work site at the end of each day to reduce risk of trespass and to ensure safety.
 - The Contractor shall be responsible for removing and protecting any equipment that may interfere with construction operations. Immediately upon completion of construction activities in each area, the Contractor shall return the area to a pre-construction state satisfactory to the Authority.
-

PROVIDENCE HOUSING AUTHORITY

Damage to the Authority Property:

- The Contractor shall be responsible for repair of any damage to the Authority property and restoration of any area disturbed by Contractor's or subcontractor's work to the satisfaction of the Authority's Authorized Representative prior to final payment.
- Any repair and/or restoration of the damaged area shall be performed at no cost to the Authority.

Debris Removal:

- The Contractor shall be responsible for the physical removal and lawful disposal of all debris generated during construction of this project in accordance with all local, state, and federal requirements. These costs shall be factored into the pricing submitted by the Contractor.
- The Contractor shall not use the Authority facilities for disposal of debris and waste material, whether hazardous or non-hazardous. The trash receptacles on site are not to be used for disposal of construction debris.

Sub-Contracting:

- Unauthorized sub-contracting is prohibited. The successful proposer shall not assign any right, nor delegate any duty for the work proposed pursuant to this IFB (including, but not limited to, selling, or transferring the contract) without the prior written consent of the Authority.
- Any purported assignment of interest or delegation of duty without the prior written consent of the Authority shall be void and may result in the cancellation of the contract or may result in the full or partial forfeiture of funds paid to the successful proposer as a result of the proposed contract.

Delivery, Storage, and Handling:

- All materials shall be delivered to the jobsite in new, dry, unopened, and clearly marked containers with the product and manufacturer's name.
- All materials shall be delivered in sufficient quantity to allow for continuity of work.
- All plastic packing shrouds must be removed.
- All materials shall be covered with a secure canvas tarp from top to bottom.
- All materials shall be handled to avoid bending, tearing, or other damage during transportation and installation.
- Equipment shall be selected and operated so it will not damage existing construction or any new materials.
- All materials and equipment shall be handled in accordance with the manufacturer's guidelines.
- Any damage to materials or existing construction caused by the Contractor's failure to protect such, shall be repaired or replaced at no additional expense to the Authority.

Keys And Access:

- The Contractor shall ensure all Authority facilities & materials are secured at the close of each day.
 - The Contractor, if issued an electronic key card, shall maintain strict control of it for the duration of the project.
 - The Contractor shall immediately notify the Authority if the key card has been lost.
 - The Contractor shall return the key card to the Authority at the close of the project.
-

PROVIDENCE HOUSING AUTHORITY

BID PACKAGE REQUIREMENTS

The Providence Housing Authority is seeking qualified vendors for **MANTON HEIGHTS – EARLY EDUCATION LEARNING CENTER** located in Providence, RI.

The selected contractor shall provide all labor and materials needed to complete the project in a workmanlike manner. Work shall be done in strict accordance with terms and conditions in this Invitation for Bids (IFB); the Architectural Plans, Specifications and Project Manual, provided by **Arketekcher Architects**, are included in this IFB.

Please refer to **APPENDIX C: SCOPE OF WORK** for project details.

Since the Authority will not be aware of all who may submit bids, it is the responsibility of all bidders to inquire after any amendment(s) issued to this bid solicitation prior to their bid submittal. Bidders are responsible for reviewing in-depth the entire bid package, scope of work, plans and specifications, amendments (if any), and any other information contained in the Invitation for Bids. **All bids are considered final and must be submitted before the deadline.**

The bid package, as submitted, shall include the following documents (as listed below). The Authority will not be responsible for the receipt of bids not properly submitted.

1. Bid Form (Notarized Original)
2. Letter of Surety
3. Bid Bond
4. HUD Form 5369-A
5. Company Profile Form
6. Non-Collusive Affidavit (Notarized Original)
7. Vendor Disclosure Agreement
8. Certification for Contracts, Grants, Loan, and Cooperative Agreement (Notarized Original)
9. Contingent Fees Statement (Notarized Original)
10. Client References Form, Minimum of three (3) references of similar projects
11. List of all Subcontractors (All subcontractors subject to review and approval by the Authority)
12. Fair Employment Practice Statement (Notarized Original)
13. Certification of Davis Bacon Prevailing Wage Rates (Notarized Original)
14. Copy of RI Contractor's License

By completing, executing, and submitting a bid, the bidder is thereby agreeing to abide by all terms and conditions pertaining to this IFB as issued by the Authority, including the contract Terms and Conditions included in APPENDIX A. Accordingly, the Authority has no responsibility to conduct after the submittal deadline any negotiations pertaining to the contract clauses already published.

Additional Bidder Credentials:

- Contractor must be registered on Sam.gov (<https://sam.gov/content/home>).
 - Contractor must not be barred from doing business with HUD / receiving Federal Funds.
-

PROVIDENCE HOUSING AUTHORITY

Insurance:

1. The Contractor and any of its approved subcontractors and third parties will be required to maintain, at their own expense, the insurance specified below in full force and effect throughout the term of the Contract and for one (1) year following the conclusion of the Contract term, unless otherwise noted below, from an insurance carrier having an A.M. Best rating of "A-" or better.
2. Coverage limits may be satisfied through a combination of primary and Umbrella/Excess policies. Umbrella/Excess policies shall follow form of the underlying coverage.
3. The liability insurance required to be maintained:
 - Shall name the Providence Housing Authority, the Boston Celtics Shamrock Foundation, Inc., Amica Companies Foundation and its affiliates as Additional Insureds for ongoing and completed operations on a primary and non-contributory basis.
 - Shall provide a Waiver of Subrogation in favor of the Authority, the Boston Celtics Shamrock Foundation, Inc., Amica Companies Foundation and its affiliates; and
 - Shall not be canceled without providing the Authority, the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation with written notice of such cancellation at least ten (10) calendar days in advance of such cancellation.
4. Certificates of Insurance evidencing compliance with all required insurance provisions hereunder shall be furnished to the Authority, the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation prior to the execution of the Contract, upon request by the Authority, and annually at least ten (10) business days prior to the expiration of each required insurance policy.
5. Failure to maintain insurance as required during the term(s) of this Contract shall constitute a material breach thereof.
6. Contractor shall not do or permit to be done anything that will cancel, reduce the coverage of, or invalidate the insurance policies referred to herein.
7. If any insurance required under the Contract is otherwise cancelled, reduced, or invalidated, Contractor shall immediately notify the Authority, the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation.
8. The Contractor is responsible for the full cost of any loss.

<u>Coverage</u>	<u>Minimum Limits</u>
Workers' Compensation	Statutory limits for the State of Rhode Island
Employers' Liability	\$10,000,000 each accident bodily injury \$10,000,000 bodily injury by disease each employee
Commercial General Liability	\$10,000,000 per occurrence bodily injury and property damage \$10,000,000 per occurrence personal and advertising injury \$11,000,000 products-completed operations aggregate \$11,000,000 general annual aggregate Products-completed operations coverage shall be maintained for a period of ten years or the applicable statute of repose, whichever is greater, following the conclusion of the Term.

PROVIDENCE HOUSING AUTHORITY

Coverage	Minimum Limits
Commercial Automobile Liability	\$10,000,000 per occurrence (owned, non-owned, hired vehicles)
Builders Risk or Inland Marine Insurance	All-risk property insurance covering loss or damage to property or equipment used in connection with the provision of the services and/or deliverables under the Contract.
Pollution Liability	\$1,000,000 per occurrence \$1,000,000 aggregate If coverage is on a claims-made or discovered form, then coverage shall be maintained for a period of three years following the conclusion of the Term.
Professional Liability	\$5,000,000 each claim or occurrence \$5,000,000 aggregate If coverage is on a claims-made form, then coverage shall be maintained for a period of three years following the conclusion of the Term.

Licenses & Permits:

- The Contractor will ensure all required licensing requirements are met.
- The Contractor and Contractor's employees and agents shall secure and maintain in force such licenses and permits as are required by law and shall conform to all Federal, State, and local laws, ordinances, and regulations covering the work under the Contract.
- The Contractor shall provide to the Authority copies of these and any other required licenses.
- Failure to maintain licenses in current status during this Contract shall constitute a material breach.
- The Contractor is responsible for complying with all governmental licensing requirements and associated business regulations whether Local, State or Federal. It is the responsibility of the Contractor to determine the applicability of any rule, regulation or other training or certification requirement.
- **The Authority is exempt from the payment of any and all taxes and fees to the State of Rhode Island and City of Providence.**

Wage Requirements:

- Davis Bacon prevailing wages apply on all phases of the project.
- Wage determinations are effective by operation of law even where they have been mistakenly omitted from a contract.
 - The Authority has the authority to retroactively modify contracts to include missing or correct Davis Bacon Wage Decisions (DBWD) and contract clauses
 - The Contractor will have an opportunity to adjust their payroll fees, for AFFECTED wage classifications when the clauses and/or DBWD's are retroactively incorporated. Changes must be submitted to the Authority by the deadline provided by the Authority.
- The Contractor will be required to post the wage rates on site, visible to all employees of the project.

PROVIDENCE HOUSING AUTHORITY

- Compliance with Davis Bacon Wage Decision is required at time of Contract Execution and for full duration of project.
- Prime Contractor is responsible for ensuring all subcontractors comply with Davis Bacon Prevailing Wage decisions.
- Failure to abide by Davis Bacon Prevailing Wage requirements shall constitute a material breach of contract.
- All employees performing labor at the project jobsite(s) must be paid wages no lower than found in the most recent prevailing wages decision of the U.S. Department of Labor (DOL), **Davis-Bacon Act Wage Decision No. RI20250002, Modification 05, Dated 09.05.2025** or as amended ten (10) days prior to bid opening.

Change of Davis Bacon Wage Determination {October 2023}:

Davis Bacon Wage Determinations shall be updated after Contract signing under the below circumstances:

- The contract was changed to include **additional, substantial construction** not within the original scope of work.
- *The contract was changed to require the contractor to perform work for an **additional time period not originally obligated**, including when an option is exercised on a contract.*
- Long-term contracts requiring construction over a period of time, that are not tied to the completion of any particular project, long-term operations and maintenance contracts wage decisions shall be updated **annually**.

Certified Payroll Requirements:

- Certified payroll documents must be submitted weekly via certified email (i.e.: DocuSign) by a verifiable, authorized signatory for the Contractor. Scanned documents no longer comply.
 - Certified Payroll must be completed using the latest U.S. DOL Form WH-347.
 - General Contractor (i.e. Prime Contractor) shall be responsible for compliance by any subcontractors, agents or assigns to DBRA requirements.
 - The General Contractor shall confirm all proper wages and benefits are being paid correctly and in accordance with DBRA requirements.
 - General Contractor shall be liable for the non-compliance of its employees, subcontractors, agents, and assigns.
 - General Contractor shall be required to pay back wages on behalf of their subcontractors, agents, and assigns.
 - General Contractor may be subject to debarment in appropriate circumstances due to subcontractor's violations.
 - General Contractors and subcontractors shall maintain DBRA contracts, subcontracts, and related documents, as well as worker telephone numbers and email addresses.
 - The General Contractor and subcontractors shall maintain the required records for a minimum of three (3) years after all the work on the prime contract is completed.
 - Statements or notices containing a breakdown of the fringe benefit rate(s) without sufficient supporting documentation are not acceptable forms of verification.
 - Contractor's own administrative costs are **not** creditable as fringe benefits even when the Contract pays a third party to perform such tasks. However, costs incurred by third parties directly related to administration and delivery of bona fide fringe benefits to Contractor's laborers and mechanics are creditable. If uncertain, the Contractor shall contact the USDOL Wage Hour Division for review.
-

PROVIDENCE HOUSING AUTHORITY

- All contractors who indicate on payrolls that fringe benefits are paid in approved plans must provide **verification** in the form of statements to third parties, union report forms, etc., along with copies of checks to those plans.
- All contractors who have apprentices on the job will be required to provide U.S. DOL verification and any other verification required by applicable law and HUD regulations.
 - Any apprentices noted on payroll forms in excess of the allowable ratio permitted under the registered program shall be paid NOT less than the applicable Davis Bacon Wage Rate.
 - Every apprentice must be paid no less than the rate specified in the registered program for the apprentice's level of progress.
 - Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program.
 - If the program does NOT specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the Davis Bacon Wage Rate
 - All apprenticeship programs must follow the ratio and wage rate standards established for Rhode Island, regardless of where their company's main office is located.
- Failure to provide payroll reports and benefit statements on a weekly basis shall constitute a material breach of the Contract.
- Refer to the following website for a video demonstrating the process of filling out a certified payroll report <https://www.youtube.com/watch?v=7lyNLL7wgBY>.

Labor Violations:

- Contractors submitting a bid shall provide with the bid on the company letterhead a list of any work practice and/or labor violations received by OSHA, EPA, U.S. Dept. of Labor, and state departments of labor and/or Attorneys General within the last five years, for **all** States where the Contractor is registered.
- Contractors failing to disclose violations with the bid will have their bid rejected.
- The Authority reserves the right to reject any bid based on the severity and number of violations received.

Bid Guaranty:

- All bids must be accompanied by a **Bid Guaranty** in the form of a certified check, treasurer's or cashier's check drawn on a responsible bank or trust company or a **satisfactory bid bond**, executed by bidder and a surety holding a Certificate of Authority as Acceptable Surety on Federal Bonds and authorized to do business in the State Of Rhode Island. Bid Bonds/ Surety(s) must be **originals with notarized signatures**.
- Bid Guaranty is **ten (10%)** percent of the bid amount.
- Checks and bid bonds shall be made payable to **The Housing Authority of the City of Providence, Rhode Island**.
- The Bid Bond, unless otherwise agreed by the Authority, may become the property of the Authority as liquidated damages if, after a Notice of Award is made, the bidder shall fail to enter the required Contract within ten (10) days after the Notice of Award is mailed or delivered to the bidder.

Performance and Payment Bonds:

- An **original, notarized, fully executed**, letter of intent from a Surety, **found to be acceptable by the Authority**, to execute a Performance and Payment Bond is to accompany all bids submitted.
-

PROVIDENCE HOUSING AUTHORITY

- See HUD 5369 Section 10, Assurance of Completions for additional information.
- The said Surety must be on the latest United States Department of Treasury's Listing of Approved Sureties (Department Circular 570, as amended).
- The party to whom the Contract is awarded shall obtain the Performance & Payment Bond within ten (10) calendar days from the date of receipt of the Notice of Award and shall be accompanied by the signed Contract.
- The Contractor shall furnish Performance and Payment Bonds, each in the amount of one hundred percent (100%) of the contract price, with a corporate surety approved by the Authority.

Cost Incurred in Responding:

- All costs directly or indirectly related to preparation of a response to this Invitation for Bids, or any oral presentation required to supplement and/or clarify the submittal which may be required by the Authority shall be the sole responsibility of and shall be borne by the Offeror.
- By submitting their bid, each firm waives any claim for liability against the Authority as to loss, injury and costs or expenses, which may be incurred as a consequence of its response to this document.

Contract Compliance Statement:

- The Bidder shall state their compliance with all applicable laws, rules, and regulations of Federal, State and Local governing entities and that they are not excluded from Federal procurement programs. Bidders must state compliance with the terms of this Invitation for Bids (see attachments).
- The Bidder must demonstrate that the bid meets **all** applicable laws, rules, regulations, permitting, registration, and licensing requirements, whether Local, State or Federal. It is the responsibility of the Bidder to determine the applicability of any law, rule, regulation, or other requirement.

Equal Employment Opportunity:

- The Bidder shall affirm that it does not have or subscribe to any personnel policy which permits or allows for discrimination in the employment promotion, demotion, dismissal or laying off of any individual due to their race, creed, color, national origin, age, gender, gender identity, disability, or any other protected class, and that it has not been charged or found guilty of such discriminatory practices.

Disadvantaged Business Enterprise (DBE) Program Requirements:

Consistent with applicable Presidential Executive Orders and other laws that may be in effect, including Executive Orders 11625, 12138, and 12432, the Bidder shall make efforts to ensure that minority, women, and small business enterprises are utilized whenever possible. Efforts to achieve minority, women and small business participation shall include, but shall not be limited to:

- Placing qualified small and minority businesses and women's business enterprises on solicitation lists.
 - Ensuring that small and minority businesses and women's business enterprises are solicited whenever they are potential sources.
 - Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises.
 - Establishing delivery schedules, where the requirements of the contract permit, which encourage participation by small and minority businesses and women's business enterprises.
-

PROVIDENCE HOUSING AUTHORITY

- Using the services and assistance of the U.S. Small Business Administration, the Minority Business Development Agency of the U.S. Department of Commerce, and State and local governmental small business agencies.
- Firms submitting bids are encouraged to consider subcontracting portions of the engagement to small firms owned or controlled by socially and economically disadvantaged individuals. The proposed subcontracting firms must be clearly identified in the bid. Following the award of the contract, no additional subcontracting of services provided herein will be allowed without the express prior written consent of the Authority.

The Authority's Reservation of Rights:

The Providence Housing Authority reserves the right:

- To reject any or all bids, to waive informality in the IFB process, or to terminate the process at any time, if deemed to be in its best interest.
- Not to award a contract pursuant to this IFB.
- To terminate a contract award pursuant to this IFB, at any time at its convenience upon ten (10) days written notice to the successful bidder(s).
- To determine days, hours, and locations that the bidder(s) shall provide services called for in this IFB.
- To retain all bids submitted in response to this IFB, and no firm shall be allowed to withdraw said bid for a period of Ninety (90) days after the deadline for receiving bids without the written consent of the Authority's Contracting Officer (CO).
- To negotiate the fees proposed by the bidding entity.
- To reject and not consider any bid that does not meet the requirements of this IFB, including but not limited to incomplete bid and/or bids offering alternate or non-requested services.

Breach of Agreement:

- If the Contractor fails to fulfill any obligation under a contract in a timely and proper manner or if it shall violate any of the terms of a contract, the Authority shall have the right to immediately terminate such contract and withhold payments in excess of fair compensation for work completed. The term "breach of agreement" specifically includes, but is not limited to, failure to comply with any applicable Federal, State or Local laws or regulations.

Termination:

- The Authority shall have the right to terminate a contract at any time and reserves the right to terminate a contract for its convenience or in the event it shall abandon or indefinitely postpone the program. Such termination shall be accomplished by written notice delivered to the Contractor. Payment to the Contractor shall be made for work performed prior to receipt of the termination notice, together with the Contractor's reasonable, subject to Authority approval, cost for closing down its work, and the Contractor shall have no claim for loss of anticipated profits or any additional compensation.
- Despite the above, the Contractor shall not be relieved of liability to the Authority for damages sustained by virtue of any breach by the Contractor.
- Omissions of Wage Determinations and Contracts Clauses.

If The Authority terminates a contract due to missing contract clauses or wage determinations, the Authority shall withhold, cross-withhold, and/or otherwise identify and obligate sufficient

PROVIDENCE HOUSING AUTHORITY

funds through a termination settlement agreement drafted by the Authority to pay any necessary back wages. The Contractor shall sign said termination settlement agreement and shall comply with its terms.

Termination of Contract for Cause:

- If, through any cause, the Contractor shall fail to fulfill in timely and proper manner any obligation under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the Authority shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination. In such an event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract shall, at the option of the Authority, become its property and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.
- Despite the above, the Contractor shall not be relieved of liability to the Authority for damages sustained by the Authority by virtue of any breach of the Contract by the Contractor, and the Authority may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the Authority from the Contractor is determined.

Termination of Convenience by Authority:

- The Authority may terminate this Contract at any time by a notice in writing from the Authority to the Contractor. If the Contract is terminated by the Authority for Convenience, the Contractor will be paid an amount that bears the same ratio to the total compensation as the services actually performed bear to the total services covered by this Contract, less payments of compensation previously made: Provided, however, that if less than sixty per cent (60%) of the services covered by this Contract have been performed upon the effective date of such termination, the Contractor may be reimbursed for that portion of the actual out-of-pocket expenses (not otherwise reimbursed under this Contract) incurred by the Contractor during the Contract period that are directly attributable to the uncompleted portion of the services covered by this Contract. If this Contract is terminated due to the fault of the Contractor, Termination for Cause or Convenience will be determined by the Authority in its sole discretion.
 - Termination of this contract can be for other reasons, as noted in HUD 5370 {attached}.
-

PROVIDENCE HOUSING AUTHORITY

BID EVALUATION

All bids received by the date and time of receipt specified in this solicitation will be publicly opened and read aloud by the **Project Manager or an authorized employee of the PHA**. The time and place of opening will be as specified in this solicitation. Bidders and other interested people may be present.

- At the bid opening day the Authority will only disclose company name of each bidder; and calculated total bid amount.
- A copy of the bid tabulation or recap recorded will be made available to each member of the public attending such opening and to anyone who requests such afterwards.
- The bids will not be made available for inspection by anyone at this time. The Authority will, at a later time, review all bids in detail and will, in a timely manner (typically within 5 days), notify all bidders of any bidder that is, as a result of the more detailed inspection of bids submitted, ruled to be non-responsive or not-responsible.
- Bids will be available for inspection by the public after the award has been completed.
- Award of a contract will be to the lowest **responsible** and **responsive** bidder.
 - **The Authority believes vendors who attended the Pre-Bid Meeting are more likely to submit to the Authority more responsible / responsive Bids.**
 - **Bidders are strongly encouraged to attend Pre-Bid Meeting and Site Visit.**
- Bidders must meet the qualifications stated in the bid package and scope of work.
- Bidders will be required to demonstrate their ability to perform the work based on their **understanding of the project's requirements – including seeing first-hand existing conditions at the Pre-Bid Meeting**, prior work history, previous experience, satisfactory references, technical proficiency, and ability to provide **qualified manpower**.
- The Authority reserves the right to reject the low bid price, if, in the opinion of the Authority, that bidder is determined not to be the best-qualified bidder or to be deficient in experience, **understanding of the project's requirements**, technical proficiency or unable to provide qualified manpower to meet the specification.
- The Authority may waive any informalities in the bids and may reject any or all bids.
- All prices are considered firm.
- No bid may be withdrawn within 90 days after the date of the bid opening.
- The final determination of the winning bidder will be at the sole discretion of the Authority.
- Any and all persons having ownership interest in a bidder entity or familial (including in-laws) and/or employment relationships (past or current) with principals and/or employees of a bidder entity will be excluded from participation in the evaluation of the bid.
- Depending on the amount of the award, it is possible that the Authority may take such contract award to the Authority's Board of Commissioners (BOC) for approval of the award prior to executing a contract with the apparent successful bidder.
- **The Authority considers all amounts final. Change Orders will be scrutinized and will not be considered for existing conditions that are known or that Bidder should have known. This includes but is not limited to conditions present at the Pre-Bid Meeting.**

Responsive Evaluation:

After the public opening, the "hard copy" bid submittals received will be evaluated in private for responsiveness (i.e., meets the minimum of the requirements). Firms not meeting the minimum that are deemed to be non-responsive will be notified of such in writing by the Authority in a timely manner (in any case, in no less than 5 days after such determination is made).

**U.S. Department of Housing and
Urban Development**
Office of Public and Indian Housing

**Instructions to Bidders for Contracts
Public and Indian Housing Programs**

Instructions to Bidders for Contracts

Public and Indian Housing Programs

Table of Contents

Clause	Page
1. Bid Preparation and Submission	1
2. Explanations and Interpretations to Prospective Bidders	1
3. Amendments to Invitations for Bids	1
4. Responsibility of Prospective Contractor	1
5. Late Submissions, Modifications, and Withdrawal of Bids	1
6. Bid Opening	2
7. Service of Protest	2
8. Contract Award	2
9. Bid Guarantee	3
10. Assurance of Completion	3
11. Preconstruction Conference	3
12. Indian Preference Requirements	3

1. Bid Preparation and Submission

(a) Bidders are expected to examine the specifications, drawings, all instructions, and, if applicable, the construction site (see also the contract clause entitled **Site Investigation and Conditions Affecting the Work** of the *General Conditions of the Contract for Construction*). Failure to do so will be at the bidders' risk.

(b) All bids must be submitted on the forms provided by the Public Housing Agency/Indian Housing Authority (PHA/IHA). Bidders shall furnish all the information required by the solicitation. Bids must be signed and the bidder's name typed or printed on the bid sheet and each continuation sheet which requires the entry of information by the bidder. Erasures or other changes must be initialed by the person signing the bid. Bids signed by an agent shall be accompanied by evidence of that agent's authority. (Bidders should retain a copy of their bid for their records.)

(c) Bidders must submit as part of their bid a completed form HUD-5369-A, "Representations, Certifications, and Other Statements of Bidders."

(d) All bid documents shall be sealed in an envelope which shall be clearly marked with the words "Bid Documents," the Invitation for Bids (IFB) number, any project or other identifying number, the bidder's name, and the date and time for receipt of bids.

(e) If this solicitation requires bidding on all items, failure to do so will disqualify the bid. If bidding on all items is not required, bidders should insert the words "No Bid" in the space provided for any item on which no price is submitted.

(f) Unless expressly authorized elsewhere in this solicitation, alternate bids will not be considered.

(g) Unless expressly authorized elsewhere in this solicitation, bids submitted by telegraph or facsimile (fax) machines will not be considered.

(h) If the proposed contract is for a Mutual Help project (as described in 24 CFR Part 905, Subpart E) that involves Mutual Help contributions of work, material, or equipment, supplemental information regarding the bid advertisement is provided as an attachment to this solicitation.

2. Explanations and Interpretations to Prospective Bidders

(a) Any prospective bidder desiring an explanation or interpretation of the solicitation, specifications, drawings, etc., must request it at least 7 days before the scheduled time for bid opening. Requests may be oral or written. Oral requests must be confirmed in writing. The only oral clarifications that will be provided will be those clearly related to solicitation procedures, i.e., not substantive technical information. No other oral explanation or interpretation will be provided. Any information given a prospective bidder concerning this solicitation will be furnished promptly to all other prospective bidders as a written amendment to the solicitation, if that information is necessary in submitting bids, or if the lack of it would be prejudicial to other prospective bidders.

(b) Any information obtained by, or provided to, a bidder other than by formal amendment to the solicitation shall not constitute a change to the solicitation.

3. Amendments to Invitations for Bids

(a) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

(b) Bidders shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date on the bid form, or (3) by letter, telegram, or facsimile, if those methods are authorized in the solicitation. The PHA/IHA must receive acknowledgement by the time and at the place specified for receipt of bids. Bids which fail to acknowledge the bidder's receipt of any amendment will result in the rejection of the bid if the amendment(s) contained information which substantively changed the PHA's/IHA's requirements.

(c) Amendments will be on file in the offices of the PHA/IHA and the Architect at least 7 days before bid opening.

4. Responsibility of Prospective Contractor

(a) The PHA/IHA will award contracts only to responsible prospective contractors who have the ability to perform successfully under the terms and conditions of the proposed contract. In determining the responsibility of a bidder, the PHA/IHA will consider such matters as the bidder's:

- (1) Integrity;
- (2) Compliance with public policy;
- (3) Record of past performance; and
- (4) Financial and technical resources (including construction and technical equipment).

(b) Before a bid is considered for award, the bidder may be requested by the PHA/IHA to submit a statement or other documentation regarding any of the items in paragraph (a) above. Failure by the bidder to provide such additional information shall render the bidder nonresponsible and ineligible for award.

5. Late Submissions, Modifications, and Withdrawal of Bids

(a) Any bid received at the place designated in the solicitation after the exact time specified for receipt will not be considered unless it is received before award is made and it:

(1) Was sent by registered or certified mail not later than the fifth calendar day before the date specified for receipt of offers (e.g., an offer submitted in response to a solicitation requiring receipt of offers by the 20th of the month must have been mailed by the 15th);

(2) Was sent by mail, or if authorized by the solicitation, was sent by telegram or via facsimile, and it is determined by the PHA/IHA that the late receipt was due solely to mishandling by the PHA/IHA after receipt at the PHA/IHA; or

(3) Was sent by U.S. Postal Service Express Mail Next Day Service - Post Office to Addressee, not later than 5:00 p.m. at the place of mailing two working days prior to the date specified for receipt of proposals. The term "working days" excludes weekends and observed holidays.

(b) Any modification or withdrawal of a bid is subject to the same conditions as in paragraph (a) of this provision.

(c) The only acceptable evidence to establish the date of mailing of a late bid, modification, or withdrawal sent either by registered or certified mail is the U.S. or Canadian Postal Service postmark both on the envelope or wrapper and on the original receipt from the U.S. or Canadian Postal Service. Both postmarks must show a legible date or the bid, modification, or withdrawal shall be processed as if mailed late. "Postmark" means a printed, stamped, or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable without further action as having been supplied and affixed by employees of the U.S. or Canadian Postal Service on the date of mailing. Therefore, bidders should request the postal clerk to place a hand cancellation bull's-eye postmark on both the receipt and the envelope or wrapper.

(d) The only acceptable evidence to establish the time of receipt at the PHA/IHA is the time/date stamp of PHA/IHA on the proposal wrapper or other documentary evidence of receipt maintained by the PHA/IHA.

(e) The only acceptable evidence to establish the date of mailing of a late bid, modification, or withdrawal sent by Express Mail Next Day Service-Post Office to Addressee is the date entered by the post office receiving clerk on the "Express Mail Next Day Service-Post Office to Addressee" label and the postmark on both the envelope or wrapper and on the original receipt from the U.S. Postal Service. "Postmark" has the same meaning as defined in paragraph (c) of this provision, excluding postmarks of the Canadian Postal Service. Therefore, bidders should request the postal clerk to place a legible hand cancellation bull's eye postmark on both the receipt and Failure by a bidder to acknowledge receipt of the envelope or wrapper.

(f) Notwithstanding paragraph (a) of this provision, a late modification of an otherwise successful bid that makes its terms more favorable to the PHA/IHA will be considered at any time it is received and may be accepted.

(g) Bids may be withdrawn by written notice, or if authorized by this solicitation, by telegram (including mailgram) or facsimile machine transmission received at any time before the exact time set for opening of bids; provided that written confirmation of telegraphic or facsimile withdrawals over the signature of the bidder is mailed and postmarked prior to the specified bid opening time. A bid may be withdrawn in person by a bidder or its authorized representative if, before the exact time set for opening of bids, the identity of the person requesting withdrawal is established and the person signs a receipt for the bid.

6. Bid Opening

All bids received by the date and time of receipt specified in the solicitation will be publicly opened and read. The time and place of opening will be as specified in the solicitation. Bidders and other interested persons may be present.

7. Service of Protest

(a) Definitions. As used in this provision:

"Interested party" means an actual or prospective bidder whose direct economic interest would be affected by the award of the contract.

"Protest" means a written objection by an interested party to this solicitation or to a proposed or actual award of a contract pursuant to this solicitation.

(b) Protests shall be served on the Contracting Officer by obtaining written and dated acknowledgement from —

[Contracting Officer designate the official or location where a protest may be served on the Contracting Officer]

(c) All protests shall be resolved in accordance with the PHA's/IHA's protest policy and procedures, copies of which are maintained at the PHA/IHA.

8. Contract Award

(a) The PHA/IHA will evaluate bids in response to this solicitation without discussions and will award a contract to the responsible bidder whose bid, conforming to the solicitation, will be most advantageous to the PHA/IHA considering only price and any price-related factors specified in the solicitation.

(b) If the apparent low bid received in response to this solicitation exceeds the PHA's/IHA's available funding for the proposed contract work, the PHA/IHA may either accept separately priced items (see 8(e) below) or use the following procedure to determine contract award. The PHA/IHA shall apply in turn to each bid (proceeding in order from the apparent low bid to the high bid) each of the separately priced bid deductible items, if any, in their priority order set forth in this solicitation. If upon the application of the first deductible item to all initial bids, a new low bid is within the PHA's/IHA's available funding, then award shall be made to that bidder. If no bid is within the available funding amount, then the PHA/IHA shall apply the second deductible item. The PHA/IHA shall continue this process until an evaluated low bid, if any, is within the PHA's/IHA's available funding. If upon the application of all deductibles, no bid is within the PHA's/IHA's available funding, or if the solicitation does not request separately priced deductibles, the PHA/IHA shall follow its written policy and procedures in making any award under this solicitation.

(c) In the case of tie low bids, award shall be made in accordance with the PHA's/IHA's written policy and procedures.

(d) The PHA/IHA may reject any and all bids, accept other than the lowest bid (e.g., the apparent low bid is unreasonably low), and waive informalities or minor irregularities in bids received, in accordance with the PHA's/IHA's written policy and procedures.

(e) Unless precluded elsewhere in the solicitation, the PHA/IHA may accept any item or combination of items bid.

(f) The PHA/IHA may reject any bid as nonresponsive if it is materially unbalanced as to the prices for the various items of work to be performed. A bid is materially unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated for other work.

(g) A written award shall be furnished to the successful bidder within the period for acceptance specified in the bid and shall result in a binding contract without further action by either party.

9. Bid Guarantee (applicable to construction and equipment contracts exceeding \$25,000)

All bids must be accompanied by a negotiable bid guarantee which shall not be less than five percent (5%) of the amount of the bid. The bid guarantee may be a certified check, bank draft, U.S. Government Bonds at par value, or a bid bond secured by a surety company acceptable to the U.S. Government and authorized to do business in the state where the work is to be performed. In the case where the work under the contract will be performed on an Indian reservation area, the bid guarantee may also be an irrevocable Letter of Credit (see provision 10, Assurance of Completion, below). Certified checks and bank drafts must be made payable to the order of the PHA/IHA. The bid guarantee shall insure the execution of the contract and the furnishing of a method of assurance of completion by the successful bidder as required by the solicitation. Failure to submit a bid guarantee with the bid shall result in the rejection of the bid. Bid guarantees submitted by unsuccessful bidders will be returned as soon as practicable after bid opening.

10. Assurance of Completion

(a) Unless otherwise provided in State law, the successful bidder shall furnish an assurance of completion prior to the execution of any contract under this solicitation. This assurance may be [Contracting Officer check applicable items] —

[] (1) a performance and payment bond in a penal sum of 100 percent of the contract price; or, as may be required or permitted by State law;

[] (2) separate performance and payment bonds, each for 50 percent or more of the contract price;

[] (3) a 20 percent cash escrow;

[] (4) a 25 percent irrevocable letter of credit; or,

[] (5) an irrevocable letter of credit for 10 percent of the total contract price with a monitoring and disbursements agreement with the IHA (applicable only to contracts awarded by an IHA under the Indian Housing Program).

(b) Bonds must be obtained from guarantee or surety companies acceptable to the U.S. Government and authorized to do business in the state where the work is to be performed. Individual sureties will not be considered. U.S. Treasury Circular Number 570, published annually in the Federal Register, lists companies approved to act as sureties on bonds securing Government contracts, the maximum underwriting limits on each contract bonded, and the States in which the company is licensed to do business. Use of companies listed in this circular is mandatory. Copies of the circular may be downloaded on the U.S. Department of Treasury website <http://www.fms.treas.gov/c570/index.html>, or ordered for a minimum fee by contacting the Government Printing Office at (202) 512-2168.

(c) Each bond shall clearly state the rate of premium and the total amount of premium charged. The current power of attorney for the person who signs for the surety company must be attached to the bond. The effective date of the power of attorney shall not precede the date of the bond. The effective date of the bond shall be on or after the execution date of the contract.

(d) Failure by the successful bidder to obtain the required assurance of completion within the time specified, or within such extended period as the PHA/IHA may grant based upon reasons determined adequate by the PHA/IHA, shall render the bidder ineligible for award. The PHA/IHA may then either award the contract to the next lowest responsible bidder or solicit new bids. The PHA/IHA may retain the ineligible bidder's bid guarantee.

11. Preconstruction Conference (applicable to construction contracts)

After award of a contract under this solicitation and prior to the start of work, the successful bidder will be required to attend a preconstruction conference with representatives of the PHA/IHA and its architect/engineer, and other interested parties convened by the PHA/IHA. The conference will serve to acquaint the participants with the general plan of the construction operation and all other requirements of the contract (e.g., Equal Employment Opportunity, Labor Standards). The PHA/IHA will provide the successful bidder with the date, time, and place of the conference.

12. Indian Preference Requirements (applicable only if this solicitation is for a contract to be performed on a project for an Indian Housing Authority)

(a) HUD has determined that the contract awarded under this solicitation is subject to the requirements of section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e(b)). Section 7(b) requires that any contract or subcontract entered into for the benefit of Indians shall require that, to the greatest extent feasible

(1) Preferences and opportunities for training and employment (other than core crew positions; see paragraph (h) below) in connection with the administration of such contracts or subcontracts be given to qualified "Indians." The Act defines "Indians" to mean persons who are members of an Indian tribe and defines "Indian tribe" to mean any Indian tribe, band, nation, or other organized group or community, including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act, which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians; and,

(2) Preference in the award of contracts or subcontracts in connection with the administration of contracts be given to Indian organizations and to Indian-owned economic enterprises, as defined in section 3 of the Indian Financing Act of 1974 (25 U.S.C. 1452). That Act defines "economic enterprise" to mean any Indian-owned commercial, industrial, or business activity established or organized for the purpose of profit, except that the Indian ownership must constitute not less than 51 percent of the enterprise; "Indian organization" to mean the governing body of any Indian tribe or entity established or recognized by such governing body; "Indian" to mean any person who is a member of any tribe, band, group, pueblo, or community which is recognized by the Federal Government as eligible for services from the Bureau of Indian Affairs and any "Native" as defined in the Alaska Native Claims Settlement Act; and Indian "tribe" to mean any Indian tribe, band, group, pueblo, or community including Native villages and Native groups (including

corporations organized by Kenai, Juneau, Sitka, and Kodiak) as defined in the Alaska Native Claims Settlement Act, which is recognized by the Federal Government as eligible for services from the Bureau of Indian Affairs.

(b) (1) The successful Contractor under this solicitation shall comply with the requirements of this provision in awarding all subcontracts under the contract and in providing training and employment opportunities.

(2) A finding by the IHA that the contractor, either (i) awarded a subcontract without using the procedure required by the IHA, (ii) falsely represented that subcontracts would be awarded to Indian enterprises or organizations; or, (iii) failed to comply with the contractor's employment and training preference bid statement shall be grounds for termination of the contract or for the assessment of penalties or other remedies.

(c) If specified elsewhere in this solicitation, the IHA may restrict the solicitation to qualified Indian-owned enterprises and Indian organizations. If two or more (or a greater number as specified elsewhere in the solicitation) qualified Indian-owned enterprises or organizations submit responsive bids, award shall be made to the qualified enterprise or organization with the lowest responsive bid. If fewer than the minimum required number of qualified Indian-owned enterprises or organizations submit responsive bids, the IHA shall reject all bids and readvertise the solicitation in accordance with paragraph (d) below.

(d) If the IHA prefers not to restrict the solicitation as described in paragraph (c) above, or if after having restricted a solicitation an insufficient number of qualified Indian enterprises or organizations submit bids, the IHA may advertise for bids from non-Indian as well as Indian-owned enterprises and Indian organizations. Award shall be made to the qualified Indian enterprise or organization with the lowest responsive bid if that bid is -

(1) Within the maximum HUD-approved budget amount established for the specific project or activity for which bids are being solicited; and

(2) No more than the percentage specified in 24 CFR 905.175(c) higher than the total bid price of the lowest responsive bid from any qualified bidder. If no responsive bid by a qualified Indian-owned economic enterprise or organization is within the stated range of the total bid price of the lowest responsive bid from any qualified enterprise, award shall be made to the bidder with the lowest bid.

(e) Bidders seeking to qualify for preference in contracting or subcontracting shall submit proof of Indian ownership with their bids. Proof of Indian ownership shall include but not be limited to:

(1) Certification by a tribe or other evidence that the bidder is an Indian. The IHA shall accept the certification of a tribe that an individual is a member.

(2) Evidence such as stock ownership, structure, management, control, financing and salary or profit sharing arrangements of the enterprise.

(f) (1) All bidders must submit with their bids a statement describing how they will provide Indian preference in the award of subcontracts. The specific requirements of that statement and the factors to be used by the IHA in determining the statement's adequacy are included as an attachment to this solicitation. Any bid that fails to include the required statement shall be rejected as nonresponsive. The IHA may require that comparable statements be provided by subcontractors to the successful Contractor, and may require the Contractor to reject any bid or proposal by a subcontractor that fails to include the statement.

(2) Bidders and prospective subcontractors shall submit a certification (supported by credible evidence) to the IHA in any instance where the bidder or subcontractor believes it is infeasible to provide Indian preference in subcontracting. The acceptance or rejection by the IHA of the certification shall be final. Rejection shall disqualify the bid from further consideration.

(g) All bidders must submit with their bids a statement detailing their employment and training opportunities and their plans to provide preference to Indians in implementing the contract; and the number or percentage of Indians anticipated to be employed and trained. Comparable statements from all proposed subcontractors must be submitted. The criteria to be used by the IHA in determining the statement(s)'s adequacy are included as an attachment to this solicitation. Any bid that fails to include the required statement(s), or that includes a statement that does not meet minimum standards required by the IHA shall be rejected as nonresponsive.

(h) Core crew employees. A core crew employee is an individual who is a bona fide employee of the contractor at the time the bid is submitted; or an individual who was not employed by the bidder at the time the bid was submitted, but who is regularly employed by the bidder in a supervisory or other key skilled position when work is available. Bidders shall submit with their bids a list of all core crew employees.

(i) Preference in contracting, subcontracting, employment, and training shall apply not only on-site, on the reservation, or within the IHA's jurisdiction, but also to contracts with firms that operate outside these areas (e.g., employment in modular or manufactured housing construction facilities).

(j) Bidders should contact the IHA to determine if any additional local preference requirements are applicable to this solicitation.

(k) The IHA [] does [] does not [Contracting Officer check applicable box] maintain lists of Indian-owned economic enterprises and Indian organizations by specialty (e.g., plumbing, electrical, foundations), which are available to bidders to assist them in meeting their responsibility to provide preference in connection with the administration of contracts and subcontracts.

General Conditions for Construction Contracts - Public Housing Programs

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing
OMB Approval No. 2577-0157 (exp. 1/31/2027)

**Applicability. This form is applicable to any
construction/development contract greater than \$250,000.**

Public reporting burden for this collection of information is estimated to average 1.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to the Reports Management Officer, Office of Policy Development and Research, REE, Department of Housing and Urban Development, 451 7th St SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0157. This form includes those clauses required by OMB's common rule on grantee procurement, implemented at HUD in 2 CFR 200, and those requirements set forth in Section 3 of the Housing and Urban Development Act of 1968 and its amendment by the Housing and Community Development Act of 1992, implemented by HUD at 24 CFR Part 75. The form is required for construction contracts awarded by Public Housing Agencies (PHAs). The form is used by Housing Authorities in solicitations to provide necessary contract clauses. If the form were not used, PHAs would be unable to enforce their contracts. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. HUD may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB number.

Clause	Page	Clause	Page
1. Definitions	2	Administrative Requirements	
2. Contractor's Responsibility for Work	2	25. Contract Period	9
3. Architect's Duties, Responsibilities and Authority	2	26. Order of Precedence	9
4. Other Contracts	3	27. Payments	9
Construction Requirements		28. Contract Modifications	10
5. Preconstruction Conference and Notice to Proceed	3	29. Changes	10
6. Construction Progress Schedule	3	30. Suspension of Work	11
7. Site Investigation and Conditions Affecting the Work	3	31. Disputes	11
8. Differing Site Conditions	4	32. Default	11
9. Specifications and Drawings for Construction	4	33. Liquidated	12
10. As-Built Drawings	5	34. Termination of Convenience	12
11. Material and Workmanship	5	35. Assignment of Contract	12
12. Permits and Codes	5	36. Insurance	12
13. Health, Safety, and Accident Prevention	6	37. Subcontracts	13
14. Temporary Buildings and Transportation Materials	6	38. Subcontracting with Small and Minority Firms, Women's Business Enterprise, and Labor Surplus Area Firms	13
15. Availability and Use of Utility Services	6	39. Equal Employment Opportunity	13
16. Protection of Existing Vegetation, Structures, Equipment, Utilities, and Improvements	6	40. Employment, Training, and Contracting Opportunities for Low-Income Persons, Section 3 of the Housing and Urban Development Act of 1968	14
17. Temporary Buildings and Transportation Materials	7	41. Interest of Members of Congress	15
18. Clean Air and Water	7	42. Interest of Members, Officers, or Employees and Former Members, Officers, or Employees	15
19. Energy Efficiency	7	43. Limitations on Payments Made to Influence	15
20. Inspection and Acceptance of Construction	7	44. Royalties and Patents	15
21. Use and Possession Prior to	8	45. Examination and Retention of Contractor's Records	15
22. Warranty of Title	8	46. Labor Standards-Davis-Bacon and Related Acts	15
23. Warranty of	8	47. Non-Federal Prevailing Wage Rates	19
24. Prohibition Against Liens	9	48. Procurement of Recovered Materials	19

1. Definitions

- (a) "Architect" means the person or other entity engaged by the PHA to perform architectural, engineering, design, and other services related to the work as provided for in the contract. When a PHA uses an engineer to act in this capacity, the terms "architect" and "engineer" shall be synonymous. The Architect shall serve as a technical representative of the Contracting Officer. The Architect's authority is as set forth elsewhere in this contract.
- (b) "Contract" means the contract entered into between the PHA and the Contractor. It includes the forms of Bid, the Bid Bond, the Performance and Payment Bond or Bonds or other assurance of completion, the Certifications, Representations, and Other Statements of Bidders (form HUD-5370), these General Conditions of the Contract for Construction (form HUD-5370), the applicable wage rate determinations from the U.S. Department of Labor, any special conditions included elsewhere in the contract, the specifications, and drawings. It includes all formal changes to any of those documents by addendum, change order, or other modification.
- (c) "Contracting Officer" means the person delegated the authority by the PHA to enter into, administer, and/or terminate this contract and designated as such in writing to the Contractor. The term includes any successor Contracting Officer and any duly authorized representative of the Contracting Officer also designated in writing. The Contracting Officer shall be deemed the authorized agent of the PHA in all dealings with the Contractor.
- (d) "Contractor" means the person or other entity entering into the contract with the PHA to perform all of the work required under the contract.
- (e) "Drawings" means the drawings enumerated in the schedule of drawings contained in the Specifications and as described in the contract clause entitled Specifications and Drawings for Construction herein.
- (f) "HUD" means the United States of America acting through the Department of Housing and Urban Development including the Secretary, or any other person designated to act on its behalf. HUD has agreed, subject to the provisions of an Annual Contributions Terms and Conditions (ACC), to provide financial assistance to the PHA, which includes assistance in financing the work to be performed under this contract. As defined elsewhere in these General Conditions or the contract documents, the determination of HUD may be required to authorize changes in the work or for release of funds to the PHA for payment to the Contractor. Notwithstanding HUD's role, nothing in this contract shall be construed to create any contractual relationship between the Contractor and HUD.
- (g) "Project" means the entire project, whether construction or rehabilitation, the work for which is provided for in whole or in part under this contract.
- (h) "PHA" means the Public Housing Agency organized under applicable state laws which is a party to this contract.
- (j) "Specifications" means the written description of the technical requirements for construction and includes the criteria and tests for determining whether the requirements are met.
- (l) "Work" means materials, workmanship, and manufacture and fabrication of components.

2. Contractor's Responsibility for Work

- (a) The Contractor shall furnish all necessary labor, materials, tools, equipment, and transportation necessary for performance of the work. The Contractor shall also furnish all necessary water, heat, light, and power not made available to the Contractor by the PHA pursuant to the clause entitled Availability and Use of Utility Services herein.
- (b) The Contractor shall perform on the site, and with its own organization, work equivalent to at least [] (12 percent unless otherwise indicated) of the total amount of work to be performed under the order. This percentage may be reduced by a supplemental agreement to this order if, during performing the work, the Contractor requests a reduction and the Contracting Officer determines that the reduction would be to the advantage of the PHA.
- (c) At all times during performance of this contract and until the work is completed and accepted, the Contractor shall directly superintend the work or assign and have on the work site a competent superintendent who is satisfactory to the Contracting Officer and has authority to act for the Contractor.
- (d) The Contractor shall be responsible for all damages to persons or property that occur as a result of the Contractor's fault or negligence, and shall take proper safety and health precautions to protect the work, the workers, the public, and the property of others. The Contractor shall hold and save the PHA, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance. The Contractor shall also be responsible for all materials delivered and work performed until completion and acceptance of the entire work, except for any completed unit of work which may have been accepted under the contract.
- (e) The Contractor shall lay out the work from base lines and bench marks indicated on the drawings and be responsible for all lines, levels, and measurements of all work executed under the contract. The Contractor shall verify the figures before laying out the work and will be held responsible for any error resulting from its failure to do so.
- (f) The Contractor shall confine all operations (including storage of materials) on PHA premises to areas authorized or approved by the Contracting Officer.
- (g) The Contractor shall at all times keep the work area, including storage areas, free from accumulations of waste materials. After completing the work and before final inspection, the Contractor shall (1) remove from the premises all scaffolding, equipment, tools, and materials (including rejected materials) that are not the property of the PHA and all rubbish caused by its work; (2) leave the work area in a clean, neat, and orderly condition satisfactory to the Contracting Officer; (3) perform all specified tests; and, (4) deliver the installation in complete and operating condition.
- (h) The Contractor's responsibility will terminate when all work has been completed, the final inspection made, and the work accepted by the Contracting Officer. The Contractor will then be released from further obligation except as required by the warranties specified elsewhere in the contract.

3. Architect's Duties, Responsibilities, and Authority

- (a) The Architect for this contract, and any successor, shall be designated in writing by the Contracting Officer.

- (b) The Architect shall serve as the Contracting Officer's technical representative with respect to architectural, **Schedule** engineering, and design matters related to the work performed under the contract. The Architect may provide direction on contract performance. Such direction shall be within the scope of the contract and may not be of a nature which: (1) institutes additional work outside the scope of the contract; (2) constitutes a change as defined in the Changes clause herein; (3) causes an increase or decrease in the cost of the contract; (4) alters the Construction Progress Schedule; or (5) changes any of the other express terms or conditions of the contract.
- (c) The Architect's duties and responsibilities may include but shall not be limited to:
- (1) Making periodic visits to the work site, and on the basis of his/her on-site inspections, issuing written reports to the PHA which shall include all observed deficiencies. The Architect shall file a copy of the report with the Contractor's designated representative at the site;
 - (2) Making modifications in drawings and technical specifications and assisting the Contracting Officer in the preparation of change orders and other contract modifications for issuance by the Contracting Officer;
 - (3) Reviewing and making recommendations with respect to - (i) the Contractor's construction progress schedules; (ii) the Contractor's shop and detailed drawings; (iii) the machinery, mechanical and other equipment and materials or other articles proposed for use by the Contractor; and, (iv) the Contractor's price breakdown and progress payment estimates; and,
 - (4) Assisting in inspections, signing Certificates of Completion, and making recommendations with respect to acceptance of work completed under the contract.

4. Other Contracts

The PHA may undertake or award other contracts for additional work at or near the site of the work under this contract. The Contractor shall fully cooperate with the other contractors and with PHA employees and shall carefully adapt scheduling and performing the work under this contract to accommodate the additional work, heeding any direction that may be provided by the Contracting Officer. The Contractor shall not commit or permit any act that will interfere with the performance of work by any other contractor or by PHA employees

Construction Requirements

5. Pre-construction Conference and Notice to Proceed

of the work, and that it has investigated and satisfied itself

- (a) Within ten calendar days of contract execution, and prior to the commencement of work, the Contractor shall attend a preconstruction conference with representatives of the PHA, its Architect, and other interested parties convened by the PHA. The conference will serve to acquaint the participants with the general plan of the construction operation and all other requirements of the contract. The PHA will provide the Contractor with the date, time, and place of the conference.
- (b) The contractor shall begin work upon receipt of a written Notice to Proceed from the Contracting Officer or designee. The Contractor shall not begin work prior to receiving such notice.

6. Construction Progress

- (a) The Contractor shall, within five days after the work commences on the contract or another period of time determined by the Contracting Officer, prepare and submit to the Contracting Officer for approval three copies of a practicable schedule showing the order in which the Contractor proposes to perform the work, and the dates on which the Contractor contemplates starting and completing the several salient features of the work (including acquiring labor, materials, and equipment). The schedule shall be in the form of a progress chart of suitable scale to indicate appropriately the percentage of work scheduled for completion by any given date during the period. If the Contractor fails to submit a schedule within the time prescribed, the Contracting Officer may withhold approval of progress payments or take other remedies under the contract until the Contractor submits the required schedule.
- (b) The Contractor shall enter the actual progress on the chart as required by the Contracting Officer, and immediately deliver three copies of the annotated schedule to the Contracting Officer. If the Contracting Officer determines, upon the basis of inspection conducted pursuant to the clause entitled Inspection and Acceptance of Construction, herein that the Contractor is not meeting the approved schedule, the Contractor shall take steps necessary to improve its progress, including those that may be required by the Contracting Officer, without additional cost to the PHA. In this circumstance, the Contracting Officer may require the Contractor to increase the number of shifts, overtime operations, days of work, and/or the amount of construction plant, and to submit for approval any supplementary schedule or schedules in chart form as the Contracting Officer deems necessary to demonstrate how the approved rate of progress will be regained.
- (c) Failure of the Contractor to comply with the requirements of the Contracting Officer under this clause shall be grounds for a determination by the Contracting Officer that the Contractor is not prosecuting the work with sufficient diligence to ensure completion within the time specified in the Contract. Upon making this determination, the Contracting Officer may terminate the Contractor's right to proceed with the work, or any separable part of it, in accordance with the Default clause of this contract.

7. Site Investigation and Conditions Affecting the Work

- (a) The Contractor acknowledges that it has taken steps reasonably necessary to ascertain the nature and location as to the general and local conditions which can affect the work or its cost, including but not limited to, (1) conditions bearing upon transportation, disposal, handling, and storage of materials; (2) the availability of labor, water, electric power, and roads; (3) uncertainties of weather, river stages, tides, or similar physical conditions at the site; (4) the conformation and conditions of the ground; and (5) the character of equipment and facilities needed preliminary to and during work performance. The Contractor also acknowledges that it has satisfied itself as to the character, quality, and quantity of surface and subsurface materials or obstacles to be encountered insofar as this information is

reasonably ascertainable from an inspection of the site, including all exploratory work done by the PHA, as well as from the drawings and specifications made a part of this contract. Any failure of the Contractor to take the actions described and acknowledged in this paragraph will not relieve the Contractor from responsibility for estimating properly the difficulty and cost of successfully performing the work, or for proceeding to successfully perform the work without additional expense to the PHA.

- (b) The PHA assumes no responsibility for any conclusions or interpretations made by the Contractor based on the information made available by the PHA. Nor does the PHA assume responsibility for any understanding reached or representation made concerning conditions which can affect the work by any of its officers or agents before the execution of this contract, unless that understanding or representation is expressly stated in this contract.

8. Differing Site Conditions

(a) The Contractor shall promptly, and before the conditions are disturbed, give a written notice to the Contracting Officer of (1) subsurface or latent physical conditions at the site which differ materially from those indicated in this contract, or (2) unknown physical conditions at the site(s), of an unusual nature, which differ materially from those ordinarily encountered and generally recognized as inhering in work of the character provided for in the contract.

(b) The Contracting Officer shall investigate the site conditions promptly after receiving the notice. Work shall not proceed at the affected site, except at the

Contractor's risk, until the Contracting Officer has provided written instructions to the Contractor. If the conditions do materially so differ and cause an increase or decrease in the Contractor's cost of, or the time required for, performing any part of the work under this contract, whether or not changed as a result of the conditions, the Contractor shall file a claim in writing to the PHA within ten days after receipt of such instructions and, in any event, before proceeding with the work. An equitable adjustment in the contract price, the delivery schedule, or both shall be made under this clause and the contract modified in writing accordingly.

(c) No request by the Contractor for an equitable adjustment to the contract under this clause shall be allowed, unless the Contractor has given the written notice required; provided, that the time prescribed in (a) above for giving written notice may be extended by the Contracting Officer.

(d) No request by the Contractor for an equitable adjustment to the contract for differing site conditions shall be allowed if made after final payment under this contract.

9. Specifications and Drawings for Construction

(a) The Contractor shall keep on the work site a copy of the drawings and specifications and shall at all times give the Contracting Officer access thereto. Anything mentioned in the specifications and not shown on the drawings, or shown on the drawings and not mentioned in the specifications, shall be of like effect as if shown or mentioned in both. In case of difference between drawings and specifications, the specifications shall govern. In case of discrepancy in the figures, in the drawings, or in the specifications, the matter shall be

promptly submitted to the Contracting Officer, who shall

promptly make a determination in writing. Any adjustment by the Contractor without such a determination shall be at its own risk and expense. The Contracting Officer shall furnish from time to time such detailed drawings and other information as considered necessary, unless otherwise provided.

(b) Wherever in the specifications or upon the drawings the words "directed", "required", "ordered", "designated", "prescribed", or words of like import are used, it shall be understood that the "direction", "requirement", "order", "designation", or "prescription", of the Contracting Officer is intended and similarly the words "approved", "acceptable", "satisfactory", or words of like import shall mean "approved by", or "acceptable to", or "satisfactory to" the Contracting Officer, unless otherwise expressly stated.

(c) Where "as shown" "as indicated", "as detailed", or words of similar import are used, it shall be understood that the reference is made to the drawings accompanying this contract unless stated otherwise. The word "provided" as used herein shall be understood to mean "provide complete in place" that is "furnished and installed".

(d) "Shop drawings" means drawings, submitted to the PHA by the Contractor, subcontractor, or any lower tier subcontractor, showing in detail (1) the proposed fabrication and assembly of structural elements and (2) the installation (i.e., form, fit, and attachment details) of materials of equipment. It includes drawings, diagrams, layouts, schematics, descriptive literature, illustrations, schedules, performance and test data, and similar materials furnished by the Contractor to explain in detail specific portions of the work required by the contract. The PHA may duplicate, use, and disclose in any manner and for any purpose shop drawings delivered under this contract.

(e) If this contract requires shop drawings, the Contractor shall coordinate all such drawings, and review them for accuracy, completeness, and compliance with other contract requirements and shall indicate its approval thereon as evidence of such coordination and review. Shop drawings submitted to the Contracting Officer without evidence of the Contractor's approval may be returned for resubmission. The Contracting Officer will indicate an approval or disapproval of the shop drawings and if not approved as submitted shall indicate the PHA's reasons therefore. Any work done before such approval shall be at the Contractor's risk. Approval by the Contracting Officer shall not relieve the Contractor from responsibility for any errors or omissions in such drawings, nor from responsibility for complying with the requirements of this contract, except with respect to variations described and approved in accordance with (f) below.

(f) If shop drawings show variations from the contract requirements, the Contractor shall describe such variations in writing, separate from the drawings, at the time of submission. If the Architect approves any such variation and the Contracting Officer concurs, the Contracting Officer shall issue an appropriate modification to the contract, except that, if the variation is minor or does not involve a change in price or in time of performance, a modification need not be issued.

(g) It shall be the responsibility of the Contractor to make timely requests of the PHA for such large scale and full size drawings, color schemes, and other additional information, not already in his possession, which shall be

required in the planning and production of the work. Such requests may be submitted as the need arises, but each such request shall be filed in ample time to permit appropriate action to be taken by all parties involved so as to avoid delay.

- (h) The Contractor shall submit to the Contracting Officer for approval four copies (unless otherwise indicated) of all shop drawings as called for under the various headings of these specifications. Three sets (unless otherwise indicated) of all shop drawings, will be retained by the PHA and one set will be returned to the Contractor. As required by the Contracting Officer, the Contractor, upon completing the work under this contract, shall furnish a complete set of all shop drawings as finally approved. These drawings shall show all changes and revisions made up to the time the work is completed and accepted.
- (i) This clause shall be included in all subcontracts at any tier. It shall be the responsibility of the Contractor to ensure that all shop drawings prepared by subcontractors are submitted to the Contracting Officer.

10. As-Built Drawings

- (a) "As-built drawings," as used in this clause, means drawings submitted by the Contractor or subcontractor at any tier to show the construction of a particular structure or work as actually completed under the contract. "As-built drawings" shall be synonymous with "Record drawings."
- (b) As required by the Contracting Officer, the Contractor shall provide the Contracting Officer accurate information to be used in the preparation of permanent as-built drawings. For this purpose, the Contractor shall record on one set of contract drawings all changes from the installations originally indicated, and record final locations of underground lines by depth from finish grade and by accurate horizontal offset distances to permanent surface improvements such as buildings, curbs, or edges of walks.
- (c) This clause shall be included in all subcontracts at any tier. It shall be the responsibility of the Contractor to ensure that all as-built drawings prepared by subcontractors are submitted to the Contracting Officer.

11. Material and Workmanship

- (a) All equipment, material, and articles furnished under this contract shall be new and of the most suitable grade for the purpose intended, unless otherwise specifically provided in this contract. References in the contract to equipment, material, articles, or patented processes by trade name, make, or catalog number, shall be regarded as establishing a standard of quality and shall not be construed as limiting competition. The Contractor may, at its option, use any equipment, material, article, or process that, in the judgment of, and as approved by the Contracting Officer, is equal to that named in the specifications, unless otherwise specifically provided in this contract.
- (b) Approval of equipment and materials.
- (1) The Contractor shall obtain the Contracting Officer's approval of the machinery and mechanical and other equipment to be incorporated into the work. When requesting approval, the Contractor shall furnish to the Contracting Officer the name of the manufacturer, the model number, and other information concerning the performance, capacity, nature, and rating of the

machinery and mechanical and other equipment.

When required by this contract or by the Contracting Officer, the Contractor shall also obtain the

Contracting Officer's approval of the material or articles which the Contractor contemplates incorporating into the work. When requesting

approval, the Contractor shall provide full information concerning the material or articles. Machinery, equipment, material, and articles that do not have the required approval shall be installed or used at the risk of subsequent rejection.

- (2) When required by the specifications or the Contracting Officer, the Contractor shall submit appropriately marked samples (and certificates related to them) for approval at the Contractor's expense, with all shipping charges prepaid. The Contractor shall label, or otherwise properly mark on the container, the material or product represented, its place of origin, the name of the producer, the Contractor's name, and the identification of the construction project for which the material or product is intended to be used.
- (3) Certificates shall be submitted in triplicate, describing each sample submitted for approval and certifying that the material, equipment or accessory complies with contract requirements. The certificates shall include the name and brand of the product, name of manufacturer, and the location where produced.
- (4) Approval of a sample shall not constitute a waiver of the PHA right to demand full compliance with contract requirements. Materials, equipment and accessories may be rejected for cause even though samples have been approved.
- (5) Wherever materials are required to comply with recognized standards or specifications, such specifications shall be accepted as establishing the technical qualities and testing methods, but shall not govern the number of tests required to be made nor modify other contract requirements. The Contracting Officer may require laboratory test reports on items submitted for approval or may approve materials on the basis of data submitted in certificates with samples. Check tests will be made on materials delivered for use only as frequently as the Contracting Officer determines necessary to insure compliance of materials with the specifications. The Contractor will assume all costs of retesting materials which fail to meet contract requirements and/or testing materials offered in substitution for those found deficient.
- (6) After approval, samples will be kept in the Project office until completion of work. They may be built into the work after a substantial quantity of the materials they represent has been built in and accepted.
- (c) Requirements concerning lead-based paint. The Contractor shall comply with the requirements concerning lead-based paint contained in the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846) as implemented by 24 CFR Part 35.

12. Permits and Codes

- (a) The Contractor shall give all notices and comply with all applicable laws, ordinances, codes, rules and regulations. Notwithstanding the requirement of the Contractor to comply with the drawings and specifications in the contract, all work installed shall comply with all applicable codes and regulations as amended by any

waivers. Before installing the work, the Contractor shall examine the drawings and the specifications for compliance with applicable codes and regulations bearing on the work and shall immediately report any discrepancy it may discover to the Contracting Officer.

Where the requirements of the drawings and specifications fail to comply with the applicable code or regulation, the Contracting Officer shall modify the contract by change order pursuant to the clause entitled Changes herein to conform to the code or regulation.

- (b) The Contractor shall secure and pay for all permits, fees, and licenses necessary for the proper execution and completion of the work. Where the PHA can arrange for the issuance of all or part of these permits, fees and licenses, without cost to the Contractor, the contract amount shall be reduced accordingly.

13. Health, Safety, and Accident Prevention

(a) In performing this contract, the Contractor shall:

- (1) Ensure that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his/her health and/or safety as determined under construction safety and health standards promulgated by the Secretary of Labor by regulation;
- (2) Protect the lives, health, and safety of other persons;
- (3) Prevent damage to property, materials, supplies, and equipment; and,
- (4) Avoid work interruptions.

(b) For these purposes, the Contractor shall:

- (1) Comply with regulations and standards issued by the Secretary of Labor at 29 CFR Part 1926. Failure to comply may result in imposition of sanctions pursuant to the Contract Work Hours and Safety Standards Act (Public Law 91-54, 83 Stat. 96), 40 U.S.C. 3701 et seq.; and
 - (2) Include the terms of this clause in every subcontract so that such terms will be binding on each subcontractor.
- (c) The Contractor shall maintain an accurate record of exposure data on all accidents incident to work performed under this contract resulting in death, traumatic injury, occupational disease, or damage to property, materials, supplies, or equipment, and shall report this data in the manner prescribed by 29 CFR Part 1904.
- (d) The Contracting Officer shall notify the Contractor of any noncompliance with these requirements and of the corrective action required. This notice, when delivered to the Contractor or the Contractor's representative at the site of the work, shall be deemed sufficient notice of the noncompliance and corrective action required. After receiving the notice, the Contractor shall immediately take corrective action. If the Contractor fails or refuses to take corrective action promptly, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. The Contractor shall not base any claim or request for equitable adjustment for additional time or money on any stop order issued under these circumstances.
- (e) The Contractor shall be responsible for its subcontractors' compliance with the provisions of this clause. The Contractor shall take such action with respect to any subcontract as the PHA, the Secretary of Housing and Urban Development, or the Secretary of Labor shall direct as a means of enforcing such provisions.

14. Temporary Heating

The Contractor shall provide and pay for temporary heating, covering, and enclosures necessary to properly protect all work and materials against damage by dampness and cold, to dry out the work, and to facilitate the completion of the work. Any permanent heating equipment used shall be turned over to the PHA in the condition and at the time required by the specifications.

15. Availability and Use of Utility Services

- (a) The PHA shall make all reasonably required amounts of utilities available to the Contractor from existing outlets and supplies, as specified in the contract. Unless otherwise provided in the contract, the amount of each utility service consumed shall be charged to or paid for by the Contractor at prevailing rates charged to the PHA or, where the utility is produced by the PHA, at reasonable rates determined by the Contracting Officer. The Contractor shall carefully conserve any utilities furnished without charge.
- (b) The Contractor, at its expense and in a manner satisfactory to the Contracting Officer, shall install and maintain all necessary temporary connections and distribution lines, and all meters required to measure the amount of each utility used for the purpose of determining charges. Before final acceptance of the work by the PHA, the Contractor shall remove all the temporary connections, distribution lines, meters, and associated paraphernalia.

16. Protection of Existing Vegetation, Structures, Equipment, Utilities, and Improvements

- (a) The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which are not to be removed under this contract, and which do not unreasonably interfere with the work required under this contract.
- (b) The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during performance of this contract, or by the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the Contracting Officer.
- (c) The Contractor shall protect from damage all existing improvements and utilities (1) at or near the work site and (2) on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. Prior to disturbing the ground at the construction site, the Contractor shall ensure that all underground utility lines are clearly marked.
- (d) The Contractor shall shore up, brace, underpin, secure, and protect as necessary all foundations and other parts of existing structures adjacent to, adjoining, and in the vicinity of the site, which may be affected by the excavations or other operations connected with the construction of the project.
- (e) Any equipment temporarily removed as a result of work under this contract shall be protected, cleaned, and replaced in the same condition as at the time of award of this contract.

- (f) New work which connects to existing work shall correspond in all respects with that to which it connects and/or be similar to existing work unless otherwise required by the specifications.
- (g) No structural members shall be altered or in any way weakened without the written authorization of the Contracting Officer, unless such work is clearly specified in the plans or specifications.
- (h) If the removal of the existing work exposes discolored or unfinished surfaces, or work out of alignment, such surfaces shall be refinished, or the material replaced as necessary to make the continuous work uniform and harmonious. This, however, shall not be construed to require the refinishing or reconstruction of dissimilar finishes previously exposed, or finished surfaces in good condition, but in different planes or on different levels **Construction** when brought together by the removal of intervening work, unless such refinishing or reconstruction is specified in the plans or specifications.
- (i) The Contractor shall give all required notices to any adjoining or adjacent property owner or other party before the commencement of any work.
- (j) The Contractor shall indemnify and save harmless the PHA from any damages on account of settlement or the loss of lateral support of adjoining property, any damages from changes in topography affecting drainage, and from all loss or expense and all damages for which the PHA may become liable in consequence of such injury or damage to adjoining and adjacent structures and their premises.
- (k) The Contractor shall repair any damage to vegetation, structures, equipment, utilities, or improvements, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor.

17. Temporary Buildings and Transportation of Materials

- (a) Temporary buildings (e.g., storage sheds, shops, offices, sanitary facilities) and utilities may be erected by the Contractor only with the approval of the Contracting Officer and shall be built with labor and materials furnished by the Contractor without expense to the PHA. The temporary buildings and utilities shall remain the property of the Contractor and shall be removed by the Contractor at its expense upon completion of the work. With the written consent of the Contracting Officer, the buildings and utilities may be abandoned and need not be removed.
- (b) The Contractor shall, as directed by the Contracting Officer, use only established roadways, or use temporary roadways constructed by the Contractor when and as authorized by the Contracting Officer. When materials are transported in prosecuting the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any federal, state, or local law or regulation. When it is necessary to cross curbs or sidewalks, the Contractor shall protect them from damage. The Contractor shall repair or pay for the repair of any damaged curbs, sidewalks, or roads.

18. Clean Air and Water

The contractor shall comply with the Clean Air Act, as amended, 42 USC 7401 et seq., the Federal Water Pollution Control Water Act, as amended, 33 U.S.C. 1251 et seq., and standards issued pursuant thereto in the facilities in which this contract is to be performed.

19. Energy Efficiency

The Contractor shall comply with mandatory standards and policies relating to energy efficiency which are contained in the energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub.L. 94-163) for the State in which the work under the contract is performed.

20. Inspection and Acceptance of

- (a) Definitions. As used in this clause -
 - (1) "Acceptance" means the act of an authorized representative of the PHA by which the PHA approves and assumes ownership of the work performed under this contract. Acceptance may be partial or complete.
 - (2) "Inspection" means examining and testing the work performed under the contract (including, when appropriate, raw materials, equipment, components, and intermediate assemblies) to determine whether it conforms to contract requirements.
 - (3) "Testing" means that element of inspection that determines the properties or elements, including functional operation of materials, equipment, or their components, by the application of established scientific principles and procedures.
- (b) The Contractor shall maintain an adequate inspection system and perform such inspections as will ensure that the work performed under the contract conforms to contract requirements. All work is subject to PHA inspection and test at all places and at all reasonable times before acceptance to ensure strict compliance with the terms of the contract.
- (c) PHA inspections and tests are for the sole benefit of the PHA and do not: (1) relieve the Contractor of responsibility for providing adequate quality control measures; (2) relieve the Contractor of responsibility for loss or damage of the material before acceptance; (3) constitute or imply acceptance; or, (4) affect the continuing rights of the PHA after acceptance of the completed work under paragraph (j) below.
- (d) The presence or absence of the PHA inspector does not relieve the Contractor from any contract requirement, nor is the inspector authorized to change any term or condition of the specifications without the Contracting Officer's written authorization. All instructions and approvals with respect to the work shall be given to the Contractor by the Contracting Officer.
- (e) The Contractor shall promptly furnish, without additional charge, all facilities, labor, and material reasonably needed for performing such safe and convenient inspections and tests as may be required by the Contracting Officer. The PHA may charge to the Contractor any additional cost of inspection or test when work is not ready at the time specified by the Contractor for inspection or test, or when prior rejection makes reinspection or retest necessary. The PHA shall perform all inspections and tests in a manner that will not unnecessarily delay the work. Special, full size, and performance tests shall be performed as described in the contract.

- (f) The PHA may conduct routine inspections of the construction site on a daily basis.
- (g) The Contractor shall, without charge, replace or correct work found by the PHA not to conform to contract requirements, unless the PHA decides that it is in its interest to accept the work with an appropriate adjustment in contract price. The Contractor shall promptly segregate and remove rejected material from the premises.
- (h) If the Contractor does not promptly replace or correct rejected work, the PHA may (1) by contract or otherwise, replace or correct the work and charge the cost to the Contractor, or (2) terminate for default the Contractor's right to proceed.
- (i) If any work requiring inspection is covered up without approval of the PHA, it must, if requested by the Contracting Officer, be uncovered at the expense of the Contractor. If at any time before final acceptance of the entire work, the **Construction PHA** considers it necessary or advisable, to examine work already completed by removing or tearing it out, the Contractor, shall on request, promptly furnish all necessary facilities, labor, and material. If such work is found to be defective or nonconforming in any material respect due to the fault of the Contractor or its subcontractors, the Contractor shall defray all the expenses of the examination and of satisfactory reconstruction. If, however, such work is found to meet the requirements of the contract, the Contracting Officer shall make an equitable adjustment to cover the cost of the examination and reconstruction, including, if completion of the work was thereby delayed, an extension of time.
- (j) The Contractor shall notify the Contracting Officer, in writing, as to the date when in its opinion all or a designated portion of the work will be substantially completed and ready for inspection. If the Architect determines that the state of preparedness is as represented, the PHA will promptly arrange for the inspection. Unless otherwise specified in the contract, the PHA shall accept, as soon as practicable after completion and inspection, all work required by the contract or that portion of the work the Contracting Officer determines and designates can be accepted separately. Acceptance shall be final and conclusive except for latent defects, fraud, gross mistakes amounting to fraud, or the PHA's right under any warranty or guarantee.

21. Use and Possession Prior to Completion

- (a) The PHA shall have the right to take possession of or use any completed or partially completed part of the work. Before taking possession of or using any work, the Contracting Officer shall furnish the Contractor a list of items of work remaining to be performed or corrected on those portions of the work that the PHA intends to take possession of or use. However, failure of the Contracting Officer to list any item of work shall not relieve the Contractor of responsibility for complying with the terms of the contract. The PHA's possession or use shall not be deemed an acceptance of any work under the contract.
- (b) While the PHA has such possession or use, the Contractor shall be relieved of the responsibility for (1) the loss of or damage to the work resulting from the PHA's possession or use, notwithstanding the terms of the clause entitled Permits and Codes herein; (2) all maintenance costs on the areas occupied; and, (3) furnishing heat, light, power, and water used in the areas

occupied without proper remuneration therefore. If prior possession or use by the PHA delays the progress of the work or causes additional expense to the Contractor, an equitable adjustment shall be made in the contract price or the time of completion, and the contract shall be modified in writing accordingly.

22. Warranty of Title

The Contractor warrants good title to all materials, supplies, and equipment incorporated in the work and agrees to deliver the premises together with all improvements thereon free from any claims, liens or charges, and agrees further that neither it nor any other person, firm or corporation shall have any right to a lien upon the premises or anything appurtenant thereto.

23. Warranty of

- (a) In addition to any other warranties in this contract, the Contractor warrants, except as provided in paragraph (j) of this clause, that work performed under this contract conforms to the contract requirements and is free of any defect in equipment, material, or workmanship performed by the Contractor or any subcontractor or supplier at any tier. This warranty shall continue for a period of _____ (one year unless otherwise indicated) from the date of final acceptance of the work. If the PHA takes possession of any part of the work before final acceptance, this warranty shall continue for a period of (one year unless otherwise indicated) from the date that the PHA takes possession.
- (b) The Contractor shall remedy, at the Contractor's expense, any failure to conform, or any defect. In addition, the Contractor shall remedy, at the Contractor's expense, any damage to PHA-owned or controlled real or personal property when the damage is the result of—
 - (1) The Contractor's failure to conform to contract requirements; or
 - (2) Any defects of equipment, material, workmanship or design furnished by the Contractor.
- (c) The Contractor shall restore any work damaged in fulfilling the terms and conditions of this clause. The Contractor's warranty with respect to work repaired or replaced will run for (one year unless otherwise indicated) from the date of repair or replacement.
- (d) The Contracting Officer shall notify the Contractor, in writing, within a reasonable time after the discovery of any failure, defect or damage.
- (e) If the Contractor fails to remedy any failure, defect, or damage within a reasonable time after receipt of notice, the PHA shall have the right to replace, repair or otherwise remedy the failure, defect, or damage at the Contractor's expense.
- (f) With respect to all warranties, express or implied, from subcontractors, manufacturers, or suppliers for work performed and materials furnished under this contract, the Contractor shall:
 - (1) Obtain all warranties that would be given in normal commercial practice;
 - (2) Require all warranties to be executed in writing, for the benefit of the PHA; and,
 - (3) Enforce all warranties for the benefit of the PHA.
- (g) In the event the Contractor's warranty under paragraph (a) of this clause has expired, the PHA may bring suit at its own expense to enforce a subcontractor's, manufacturer's or supplier's warranty.

- (h) Unless a defect is caused by the negligence of the Contractor or subcontractor or supplier at any tier, the Contractor shall not be liable for the repair of any defect of material or design furnished by the PHA nor for the repair of any damage that results from any defect in PHA furnished material or design.
- (i) Notwithstanding any provisions herein to the contrary, the establishment of the time periods in paragraphs (a) and (c) above relate only to the specific obligation of the Contractor to correct the work, and have no relationship to the time within which its obligation to comply with the contract may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to its obligation other than specifically to correct the work.
- (j) This warranty shall not limit the PHA's rights under the Inspection and Acceptance of Construction clause of this contract with respect to latent defects, gross mistakes or fraud.

24. Prohibition Against Liens

The Contractor is prohibited from placing a lien on the PHA's property. This prohibition shall apply to all subcontractors at any tier and all materials suppliers.

Administrative Requirements

25. Contract Period

this contract within _____ calendar days of the effective date of the contract, or within the time schedule established in the notice to proceed issued by the Contracting Officer.

26. Order of Provisions

accordance with the terms and conditions of the

In the event of a conflict between these General Conditions and the Specifications, the General Conditions shall prevail. In the event of a conflict between the contract and any applicable state or local law or regulation, the state or local law or regulation shall prevail; provided that such state or local law or regulation does not conflict with, or is less restrictive than applicable federal law, regulation, or Executive Order. In the event of such a conflict, applicable federal law, regulation, and Executive Order shall prevail.

27. Payments

retain ten (10) percent of the amount of progress

- (a) The PHA shall pay the Contractor the price as provided in this contract.
- (b) The PHA shall make progress payments approximately every 30 days as the work proceeds, on estimates of work accomplished which meets the standards of quality established under the contract, as approved by the Contracting Officer. The PHA may, subject to written determination and approval of the Contracting Officer, make more frequent payments to contractors which are qualified small businesses.
- (c) Before the first progress payment under this contract, the Contractor shall furnish, in such detail as requested by the Contracting Officer, a breakdown of the total contract price showing the amount included therein for each principal category of the work, which shall substantiate the payment amount requested in order to provide a

basis for determining progress payments. The breakdown shall be approved by the Contracting Officer and must be acceptable to HUD. If the contract covers more than one project, the Contractor shall furnish a separate breakdown for each. The values and quantities employed in making up this breakdown are for determining the amount of progress payments and shall not be construed as a basis for additions to or deductions from the contract price. The Contractor shall prorate its overhead and profit over the construction period of the contract.

- (d) The Contractor shall submit, on forms provided by the PHA, periodic estimates showing the value of the work performed during each period based upon the approved

submitted not later than _____ days in advance of the date set for payment and are subject to correction and revision as required. The estimates must be approved by the Contracting Officer with the concurrence of the Architect prior to payment. If the contract covers more than one project, the Contractor shall furnish a separate progress payment estimate for each.

- (e) Along with each request for progress payments and the required estimates, the Contractor shall furnish the following certification, or payment shall not be made: I hereby certify, to the best of my knowledge and belief, that:

- (1) The amounts requested are only for performance in accordance with the specifications, terms, and conditions of the contract;
- (2) Payments to subcontractors and suppliers have been made from previous payments received under the contract, and timely payments will be made from the proceeds of the payment covered by this certification, in accordance with subcontract agreements; and,
- (3) This request for progress payments does not include any amounts which the prime contractor intends to withhold or retain from a subcontractor or supplier in subcontract.

Name:

Title:

Date:

- (f) Except as otherwise provided in State law, the PHA shall

payments until completion and acceptance of all work under the contract; except, that if upon completion of 50 percent of the work, the Contracting Officer, after consulting with the Architect, determines that the Contractor's performance and progress are satisfactory, the PHA may make the remaining payments in full for the work subsequently completed. If the Contracting Officer subsequently determines that the Contractor's performance and progress are unsatisfactory, the PHA shall reinstate the ten (10) percent (or other percentage as provided in State law) retainage until such time as the Contracting Officer determines that performance and progress are satisfactory.

- (g) The Contracting Officer may authorize material delivered on the site and preparatory work done to be taken into consideration when computing progress payments.

Material delivered to the Contractor at locations other than the site may also be taken into consideration if the Contractor furnishes satisfactory evidence that (1) it has acquired title to such material; (2) the material is properly stored in a bonded warehouse, storage yard, or similar suitable place as may be approved by the Contracting Officer; (3) the material is insured to cover its full value; and (4) the material will be used to perform this contract. Before any progress payment which includes delivered material is made, the Contractor shall furnish such documentation as the Contracting Officer may require to assure the protection of the PHA's interest in such materials. The Contractor shall remain responsible for such stored material notwithstanding the transfer of title to the PHA.

- (h) All material and work covered by progress payments made shall, at the time of payment become the sole property of the PHA, but this shall not be construed as (1) relieving the Contractor from the sole responsibility for all material and work upon which payments have been made or the restoration of any damaged work; or, (2) waiving the right of the PHA to require the fulfillment of all of the terms of the contract. In the event the work of the Contractor has been damaged by other contractors or persons other than employees of the PHA in the course of their employment, the Contractor shall restore such damaged work without cost to the PHA and to seek redress for its damage only from those who directly caused it.
- (i) The PHA shall make the final payment due the Contractor under this contract after (1) completion and final acceptance of all work; and (2) presentation of release of all claims against the PHA arising by virtue of this contract, other than claims, in stated amounts, that the Contractor has specifically excepted from the operation of the release. Each such exception shall embrace no more than one claim, the basis and scope of which shall be clearly defined. The amounts for such excepted claims shall not be included in the request for final payment. A release may also be required of the assignee if the Contractor's claim to amounts payable under this contract has been assigned.
- (j) Prior to making any payment, the Contracting Officer may require the Contractor to furnish receipts or other evidence of payment from all persons performing work and supplying material to the Contractor, if the Contracting Officer determines such evidence is necessary to substantiate claimed costs.
- (k) The PHA shall not; (1) determine or adjust any claims for payment or disputes arising there under between the Contractor and its subcontractors or material suppliers; or, (2) withhold any moneys for the protection of the subcontractors or material suppliers. The failure or refusal of the PHA to withhold moneys from the Contractor shall in nowise impair the obligations of any surety or sureties under any bonds furnished under this contract.

28. Contract Modifications

- (a) Only the Contracting Officer has authority to modify any term or condition of this contract. Any contract modification shall be authorized in writing.
- (b) The Contracting Officer may modify the contract unilaterally (1) pursuant to a specific authorization stated in a contract clause (e.g., Changes); or (2) for administrative matters which do not change the rights or

responsibilities of the parties (e.g., change in the PHA address). All other contract modifications shall be in the form of supplemental agreements signed by the Contractor and the Contracting Officer.

- (c) When a proposed modification requires the approval of HUD prior to its issuance (e.g., a change order that exceeds the PHA's approved threshold), such modification shall not be effective until the required approval is received by the PHA.

29. Changes

- (a) The Contracting Officer may, at any time, without notice to the sureties, by written order designated or indicated to be a change order, make changes in the work within the general scope of the contract including changes:
 - (1) In the specifications (including drawings and designs);
 - (2) In the method or manner of performance of the work;
 - (3) PHA-furnished facilities, equipment, materials, services, or site; or,
 - (4) Directing the acceleration in the performance of the work.
- (b) Any other written order or oral order (which, as used in this paragraph (b), includes direction, instruction, interpretation, or determination) from the Contracting Officer that causes a change shall be treated as a change order under this clause; provided, that the Contractor gives the Contracting Officer written notice stating (1) the date, circumstances and source of the order and (2) that the Contractor regards the order as a change order.
- (c) Except as provided in this clause, no order, statement or conduct of the Contracting Officer shall be treated as a change under this clause or entitle the Contractor to an equitable adjustment.
- (d) If any change under this clause causes an increase or decrease in the Contractor's cost of, or the time required for the performance of any part of the work under this contract, whether or not changed by any such order, the Contracting Officer shall make an equitable adjustment and modify the contract in writing. However, except for a adjustment based on defective specifications, no proposal for any change under paragraph (b) above shall be allowed for any costs incurred more than 20 days (5 days for oral orders) before the Contractor gives written notice as required. In the case of defective specifications for which the PHA is responsible, the equitable adjustment shall include any increased cost reasonably incurred by the Contractor in attempting to comply with the defective specifications.
- (e) The Contractor must assert its right to an adjustment under this clause within 30 days after (1) receipt of a written change order under paragraph (a) of this clause, or (2) the furnishing of a written notice under paragraph (b) of this clause, by submitting a written statement describing the general nature and the amount of the proposal. If the facts justify it, the Contracting Officer may extend the period for submission. The proposal may be included in the notice required under paragraph (b) above. No proposal by the Contractor for an equitable adjustment shall be allowed if asserted after final payment under this contract.
- (f) The Contractor's written proposal for equitable adjustment shall be submitted in the form of a lump sum proposal supported with an itemized breakdown of all increases and decreases in the contract in at least the following details:

- (1) Direct Costs. Materials (list individual items, the quantity and unit cost of each, and the aggregate cost); Transportation and delivery costs associated with materials; Labor breakdowns by hours or unit costs (identified with specific work to be performed); Construction equipment exclusively necessary for the change; Costs of preparation and/ or revision to shop drawings resulting from the change; Worker's Compensation and Public Liability Insurance; Employment taxes under FICA and FUTA; and, Bond Costs when size of change warrants revision.
- (2) Indirect Costs. Indirect costs may include overhead, general and administrative expenses, and fringe benefits not normally treated as direct costs.
- (3) Profit. The amount of profit shall be negotiated and may vary according to the nature, extent, and complexity of the work required by the change. The allowability of the direct and indirect costs shall be determined in accordance with the Contract Cost Principles and Procedures for Commercial Firms in Part 31 of the Federal Acquisition Regulation (48 CFR 1-31), as implemented by HUD Handbook 2210.18, in effect on the date of this contract. The Contractor shall not be allowed a profit on the profit received by any subcontractor. Equitable adjustments for deleted work shall include a credit for profit and may include a credit for indirect costs. On proposals covering both increases and decreases in the amount of the contract, the application of indirect costs and profit shall be on the net-change in direct costs for the Contractor or subcontractor performing the work.
- (g) The Contractor shall include in the proposal its request for time extension (if any), and shall include sufficient information and dates to demonstrate whether and to what extent the change will delay the completion of the contract in its entirety.
- (h) The Contracting Officer shall act on proposals within 30 days after their receipt, or notify the Contractor of the date when such action will be taken.
- (i) Failure to reach an agreement on any proposal shall be a dispute under the clause entitled Disputes herein. Nothing in this clause, however, shall excuse the Contractor from proceeding with the contract as changed.
- (j) Except in an emergency endangering life or property, no change shall be made by the Contractor without a prior order from the Contracting Officer.

30. Suspension of Work

- (a) The Contracting Officer may order the Contractor in writing to suspend, delay, or interrupt all or any part of the work of this contract for the period of time that the Contracting Officer determines appropriate for the convenience of the PHA.
- (b) If the performance of all or any part of the work is, for an unreasonable period of time, suspended, delayed, or interrupted (1) by an act of the Contracting Officer in the administration of this contract, or (2) by the Contracting Officer's failure to act within the time specified (or within a reasonable time if not specified) in this contract an adjustment shall be made for any increase in the cost of performance of the contract (excluding profit) necessarily caused by such unreasonable suspension, delay, or interruption and the contract modified in writing accordingly. However, no adjustment shall be made under this clause for any suspension, delay, or interruption to the extent that performance would have

been so suspended, delayed, or interrupted by any other cause, including the fault or negligence of the Contractor or for which any equitable adjustment is provided for or excluded under any other provision of this contract.

- (c) A claim under this clause shall not be allowed (1) for any costs incurred more than 20 days before the Contractor shall have notified the Contracting Officer in writing of the act or failure to act involved (but this requirement shall not apply as to a claim resulting from a suspension order); and, (2) unless the claim, in an amount stated, is asserted in writing as soon as practicable after the termination of the suspension, delay, or interruption, but not later than the date of final payment under the contract.

31. Disputes

- (a) "Claim," as used in this clause, means a written demand or written assertion by one of the contracting parties seeking, as a matter of right, the payment of money in a sum certain, the adjustment or interpretation of contract terms, or other relief arising under or relating to the contract. A claim arising under the contract, unlike a claim relating to the contract, is a claim that can be resolved under a contract clause that provides for the relief sought by the claimant. A voucher, invoice, or other routine request for payment that is not in dispute when submitted is not a claim. The submission may be converted to a claim by complying with the requirements of this clause, if it is disputed either as to liability or amount or is not acted upon in a reasonable time.
- (b) Except for disputes arising under the clauses entitled Labor Standards - Davis Bacon and Related Acts, herein, all disputes arising under or relating to this contract, including any claims for damages for the alleged breach thereof which are not disposed of by agreement, shall be resolved under this clause.
- (c) All claims by the Contractor shall be made in writing and submitted to the Contracting Officer for a written decision. A claim by the PHA against the Contractor shall be subject to a written decision by the Contracting Officer.
- (d) The Contracting Officer shall, within 60 (unless otherwise indicated) days after receipt of the request, decide the claim or notify the Contractor of the date by which the decision will be made.
- (e) The Contracting Officer's decision shall be final unless the Contractor (1) appeals in writing to a higher level in the PHA in accordance with the PHA's policy and procedures, (2) refers the appeal to an independent mediator or arbitrator, or (3) files suit in a court of competent jurisdiction. Such appeal must be made within (30 unless otherwise indicated) days after receipt of the Contracting Officer's decision.
- (f) The Contractor shall proceed diligently with performance of this contract, pending final resolution of any request for relief, claim, appeal, or action arising under or relating to the contract, and comply with any decision of the Contracting Officer.

32. Default

- (a) If the Contractor refuses or fails to prosecute the work, or any separable part thereof, with the diligence that will insure its completion within the time specified in this contract, or any extension thereof, or fails to complete said work within this time, the Contracting Officer may, by written notice to the Contractor, terminate the right to

proceed with the work (or separable part of the work) that has been delayed. In this event, the PHA may take over the work and complete it, by contract or otherwise, and may take possession of and use any materials, equipment, and plant on the work site necessary for completing the work. The Contractor and its sureties shall be liable for any damage to the PHA resulting from the

Convenience Contractor's refusal or failure to complete the work within

the specified time, whether or not the Contractor's right to proceed with the work is terminated. This liability includes any increased costs incurred by the PHA in completing the work.

- (b) The Contractor's right to proceed shall not be terminated or the Contractor charged with damages under this clause if—
- (1) The delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of the Contractor. Examples of such causes include (i) acts of God, or of the public enemy, (ii) acts of the PHA or other governmental entity in either its sovereign or contractual capacity, (iii) acts of another contractor in the performance of a contract with the PHA, (iv) fires, (v) floods, (vi) epidemics, (vii) quarantine restrictions, (viii) strikes, (ix) freight embargoes, (x) unusually severe weather, or (xi) delays of subcontractors or suppliers at any tier arising from unforeseeable causes beyond the control and without the fault or negligence of both the Contractor and the subcontractors or suppliers; and
- (2) The Contractor, within days (10 days unless otherwise indicated) from the beginning of such delay (unless extended by the Contracting Officer) notifies the Contracting Officer in writing of the causes of delay. The Contracting Officer shall ascertain the facts and the extent of the delay. If, in the judgment of the Contracting Officer, the findings of fact warrant such action, time for completing the work shall be extended by written modification to the contract. The findings of the Contracting Officer shall be reduced to a written decision which shall be subject to the provisions of the Disputes clause of this contract.
- (c) If, after termination of the Contractor's right to proceed, it is determined that the Contractor was not in default, or that the delay was excusable, the rights and obligations of the parties will be the same as if the termination had been for convenience of the PHA.

33. Liquidated Damages

- (a) If the Contractor fails to complete the work within the time specified in the contract, or any extension, as specified in the clause entitled Default of this contract, the Contractor shall pay to the PHA as liquidated damages, the sum of \$ _____ [Contracting Officer insert amount] for each day of delay. If different completion dates are specified in the contract for separate parts or stages of the work, the amount of liquidated damages shall be assessed on those parts or stages which are delayed. To the extent that the Contractor's delay or nonperformance is excused under another clause in this contract, liquidated damages shall not be due the PHA. The Contractor remains liable for damages caused other than by delay.
- (b) If the PHA terminates the Contractor's right to proceed, the resulting damage will consist of liquidated damages until such reasonable time as may be required for final

completion of the work together with any increased costs occasioned the PHA in completing the work.

- (c) If the PHA does not terminate the Contractor's right to proceed, the resulting damage will consist of liquidated damages until the work is completed or accepted.

34. Termination for

- (a) The Contracting Officer may terminate this contract in whole, or in part, whenever the Contracting Officer determines that such termination is in the best interest of the PHA. Any such termination shall be effected by delivery to the Contractor of a Notice of Termination specifying the extent to which the performance of the work under the contract is terminated, and the date upon which such termination becomes effective.
- (b) If the performance of the work is terminated, either in whole or in part, the PHA shall be liable to the Contractor for reasonable and proper costs resulting from such termination upon the receipt by the PHA of a properly presented claim setting out in detail: (1) the total cost of the work performed to date of termination less the total amount of contract payments made to the Contractor; (2) the cost (including reasonable profit) of settling and paying claims under subcontracts and material orders for work performed and materials and supplies delivered to the site, payment for which has not been made by the PHA to the Contractor or by the Contractor to the subcontractor or supplier; (3) the cost of preserving and protecting the work already performed until the PHA or assignee takes possession thereof or assumes responsibility therefore; (4) the actual or estimated cost of legal and accounting services reasonably necessary to prepare and present the termination claim to the PHA; and (5) an amount constituting a reasonable profit on the value of the work performed by the Contractor.
- (c) The Contracting Officer will act on the Contractor's claim within days (60 days unless otherwise indicated) of receipt of the Contractor's claim.
- (d) Any disputes with regard to this clause are expressly made subject to the provisions of the Disputes clause of this contract.

35. Assignment of Contract

The Contractor shall not assign or transfer any interest in this contract; except that claims for monies due or to become due from the PHA under the contract may be assigned to a bank, trust company, or other financial institution. Such assignments of claims shall only be made with the written concurrence of the Contracting Officer. If the Contractor is a partnership, this contract shall inure to the benefit of the surviving or remaining member(s) of such partnership as approved by the Contracting Officer.

36. Insurance

- (a) Before commencing work, the Contractor and each subcontractor shall furnish the PHA with certificates of insurance showing the following insurance is in force and will insure all operations under the Contract:
- (1) Workers' Compensation, in accordance with state or Territorial Workers' Compensation laws.
- (2) Commercial General Liability with a combined single limit for bodily injury and property damage of not less than \$ _____ [Contracting Officer insert amount]

per occurrence to protect the Contractor and each subcontractor against claims for bodily injury or death and damage to the property of others. This shall cover the use of all equipment, hoists, and vehicles on the site(s) not covered by Automobile Liability under (3) below. If the Contractor has a "claims made" policy, then the following additional requirements apply: the policy must provide a "retroactive date" which must be on or before the execution date of the Contract; and the extended reporting period may not be less than five years following the completion date of the Contract.

- (3) Automobile Liability on owned and non-owned motor vehicles used on the site(s) or in connection therewith for a combined single limit for bodily injury and property damage of not less than \$ _____

[Contracting Officer insert amount] per occurrence.

- (b) Before commencing work, the Contractor shall furnish the PHA with a certificate of insurance evidencing that Builder's Risk (fire and extended coverage) Insurance on all work in place and/or materials stored at the building site(s), including foundations and building equipment, is in force. The Builder's Risk Insurance shall be for the benefit of the Contractor and the PHA as their interests may appear and each shall be named in the policy or policies as an insured. The Contractor in installing equipment supplied by the PHA shall carry insurance on such equipment from the time the Contractor takes possession thereof until the Contract work is accepted by the PHA. The Builder's Risk Insurance need not be carried on excavations, piers, footings, or foundations until such time as work on the superstructure is started. It

need not be carried on landscape work. Policies shall furnish coverage at all times for the full cash value of all completed construction, as well as materials in place and/or stored at the site(s), whether or not partial payment has been made by the PHA. The Contractor may terminate this insurance on buildings as of the date taken over for occupancy by the PHA. The Contractor is not required to carry Builder's Risk Insurance for modernization work which does not involve structural alterations or additions and where the PHA's existing fire and extended coverage policy can be endorsed to include such work.

- (c) All insurance shall be carried with companies which are financially responsible and admitted to do business in the State in which the project is located. If any such insurance is due to expire during the construction period, the Contractor (including subcontractors, as applicable) shall not permit the coverage to lapse and shall furnish evidence of coverage to the Contracting Officer. All certificates of insurance, as evidence of coverage, shall provide that no coverage may be canceled or non-renewed by the insurance company until at least 30 days prior written notice has been given to the Contracting Officer.

37. Subcontracts

- (a) Definitions. As used in this contract -

(1) "Subcontract" means any contract, purchase order, or other purchase agreement, including modifications and change orders to the foregoing, entered into by a subcontractor to furnish supplies, materials, equipment, and services for the performance of the prime contract or a subcontract.

(2) "Subcontractor" means any supplier, vendor, or firm that furnishes supplies, materials, equipment, or services to or for the Contractor or another subcontractor.

- (b) The Contractor shall not enter into any subcontract with any subcontractor who has been temporarily denied participation in a HUD program or who has been suspended or debarred from participating in contracting programs by any agency of the United States Government or of the state in which the work under this contract is to be performed.
- (c) The Contractor shall be as fully responsible for the acts or omissions of its subcontractors, and of persons either directly or indirectly employed by them as for the acts or omissions of persons directly employed by the Contractor.
- (d) The Contractor shall insert appropriate clauses in all subcontracts to bind subcontractors to the terms and conditions of this contract insofar as they are applicable to the work of subcontractors.
- (e) Nothing contained in this contract shall create any contractual relationship between any subcontractor and the PHA or between the subcontractor and HUD.

38. Subcontracting with Small and Minority Firms, Women's Business Enterprise, and Labor Surplus Area Firms

The Contractor shall take the following steps to ensure that, whenever possible, subcontracts are awarded to small business firms, minority firms, women's business enterprises, and labor surplus area firms:

- (a) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (b) Ensuring that small and minority businesses and women's business enterprises are solicited whenever they are potential sources;
- (c) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;
- (d) Establishing delivery schedules, where the requirements of the contract permit, which encourage participation by small and minority businesses and women's business enterprises; and
- (e) Using the services and assistance of the U.S. Small Business Administration, the Minority Business Development Agency of the U.S. Department of Commerce, and State and local governmental small business agencies.

39. Equal Employment Opportunity

During the performance of this contract, the Contractor/Seller agrees as follows:

- (a) The Contractor/Seller shall not discriminate against any employee or applicant for employment because of race color, religion, sex, sexual orientation, gender identity, disability, or national origin.
- (b) The Contractor/Seller shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, disability, or national origin. Such action shall include, but not be limited to, (1) employment, (2) upgrading demotion, (4) transfer, (5) recruitment or recruitment advertising, (6) layoff or termination, (7) rates of pay or other forms of compensation, and (8) selection for training, including apprenticeship

(c) The Contractor/Seller agrees to post in conspicuous places available to employees and applicants for employment the notices to be provided by the Contracting Officer setting forth the provisions of this nondiscrimination clause.

(d) The Contractor/Seller shall, in all solicitations or advertisements for employees placed by or on behalf of the Contractor/Seller, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

(e) The Contractor/Seller shall send, to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, the notice to be provided by the Contracting Officer advising the labor union or workers' representative of the Contractor's commitments under this clause, and post copies of the notice in conspicuous places available to employees and applicants for employment.

(f) The Contractor/Seller shall comply with Executive Order 11246, as amended, and the rules, regulations, and orders of the Secretary of Labor.

(g) The Contractor/Seller shall furnish all information and reports required by Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto. The Contractor/Seller shall permit

access to its books, records, and accounts by the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(h) In the event of a that the Contractor/Seller is in noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor/seller may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(i) The contractor/seller will include the provisions of paragraphs (a) through (h) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each sub[contractor/seller] or vendor. The [contractor/seller] will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the [contractor/seller] becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the [contractor/seller] may request the United States to enter into such litigation to protect the interests of the United States.

(j) Compliance with the requirements of this clause shall be to the maximum extent consistent with, but not in derogation of, compliance with section 7(b) of the Indian Self-Determination and Education Assistance Act and the Indian Preference clause of this contract.

40. Employment, Training, and Contracting Opportunities for Low-Income Persons, Section 3 of the Housing and Urban Development Act of 1968.

(a) The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

(b) The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 75, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the Part 75 regulations.

(c) The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 prioritization requirements and shall state the minimum percentages of labor hour requirements established in the Benchmark Notice (FR-6085-N-04).

(d) The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR Part 75, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR Part 75. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 75.

(e) Noncompliance with HUD's regulations in 24 CFR Part 75 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

(f) Contracts, subcontracts, grants, or subgrants subject to Section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 5307(b)) or subject to tribal preference requirements as authorized under 101(k) of the Native American Housing Assistance and Self-Determination Act (25 U.S.C. 4111(k)) must provide preferences in employment, training, and business opportunities to Indians and Indian organizations, and are therefore not subject to the requirements of 24 CFR Part 75.

41. Interest of Members of Congress

No member of or delegate to the Congress of the United States of America shall be admitted to any share or part of this contract or to any benefit that may arise therefrom.

42. Interest of Members, Officers, or Employees and Former Members, Officers, or Employees

No member, officer, or employee of the PHA, no member of the governing body of the locality in which the project is situated, no member of the governing body of the locality in which the PHA was activated, and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the project, shall, during his or her tenure, or for one year thereafter, have any interest, direct or indirect, in this contract or the proceeds thereof.

43. Limitations on Payments made to Influence Certain Federal Financial Transactions

- (a) The Contractor agrees to comply with Section 1352 of Title 31, United States Code which prohibits the use of **Acts** Federal appropriated funds to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract; the making of any Federal grant; the making of any Federal loan; the entering into of any cooperative agreement; or the modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) The Contractor further agrees to comply with the requirement of the Act to furnish a disclosure (OMB Standard Form LLL, Disclosure of Lobbying Activities) if any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a Federal contract, grant, loan, or cooperative agreement.

44. Royalties and Patents

The Contractor shall pay all royalties and license fees. It shall defend all suits or claims for infringement of any patent rights and shall save the PHA harmless from loss on account thereof; except that the PHA shall be responsible for all such loss when a particular design, process or the product of a particular manufacturer or manufacturers is specified and the Contractor has no reason to believe that the specified design, process, or product is an infringement. If, however, the Contractor has reason to believe that any design, process or product specified is an infringement of a patent, the Contractor shall promptly notify the Contracting Officer. Failure to give such notice shall make the Contractor responsible for resultant loss.

45. Examination and Retention of Contractor's Records

- (a) The PHA, HUD, or Comptroller General of the United States, or any of their duly authorized representatives shall, until 3 years after final payment under this contract, have access to and the right to examine any of the Contractor's directly pertinent books, documents, papers, or other records involving transactions related to this contract for the purpose of making audit, examination, excerpts, and transcriptions.
- (b) The Contractor agrees to include in first-tier subcontracts under this contract a clause substantially the same as paragraph (a) above. "Subcontract," as used in this clause, excludes purchase orders not exceeding \$10,000.
- (c) The periods of access and examination in paragraphs (a) and (b) above for records relating to (1) appeals under the Disputes clause of this contract, (2) litigation or settlement of claims arising from the performance of this contract, or (3) costs and expenses of this contract to which the PHA, HUD, or Comptroller General or any of their duly authorized representatives has taken exception shall continue until disposition of such appeals, litigation, claims, or exceptions.

46. Labor Standards - Davis-Bacon and Related

If the total amount of this contract exceeds \$2,000, the Federal labor standards set forth in the clause below shall apply to the development or construction work to be performed under the contract.

- (a) Minimum Wages.
 - (1) All laborers and mechanics employed under this contract in the development or construction of the project(s) involved will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the Contractor and such laborers and mechanics. Contributions made or costs reasonably anticipated for bona fide fringe benefits under Section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR 5.5(a)(1)(iv); also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the regular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits in the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein; provided, that the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under 29 CFR 5.5(a)(1)(ii) and the Davis-Bacon poster (WH-1321) shall

be posted at all times by the Contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

(2) (i) Any class of laborers or mechanics, including

helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. HUD shall approve an additional classification and wage rate and fringe benefits therefor only when all the following criteria have been met: (A) The work to be performed by the classification requested is not performed by a classification in the wage determination; and (B) The classification is utilized in the area by the construction industry; and (C) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

- (ii) If the Contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and HUD or its designee agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by HUD or its designee to the Administrator of the Wage and Hour Division, Employee Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary.
- (iii) In the event the Contractor, the laborers or mechanics to be employed in the classification or their representatives, and HUD or its designee do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), HUD or its designee shall refer the questions, including the views of all interested parties and the recommendation of HUD or its designee, to the Administrator of the Wage and Hour Division for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary.
- (iv) The wage rate (including fringe benefits where appropriate) determined pursuant to subparagraphs (a)(2)(ii) or (iii) of this clause shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in classification.

(3) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the Contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

(4) If the Contractor does not make payments to a trustee or other third person, the Contractor may consider as part of the wages of any laborer or mechanic the

amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program; provided, that the Secretary of Labor has found, upon the written request of the Contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the Contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

- (b) Withholding of funds. HUD or its designee shall, upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the Contractor under this contract or any other Federal contract with the same prime Contractor, or any other Federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime Contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the Contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working in the construction or development of the project, all or part of the wages required by the contract, HUD or its designee may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased. HUD or its designee may, after written notice to the Contractor, disburse such amounts withheld for and on account of the Contractor or subcontractor to the respective employees to whom they are due.

(c) Payrolls and basic records.

- (1) Payrolls and basic records relating thereto shall be maintained by the Contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working in the construction or development of the project. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made, and actual wages paid. Whenever the Secretary of Labor has found, under 29 CFR 5.5(a)(1)(iv), that the wages of any laborer or mechanic include the amount of costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the Contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

(2) (i) The Contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the Contracting Officer for transmission to HUD or its designee. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under subparagraph (c)(1) of this clause. This information may be submitted in any form desired. Optional Form WH-347 (Federal Stock Number 029-005-00014-1) is available for this purpose and may be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. The Contractor is responsible for the submission of copies of payrolls by all subcontractors. (Approved by the Office of Management and Budget under OMB Control Number 1214-0149.)

(ii) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the Contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

- (A) That the payroll for the payroll period contains the information required to be maintained under paragraph (c) (1) of this clause and that such information is correct and complete;
- (B) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in 29 CFR Part 3; and
- (C) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.
- (iii) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirements for submission of the "Statement of Compliance" required by subparagraph (c)(2)(ii) of this clause.
- (iv) The falsification of any of the above certifications may subject the Contractor or subcontractor to civil or criminal prosecution under Section 1001 of Title 18 and Section 3729 of Title 31 of the United States Code.

(3) The Contractor or subcontractor shall make the records required under subparagraph (c)(1) available for inspection, copying, or transcription by authorized representatives of HUD or its designee, the Contracting Officer, or the Department of Labor and shall permit such representatives to interview employees during working hours on the job. If the Contractor or subcontractor fails to submit the required records or to make them available, HUD or its designee may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to

make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

(d) (1) Apprentices. Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship and Training, Employer and Labor Services (OATELS), or with a State Apprenticeship Agency recognized by OATELS, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by OATELS or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the Contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated in this paragraph, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the Contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator of the Wage and Hour Division determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event OATELS, or a State Apprenticeship Agency recognized by OATELS, withdraws approval of an apprenticeship program, the Contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(2) Trainees. Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under

the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed in the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate in the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate in the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate in the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the Contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

- (3) Equal employment opportunity. The utilization of apprentices, trainees, and journeymen under this clause shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.
- (e) Compliance with Copeland Act requirements. The Contractor shall comply with the requirements of 29 CFR Part 3, which are hereby incorporated by reference in this contract.
- (f) Contract termination; debarment. A breach of this contract clause may be grounds for termination of the contract and for debarment as a Contractor and a subcontractor as provided in 29 CFR 5.12.
- (g) Compliance with Davis-Bacon and related Act requirements. All rulings and interpretations of the Davis-Bacon and related Acts contained in 29 CFR Parts 1, 3, and 5 are herein incorporated by reference in this contract.
- (h) Disputes concerning labor standards. Disputes arising out of the labor standards provisions of this clause shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the Contractor (or any of its subcontractors) and the PHA, HUD, the U.S. Department of Labor, or the employees or their representatives.
- (i) Certification of eligibility.
 - (1) By entering into this contract, the Contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the Contractor's firm is a person or firm ineligible to be awarded contracts by the United States Government by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

- (2) No part of this contract shall be subcontracted to any person or firm ineligible for award of a United States Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).
- (3) The penalty for making false statements is prescribed in the U. S. Criminal Code, 18 U.S.C. 1001.
- (j) Contract Work Hours and Safety Standards Act. As used in this paragraph, the terms "laborers" and "mechanics" include watchmen and guards.
 - (1) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics, including watchmen and guards, shall require or permit any such laborer or mechanic in any workweek in which the individual is employed on such work to work in excess of 40 hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of 40 hours in such workweek.
 - (2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the provisions set forth in subparagraph (j)(1) of this clause, the Contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such Contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic (including watchmen and guards) employed in violation of the provisions set forth in subparagraph (j)(1) of this clause, in the sum of \$27 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of 40 hours without payment of the overtime wages required by provisions set forth in subparagraph (j)(1) of this clause. DOL posts current fines at: <https://www.dol.gov/whd/govcontracts/cwhssa.htm#cmp>
 - (3) Withholding for unpaid wages and liquidated damages. HUD or its designee shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or subcontractor under any such contract or any Federal contract with the same prime Contractor, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime Contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Contractor or subcontractor for unpaid wages and liquidated damages as provided in the provisions set forth in subparagraph (j)(2) of this clause.
- (k) Subcontracts. The Contractor or subcontractor shall insert in any subcontracts all the provisions contained in this clause, and such other clauses as HUD or its designee may by appropriate instructions require, and also a clause requiring the subcontractors to include these provisions in any lower tier subcontracts. The prime Contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all these provisions.

47. Non-Federal Prevailing Wage Rates

(a) Any prevailing wage rate (including basic hourly rate and any fringe benefits), determined under State or tribal law to be prevailing, with respect to any employee in any trade or position employed under the contract, is inapplicable to the contract and shall not be enforced against the Contractor or any subcontractor, with respect to employees engaged under the contract whenever such non-Federal prevailing wage rate exceeds:

(1) The applicable wage rate determined by the Secretary of Labor pursuant to the Davis-Bacon Act (40 U.S.C. 3141 et seq.) to be prevailing in the locality with respect to such trade;

(b) An applicable apprentice wage rate based thereon specified in an apprenticeship program registered with the U.S. Department of Labor (DOL) or a DOL-recognized State Apprenticeship Agency; or

(c) An applicable trainee wage rate based thereon specified in a DOL-certified trainee program.

48. Procurement of Recovered Materials.

(a) In accordance with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, the Contractor shall procure items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition. The Contractor shall procure items designated in the EPA guidelines that contain the highest percentage of recovered materials practicable unless the Contractor determines that such items: (1) are not reasonably available in a reasonable period of time; (2) fail to meet reasonable performance standards, which shall be determined on the basis of the guidelines of the National Institute of Standards and Technology, if applicable to the item; or (3) are only available at an unreasonable price.

() Paragraph (a) of this clause shall apply to items purchased under this contract where: (1) the

Contractor purchases in excess of \$10,000 of the item under this contract; or (2) during the preceding Federal fiscal year, the Contractor: (i) purchased any amount of the items for use under a contract that was funded with Federal appropriations and was with a Federal agency or a State agency or agency of a political subdivision of a State; and (ii) purchased a total of in excess of \$10,000 of the item both under and outside that contract.

PROVIDENCE HOUSING AUTHORITY

Responsible Evaluation:

The Authority will evaluate each bid submitted as to responsibility (i.e., a firm that is qualified, responsible and able to provide to the Authority the required services). If the Authority ascertains that such firm has the required ability, capability, experience, knowledge, licensing, insurance and resources to provide the required services, the Authority may proceed with award.

If the Authority determines that such firm is deemed to be not responsible, such firm will be notified of such in writing by the Authority in a timely manner (in any case, in no less than 5 days after such determination is made); in such case the Authority may proceed with the noted Responsive and Responsible Evaluations with the next lowest bidder.

PROVIDENCE HOUSING AUTHORITY

PHA SPECIAL INSTRUCTIONS THAT PERTAIN TO FORM HUD-5370

The parties agree that the following additional terms and conditions supplement and are incorporated into the Contract's General Conditions. If any provision of this document conflicts with any provision of any other pertinent contract or document, then the provision required by HUD, and/or that is most beneficial to the Providence Housing Authority (PHA), shall govern.

1. Definitions:

(d)(i) "Subcontractor" means the person or other entity entering into a contract with the Contractor to perform any of the work required under the Contract. **(ii)** "Subcontractor" also means the person or other entity entering into a contract with a Subcontractor to perform any of the work required under a subcontract. Contractor shall be fully liable for the actions and/or inactions of all subcontractors and fully releases PHA of any liability. Remedies for any actions and/or inactions of subcontract(s) shall be the full responsibility of Contractor, not the PHA.

(k) "In writing" / "written" refers to email communication and/or print format, but not texts.

2. Contractor's Responsibility for Work:

(i) Before commencing any work, the Contractor shall submit in writing to the Contracting Officer the name of the superintendent to be employed. Written approval of the superintendent by PHA is required. While remaining in the Contractor's employ, the superintendent shall not be replaced for the duration of the work, except with prior written approval of the Contracting Officer. If the PHA, in its sole discretion, requests that Contractor replace the superintendent, Contractor shall do so within ten (10) calendar days.

(j) Confine storage of materials and equipment to suitable portion of building or site. Relocate stored materials and equipment as required or as directed. If Contractor desires partial payment for off-site storage of contract-related materials, Contractor shall submit to the PHA written request and justification for each storage location and type of material.

(k) The Contracting Officer will assign space, if available, for a temporary field office and storage of supplies and equipment. If no space is available, Contractor shall provide such space in the form of trailers or temporary structures that sufficiently secures and protects said materials. If the PHA desires a job office, the Contractor shall provide at no cost a plan desk and working telephone for Contracting Officer.

(l) Contractor and subcontractors shall: manage project and trades' work to avoid any delay(s); cooperate with all concerned to expedite work; afford other contractors and trades every reasonable opportunity to progress with work; minimize conflicts with all personnel; coordinate necessary adjustments in work locations; work with diligence and keep as large a force at work as is compatible with safe, rapid work progress; and cause material to be delivered to site to ensure uninterrupted progress of work.

(m) Because the premises, or portions thereof, are occupied, Contractor shall: cause work to be done as safely and expeditiously as possible, minimizing inconvenience to occupants; maintain unobstructed ingress and egress along roadways, walks, lobbies, and corridors except as approved

PROVIDENCE HOUSING AUTHORITY

in writing by Contracting Officer; follow all pertinent safety protocols; schedule work as agreed to in writing by Contracting Officer.

- (n)** Contractor shall: take every reasonable precaution to minimize injury to persons and property due to inclement weather of any type; repair or replace damage caused to any part of work or site to the complete satisfaction of Contracting Officer at no cost to Contracting Officer. The contractor shall be fully and exclusively liable for any damage to the person(s) and/or property.
- (o)** Contractor shall not use the PHA's containers for the disposal of excess waste materials or rubbish, unless Contractor obtains prior written consent from Contracting Officer.

6. Construction Progress Schedule:

- (d)** Contractor shall honor all time constraints stated in the specifications. Breach of this provision shall be grounds for termination for convenience by the PHA.

9. Specifications and Drawings for Construction:

- (j)** Contractor shall provide to the PHA one (1) print and one (1) electronic copy of all shop drawings for prior approval by the PHA of all work and materials.
- (k)** Contractor shall provide to the PHA one (1) copy of contract drawings and specifications and one (1) electronic copy of additional instructions at no cost to the PHA. Additional copies, if requested by the PHA, shall be provided at Contractor's cost.
- (l)** Contractor shall: carefully review plans and shall not be relieved of any duty/ies due to furnish / install item(s) due to missing written specifications; it is Contractor's duty to ask the PHA if Contractor is uncertain about any detail; Contractor shall provide items such as attachments, hangers, screws, bolts, and the like that are necessary but may not be specifically indicated.

11. Material and Workmanship:

- (d)** Contractor shall: perform all work in compliance with all applicable laws, municipal codes, industry best practices, regulations, licensure and the like, including compliance with applicable specifications; install work plumb and level, true to line, secured and braced rigidly in accordance with best practices; provide supports and fastenings as required; and employ only licensed, in good standing, qualified personnel.
 - (e)** Contractor shall be responsible for, and shall warrant, all necessary cutting and patching for trades.
 - (f)** Installers of materials shall: first examine conditions under which their work is to be done; notify the Contractor of conditions detrimental to proper and/or timely completion of work; and shall not proceed with work until unsatisfactory conditions have been corrected. Commencing work is evidence that Contractor/installer accepts such conditions and liability.
 - (g)** Contractor shall: thoroughly protect all work and materials; provide and use boards, cloths, planks, waterproof paper, canvas, and/or other approved protection as necessary to prevent damage; replace or rectify work or materials damaged by any cause to the full satisfaction of the PHA, at no cost to the PHA.
-

PROVIDENCE HOUSING AUTHORITY

12. Permits and Codes:

- (c)** The PHA is exempt from the payment of any taxes or fees to the State of Rhode Island or any subdivision thereof; as a public body, the PHA has no exemption certification number.
- (d)** Contractor shall not display signs or advertising of any type on-site except with prior written approval from Contracting Officer.

15. Availability and Use of Utility Services:

- (c)** PHA will pay the worksite-related cost of water and electrical power only if it can reasonably be made available to the Contractor.

27. Payments:

- (l)** Contractor shall submit a "pencil-requisition" to architect (if applicable) and to PHA for review and approval. Once Contractor has received approval on pencil-requisition, Contractor shall submit a notarized payment requisition to architect for architect's notarized signature. The architect shall forward the notarized approved pay application to PHA for final approval within seven (7) days of architect's receipt of same from Contractor. Once approved, PHA shall process same for payment. Final Payment of retainage shall be held until the project has received final approval from PHA and/or Municipal Authority (i.e.- Certificate of Occupancy, Sign off from Fire Dept., and the like), and/or all so-called "punch list" items have been completed to the PHA's reasonable satisfaction.
- (m)** No error, omission, or act of forbearance by the PHA in verifying or certifying the accuracy of the amounts indicated on the Periodical Estimates for Partial Payment shall relieve the Contractor from any responsibility under the Contract. Without prejudice to any other right or remedy, the PHA may decline to certify payments of a Periodical Estimate for Partial Payment or, due to subsequently-discovered evidence or observations, may nullify the whole or any part of any Periodical Estimate for Partial Payment previously approved or paid to such extent as may be necessary to protect the PHA from loss due to: damage to the PHA; defective work not remedied; Contractor's failure to carry out the work in accordance with the Contract documents; reasonable evidence, in the PHA's sole discretion, that the work cannot be completed for the unpaid balance of the Contract Sum; and/or reasonable evidence, in the PHA's sole discretion, that the work will not be completed within the Contract Time.
- (n)** When the grounds listed above are remedied to the PHA's satisfaction, payment will be made for amounts withheld due to said grounds. If the PHA, in its sole discretion, chooses to accept defective or non-conforming work, the PHA may do so instead of requiring its removal and correction and a Change Order shall be issued to reflect the reduced Contract Sum that is appropriate and equitable per the PHA's sole discretion. Such reduction shall be executed whether or not final payment has been made. Each Periodical Estimate for Partial Payment shall be accompanied by a Certificate and Release of Prime Contractor and/or Certificate and Release of Subcontractor and/or Material Supplier forms, attached, fully executed as of the date of the Periodical Estimate by the Contractor and subcontractors and major materials suppliers.

29. Changes:

- (k)** The Indirect Costs noted in subparagraph (f)(2) shall not exceed ten percent (10%) of the Direct Costs, and the Profit noted in subparagraph (f)(3) shall not exceed five percent (5%) of the Total of the Direct and Indirect Costs.
-

PROVIDENCE HOUSING AUTHORITY

30. Suspension of Work:

- (d) To be entitled to delay damages, the Contractor must show each/all of the following elements to the jurisdiction's prevailing legal burden of proof standard and using the reasonable person standard:
- (1) contract performance was in fact delayed by the PHA;
 - (2) the cause of delay was within the PHA's/ Contracting Officer's control;
 - (3) the delay continued for an unreasonable period of time;
 - (4) the delay injured the Contractor in the form of additional expenses or loss damages;
 - (5) Contractor met its legal duty to mitigate damages in a competent and expedient manner; and
 - (6) such expense or delay has a direct causal relationship to damages incurred.

31. Disputes:

- (g) All claims, disputes, and other matters in question arising out of or relating to this Contract or the performance or interpretation thereof shall be submitted to arbitration as provided for per state law, unless the PHA selects mediation as a more expedient first step. If mediation fails, then the matter shall be arbitrated.

33. Liquidated Damages:

- (d) Because actual damages due to delay in completion of the work are impossible to determine, the Contractor and its Sureties shall be liable for and shall pay to the PHA the sum and rate indicated as fixed in subparagraph (a), agreed as liquidated damages for each calendar day of delay beyond the Contract Period until the work is complete to the PHA's sole satisfaction. Such sums may be withheld from payments due the Contractor or collected from the Contractor in any manner provided by law. Any costs incurred by the PHA in such collections/breach, including reasonable attorneys' fees, shall be paid by the Contractor. The date of completion shall be the date following final inspection and acceptance of the work for use by the PHA.

36. Insurance:

- (d) Despite the last sentence of subparagraph (b), regardless of whether the modernization work involves structural alterations or additions, because the PHA's fire and extended coverage policy cannot include such work without unreasonable costs, the Contractor shall obtain at its cost this insurance for the work.
- (e) The Certificates of Insurance noted in subparagraphs (a) and (b) shall indicate that the policy holder has added the Providence Housing Authority (PHA) and the Boston Celtics Shamrock Foundation (BCSF) and Amica Companies Foundation as an Additional Insured. At least ten (10) days *prior to* Contractor's commencement of work, Contractor shall provide to Contracting Officer a copy of the actual Insured's Policy Endorsement showing Contractor has added the PHA and the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation and its affiliates.
- (f) Hold Harmless and Indemnification. Nothing in this Agreement shall be construed to mean that PHA or the BCSF or Amica Companies Foundation assumes any liability for damages or otherwise pertaining to accident(s) or injury to person(s) or property, including but not limited to accidents arising or resulting from Contractor's personnel, equipment and/or operations. Contractor shall be solely responsible for supervising all of its own, and its subcontractors' personnel, equipment, and operations including but not limited to loss(es) arising from the acts of its own and/or subcontractor staff. The contractor shall provide whatever attendant personnel, warning signage, barriers, and/or
-

PROVIDENCE HOUSING AUTHORITY

other controls and cautions to ensure safe operation and completion of the work. Contractor shall at all times be solely responsible and liable for the safe and proper operation of any equipment used in connection with the work. Except to the extent caused by the blatant negligence of the PHA, Contractor shall indemnify, protect, and hold harmless the PHA and the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation and its affiliates to the fullest extent permitted by law, from and against all liabilities, costs (including reasonable attorneys' fees), losses and claims of any kind or nature imposed on, incurred by, or asserted against the PHA and the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation and its affiliates arising out of the active or passive negligence or willful actions of Contractor, and/or its subcontractors, in any way connected with the execution of the work, operations, and/or equipment. The contractor shall, at its own expense, pay all expenses and provide attorneys reasonably acceptable to the PHA and the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation and its affiliates to defend and/or seek enforcement of the provisions hereof on behalf of the PHA and the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation and its affiliates regarding indemnity contained herein. The terms and conditions of this provision shall survive the term/period of performance of this Agreement.

37. Subcontracts:

- (f) Before entering into a subcontract for any work for the PHA, the Contractor shall obtain from the PHA, complete, and submit to the PHA a Request for Acceptance of Subcontractor form. The PHA's acceptance of the completed form will not be unreasonably withheld.

38. Subcontracting with Small and Minority Firms, Women's Business Enterprise, and Labor Surplus Area Firms:

- (f) Contractor shall, to the fullest extent feasible, affirmatively seek to employ, and in fact employ the above-captioned persons and firms in all phases of this contract. This includes but is not limited to bid preparation, purchasing materials, supplies, and services, hiring subcontractors, sourcing supplies, equipment, construction, and services.
 - (g) Contractors and subcontractors shall submit and gain the PHA's approval of a statement outlining Contractor's MBE/WBE Affirmative Action Plan to assist in furthering this policy /requirement and shall certify to their compliance therewith, indicating the results of their actions before the award of any subcontract or purchase of materials. The Contractor's Affirmative Action Plan shall include but not be limited to the requirements articulated in the General Conditions document, paragraph 38, using the services of the RI Minority Business Enterprise Compliance Office, RI Dept. of Administration, One Capitol Hill, Providence, RI 02908; Dorinda Keene at 401-574-8670.
 - (h) Minority Business Utilization Commitment.
 - (i) The PHA's goal is to award at least twenty percent (20%) of the dollar value of the total of modernization contracts, including construction contracts and subcontracts for this work, to minority and women's business enterprises; the Contractor shall adopt the same goal in purchasing, awarding subcontracts, and approving subcontracts by subcontractors. At a minimum, the Contractor shall make every reasonable effort to expend at least twenty percent (20%) of the Contract's dollar amount with certified MBE/WBEs, as subcontractors and suppliers of materials and/or services. Except in exceptional circumstances and only with the approval of HUD, no partial or complete waiver of the above requirement will be granted by the PHA. To justify a waiver, it must be shown that the required steps of the Contractor's approved Affirmative Action Plan were duly
-

PROVIDENCE HOUSING AUTHORITY

executed but to no avail. (2) The Contractor shall keep such records as are necessary to determine compliance with its Minority Business Enterprise Utilization obligations. These records shall include:

- (i) A Minority Business Utilization Report, in the attached form, within ten (10) days after notification by the PHA that Contractor is the lowest responsible bidder. Failure to show an adequate intention to utilize MBEs may constitute a breach of this bidding requirement, preventing award of the contract. Bidder/Contractor shall furnish to the PHA a Minority Business Utilization Report with each Requisition for Payment that shows the actual MBE utilization; and
- (ii) The number of minority and non-minority contractors, suppliers, and subcontractors; and the type of work, materials or services being performed or incorporated in this project; and
- (iii) The efforts and progress being made to seek out minority contractor organizations and individual minority contractors for work on this project; and
- (iv) Documentation of all correspondence, contact, telephone calls, and the like to obtain the services of minority business enterprises on this project; and
- (v) All such records shall be maintained for three (3) years following final acceptance and payment and will be made available by the PHA for inspection during business hours.

39. Equal Employment Opportunity:

- (k) Contractor and its subcontract(s) shall comply with all applicable Federal and State laws and regulations and shall have the duty to provide current proof of same to the PHA.

46 Labor Standards – Davis Bacon and Related Acts:

- (a)(2)(i)(D) The bidding Contractor shall complete and submit to the PHA HUD Form 4230A (Exp. 8/31/2022), for work that is not comparable to one in the wage determination.
 - (a)(2)(i)(E) Each Contractor or subcontractor shall: submit a completed form for each payroll week from the time work begins until work is completed; identify the initial and final reports; accordingly and shall submit a form for every week where no work was performed, indicating same. Compliance by subcontractors with prevailing wage reporting requirements shall be the responsibility of the Contractor, and the conditions relating to minimum rates of pay shall be included in subcontracts.
-

APPENDIX A

SAMPLE CONTRACT DOCUMENTS

- PHA AGREEMENT FOR CONSTRUCTION {SAMPLE}
- PART II – TERMS & CONDITIONS

PROVIDENCE HOUSING AUTHORITY

AGREEMENT FOR CONSTRUCTION {SAMPLE} **Contract No. XX-XXX**

THIS AGREEMENT, is made and entered into this **Month, Day, Year** by and between **[the Contractor]** located at [address of the Contractor] a [State of Incorporation] Corporation, herein after called the "**Contractor**", "**General Contractor**" and/or **Prime Contractor** and the Housing Authority of the City of Providence, Rhode Island, hereinafter called the "**Authority**" or "**Owner**":

WITNESSETH, that the Contractor and the Authority for the consideration stated herein mutually agree as follows:

ARTICLE 1. Statement of Work:

The Contractor shall furnish all labor, materials, equipment, tools, and services to perform and complete in a workman like manner, all work required for the **PROJECT NAME** in strict accordance with all applicable HUD rules and regulations, the Authority's Invitation for Bids, dated **XXXX 202X**, Part II – Terms and Conditions, and the Contractor's Bid, dated **XXXX, 202X**, all of which are hereby incorporated by reference and made a part hereof.

THE SPECIFIC DELIVERABLES FOR THIS CONTRACT ARE:

ARTICLE 2. The Contract Price:

The Authority shall pay the Contractor for the performance of this Contract, in current funds, subject to additions and deductions as provided herein, the sum of **XXXX and XX/100 Dollars (\$XXXXXXX.XX)**.

ARTICLE 3. Method of Payment:

The Contract Price, as stated in ARTICLE 2. payments are normally made within thirty (30) days of receipt of an approvable invoice. The Contractor is issued **Contract Number XX-XXX** by the Authority. This number must be indicated on all invoices in order to be processed for payment. Failure to indicate the Contract Number on an invoice will delay payment. This invoice shall be in AIA format with a **ten percent (10%) retainage**.

Billing Address: Providence Housing Authority, 100 Broad Street, Providence, RI 02903
Email Invoices to: Finance@provhousing.org

ARTICLE 4. Time of Performance:

The work for this project will commence on **the date specified in the Notice to Proceed**, and all work shall be completed by the **dates / times** stipulated in the **Notice to Proceed**.

ARTICLE 5. Contract Documents:

The Contract shall consist of the following component parts:

- A. This Instrument
- B. Part II – Terms and Conditions
- C. PHA Invitation for Bids, Dated XX/XX/XXXX
- D. Contractor's Bid, Dated XX/XX/XXXX
- E. Addendum #XX (if applicable), Dated XX/XX/XXXX
- F. HUD-required forms
- G. State of Rhode Island required forms
- H. Payment & Performance Bonds
- I. Notice of Award
- J. Notice to Proceed

ARTICLE 6. Liquidated Damages:

As actual damages for delay in completion of the Contract are impossible to determine, the Contractor shall be liable for and shall pay to the Authority liquidated damages of **Fifteen Hundred and 00/100 Dollars (\$1,500.00)** for each calendar day of delay of completion of the work beyond the completion date specified in the Notice to

PROVIDENCE HOUSING AUTHORITY

Proceed until the work is completed. The PHA's issuance of its written Notice of Completion shall constitute completion. Such sums may be withheld from payments due to the Contractor or collected from the Contractor in any manner provided by the law.

ARTICLE 7. Minimum Wages:

All laborers and mechanics employed or working upon the site of the work shall be paid the full amount of wages and bona fide fringe benefits, or cash equivalents thereof, due at the time of payment, computed at rates not less than those contained in **Davis-Bacon Act Wage Decision No. R1XXXXXXX, Modification X, Dated XX.XX.XXXX** and contained in the above specified Invitation for Bids and which forms a part hereof.

- Contractor shall strictly comply with the Davis Bacon Wage Decision and governing protocols in effect at the time of Contract execution.
- The Prime Contractor shall ensure that all subcontractors comply with Davis Bacon Prevailing Wage Decisions and protocols.
- Failure to provide original payroll reports and benefit statements on a weekly basis shall constitute a material breach of the contract that may trigger the liquidated damages clause and/or termination of this contract.
- Failure to abide by Davis Bacon Prevailing Wage Requirements shall constitute a material breach of Contract that may trigger the liquidated damages clause and/or contract termination.
- Certified payroll documents shall be submitted weekly to the Authority via certified email (i.e.: DocuSign) by a verifiable, authorized signatory for the Company. Scanned documents no longer comply and may trigger liquidated damages and/or contract termination.
- General Contractor (i.e. Prime Contractor) shall be responsible for the compliance by any subcontractors, agents or assigns to DBRA requirements.
 - General Contractor shall confirm all proper wages and benefits are being paid correctly and in accordance with DBRA requirements.
 - General Contractor shall be liable for the non-compliance of its employees, subcontractors, agents and assigns.
 - General Contractor shall be required to pay back wages on behalf of their subcontractors, agents and assigns.
 - General Contractor may be subject to debarment in appropriate circumstances due to subcontractor violation(s).
- General Contractors and subcontractors shall maintain/keep DBRA contracts, subcontracts, and related documents, as well as worker telephone numbers and email addresses.
- The General Contractor and subcontractors shall maintain the required records for a minimum of three (3) years after all the work on this contract is completed.
- Statements or notices containing a breakdown of the fringe benefit rate(s) without sufficient supporting documentation are not acceptable forms of verification.
 - Contractor's own administrative costs are not creditable as fringe benefits even when the Contract pays a third party to perform such tasks. However, costs incurred by third parties directly related to administration and delivery of bona fide fringe benefits to Contractor's laborer's and mechanics are creditable. If uncertain, Contractor shall contact WHD for review.
- All contractors who indicate on payrolls that fringe benefits are paid in approved plans must provide verification in the form of statements to third parties, union report forms, etc., along with copies of checks to those plans.
- All contractors who have apprentices on the job must provide DOL verification and any other verifications required by HUD regulation(s).
- The PHA has the authority to retroactively modify contracts to include missing or correct Davis Bacon Wage Decisions (DBWD) and contract clauses.

The contractor will have an opportunity to adjust their payroll fees, for AFFECTED wage classifications when the clauses and/or DBWD's are retroactively incorporated. Changes must be submitted to PHA by the deadline provided by The Authority.

PROVIDENCE HOUSING AUTHORITY

ARTICLE 8. Additional Compliance:

The Contractor shall comply with all pertinent Federal, state, and municipal laws and regulations, including but not limited to:

- o Federal and State Confidentiality, Privacy and Data Security;
- o Title VII of the Civil Rights Act of 1964;
- o The Pregnancy Discrimination Act;
- o The Equal Pay Act of 1963;
- o The Age Discrimination in Employment Act of 1967;
- o Title I of the Americans with Disabilities Act of 1990;
- o Sections 102 and 103 of the Civil Rights Act of 1991;
- o Sections 501 and 505 of the Rehabilitation Act of 1973;
- o The Genetic Information Nondiscrimination Act of 2008

Vendors, Non-Affiliated Third Parties, and Contractors shall implement and maintain reasonable data security procedures and practices appropriate to the size and scope of the organization, the nature of the information, and the purpose for which the information was collected to protect the Personal Information (PI) from Unauthorized Access, Use, Modification, Destruction, or Disclosure.

THIS INSTRUMENT, together with all documents enumerated in ARTICLE 5. and / or those included in said IFB are fully a part of this Contract as if hereto attached, constitute the entire agreement between the parties, and shall not be modified except in writing signed by both parties to this Agreement. If any provision in any component part of these Contract documents conflicts with any provision of any other component part, the provision required by HUD, and/or that is most beneficial to the Authority, shall govern.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in two (2) original counterparts on the day and year first written on page one of **Contract Number XX-XXX**, all of which, when taken together, constitute one and the same agreement.

Witness:

By: _____

Witness:

By: _____

The Housing Authority of the City of Providence, R.I.

By: _____

Melissa Sanzaro
Executive Director
100 Broad Street
Providence, RI 02903

Contractor Name

By: _____

Signature: _____

Print Name: _____

Title: _____

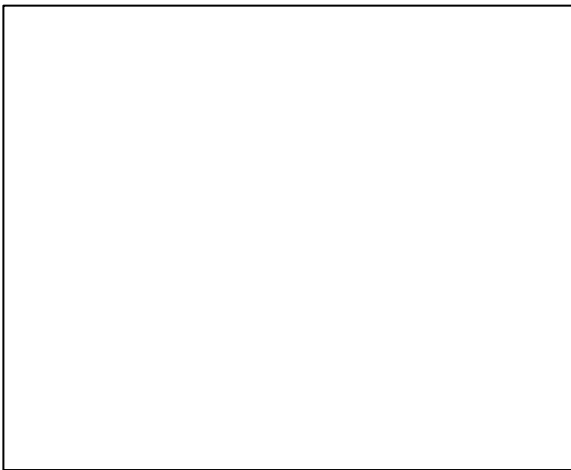
Address: _____

PROVIDENCE HOUSING AUTHORITY

CERTIFICATION

I, _____, certify that I am the _____ of the corporation named as Contractor herein: that _____ who signed this Contract on behalf of the Contractor, was then _____ of said corporation, that said Contract was duly signed for and on behalf of this corporation by the authority of its governing body, and is within the scope of its corporate powers:

[Corporate Seal]



By: _____

(THIS AREA INTENTIONALLY BLANK)

PROVIDENCE HOUSING AUTHORITY

PART II – TERMS & CONDITIONS

1. Breach of Agreement:

If the Contractor fails to fulfill any obligation under this contract in a timely and proper manner or if it shall violate any of the term(s) of this contract, the PHA shall have the right to immediately terminate such contract and withhold payments in excess of fair compensation for work completed. The term "breach of agreement" specifically includes, but is not limited to, any duty in the contract documents enumerated in ARTICLE 5 and/or failure to comply with any applicable Federal, State or Local law or regulation.

2. Termination:

The PHA shall have the right to terminate a contract at any time and reserves the right to terminate a contract for its convenience or in the event it shall abandon or indefinitely postpone the program. Such termination shall be accomplished by written notice delivered to the Contractor. Payment to the Contractor shall be made for work performed prior to provision of the termination notice, together with the Contractor's reasonable, subject to PHA approval, cost for closing down its work, and the Contractor shall have no claim for loss of anticipated profits or any additional compensation.

Despite the above, the Contractor shall not be relieved of liability to the PHA for damages sustained by virtue of any breach by the Contractor and/or its subcontractor(s).

Omissions of Wage Determinations and Contracts Clauses.

If The Authority terminates a contract due to missing contract clauses or wage determinations, The Authority shall withhold, cross-withhold, and/or otherwise identify and obligate sufficient funds through a termination settlement agreement drafted by The Authority to pay any necessary back wages. The contractor shall sign said termination settlement agreement and shall comply with its terms.

3. Termination of Contract for Cause:

If, through any cause, the Contractor shall fail to fulfill in timely and proper manner any obligation under this Contract, or if the Contractor shall violate any covenant, agreement, or stipulation of this Contract, the Authority shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least five days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, reports and/or work prepared by the Contractor under this Contract shall, at the option of the Authority, become its property and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed.

Despite the above, the Contractor shall not be relieved of liability to the Authority for damages sustained by the Authority by virtue of any breach of the Contract by the Contractor, and the Authority may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the Authority from the Contractor is determined.

4. Termination for Convenience of Authority:

The Authority may terminate this Contract any time by a notice in writing from the Authority to the Contractor. If the Contract is terminated by the Authority for Convenience, the Contractor will be paid an amount that bears the same ratio to the total compensation as the services actually performed bear to the total services covered by this Contract, less payments of compensation previously made: Provided, however, that if less than sixty per cent (60%) of the services covered by this Contract have been performed upon the effective date of such termination, the Contractor may be reimbursed for that portion of the actual out-of-pocket expenses (not otherwise reimbursed under this Contract) incurred by the Contractor during the Contract period that are directly attributable to the uncompleted portion of the services covered by this Contract. If this Contract is terminated due to the fault of the Contractor, Termination for Cause or Convenience will be determined by the Authority in its sole discretion.

PROVIDENCE HOUSING AUTHORITY

5. Changes:

The Authority may, from time to time, request changes in the Scope of Services from the Contractor to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, shall only be effective if prior written agreement by the Authority's Contracting Officer is obtained. Such agreement(s) shall be considered written amendment(s) to this Contract.

6. Personnel:

- a. The Contractor represents that they have, or will secure at their own expense, all personnel required in performing the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the Authority.
- b. All the services required hereunder shall be performed by the Contractor or under their supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and local law to perform such services.
- c. No person who is serving sentence in a penal or correctional institution shall be employed on work under this Contract.

7. Anti-Kickback Rules:

Salaries of architects, draftsmen, technical engineers, and technicians performing work under this Contract shall be paid unconditionally and not less often than once a month without deduction or rebate on any account except only such payroll deductions as are mandatory by law or permitted by the applicable regulations issued by the Secretary of Labor pursuant to the "Anti-Kickback Act" of June 13, 1934 (48 Stat. 948; 62 Stat. 740; 63 Stat. 108; title 18 U.S.C., section 874; and title 40 U.S.C., section 276c). The Contractor shall comply with all applicable "Anti-Kickback" regulations and shall insert appropriate provisions in all subcontracts covering work under this Contract to ensure compliance by subcontractors with such regulations and shall be responsible for the submission of affidavits required of subcontractors thereunder except as the Secretary of Labor may specifically provide for variations of or exemptions from the requirements thereof.

8. Withholding of Salaries:

If, in the performance of this Contract, there is any underpayment of salaries by the Contractor or by any subcontractor thereunder, the Authority shall withhold from the Contractor out of payments due to him an amount sufficient to pay to employees underpaid the difference between the salaries required to be paid and the salaries actually paid such employees for the total number of hours worked. The amounts withheld shall be dispersed by the Authority for and on account of the Contractor or subcontractor to the respective employees to whom they are due.

9. Claims and Disputes Pertaining to Salary Rates:

Claims and disputes pertaining to salary rates or to classifications of architects, draftsmen, technical engineers, and technicians performing work under this Contract shall be promptly reported in writing by the Contractor to the Authority for the latter's decision which shall be final.

10. Equal Employment Opportunity:

During the performance of this Contract, the Contractor agrees:

- a. The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or any protected class. The Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or protected class. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Authority setting forth the provisions of this nondiscrimination clause.
 - b. The Contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants shall receive consideration for employment without regard
-

PROVIDENCE HOUSING AUTHORITY

to race, color, religion, sex or national origin.

- c. The Contractor shall cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

11. Discrimination Because of Certain Labor Matters:

No person employed on the work covered by this Contract shall be discharged or in any way discriminated against because they have filed any complaint or instituted or caused to be instituted any proceeding or have testified or are about to testify in any proceeding under or relating to the labor standards applicable hereunder to their employer.

12. Compliance with Local Laws:

The Contractor shall comply with all applicable laws, ordinances, and codes of the State and local governments, and shall commit no trespass on any public or private property in performing any of the work embraced by this Contract.

13. Subcontracting:

None of the services covered by this Contract shall be subcontracted without the prior written consent of the Authority. The Contractor shall be as fully responsible to the Authority for the acts and omissions of their subcontractors, and of persons either directly or indirectly employed by them, as Contractor is for the acts and omissions of persons directly employed by them.

Unauthorized sub-contracting is prohibited. The successful proposer shall not assign any right, nor delegate any duty for the work proposed pursuant to this RFB (including, but not limited to, selling, or transferring the contract) without the prior written consent of the PHA. Any purported assignment of interest or delegation of duty, without the prior written consent of the PHA, shall be void and may result in the cancellation of the contract with the PHA or may result in the full or partial forfeiture of funds paid to the successful proposer as a result of the proposed contract.

14. Assignability:

The Contractor shall not assign any interest in this Contract and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the Authority: Provided, however, that claims for money due or to become due the Contractor from the Authority under this Contract may be assigned to a bank, trust company, or other financial institution, or to a Trustee in Bankruptcy, without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Authority.

15. Interest of Members of Authority:

No member of the governing body of the Authority, and no other officer, employee, or agent of the Authority who exercises any functions or responsibilities in connection with the carrying out of the Project to which this Contract pertains, shall have any personal interest, direct or indirect, in this Contract.

16. Interest of Other Local Public Officials:

No member of the governing body of the locality in which the Project Area is situated, and no other public official of such locality, who exercises any functions or responsibilities in the review or approval of the carrying out of the Project to which this Contract pertains, shall have any personal interest, direct or indirect, in this Contract.

17. Interest of Certain Federal Officials:

No member of or Delegate to the Congress of the United States, and no Resident Commissioner, shall be admitted to any share or part of this Contract or to any benefit to arise herefrom.

18. Interest of Contractor:

The Contractor covenants that they presently have no interest and shall not acquire any interest, direct or indirect, in the above-described Project Area or any parcels therein or any other interest which would conflict

PROVIDENCE HOUSING AUTHORITY

in any manner or degree with the performance of their services hereunder. The Contractor further covenants that in the performance of this Contract no person having any such interest shall be employed.

19. Findings Confidential:

All the reports, information, data, etc., prepared or assembled by the Contractor under this Contract are confidential and the Contractor agrees that they shall not be made available to any individual or organization without the prior written approval of the Authority.

20. Royalties and Patents:

The Contractor shall pay all royalties and license fees. It shall defend all suits or claims for infringement of any patent rights and shall save the Authority harmless from loss on account thereof; except that the Authority shall be responsible for all such loss when a particular design, process or the product of a particular manufacturer or manufacturers is specified and the Contractor has no reason to believe that the specified design, process, or product is an infringement. If, however, the Contractor has any reason to believe that any design, process, or product specified is an infringement of a patent, the Contractor shall promptly notify the Contracting Officer. Failure to give such notice shall make the Contractor responsible for resultant loss.

21. Examination and Retention of Contractor's Records:

- a. The Authority, HUD, or Comptroller General of the United States, or any of their duly authorized representatives shall, until three (3) years after final payment under this contract, have access to and the right to examine any of the Contractor's directly pertinent books, documents, papers, or other records involving transactions related to this contract for the purpose of making audit, examination, excerpts, and transcriptions.
- b. The Contractor shall include in first-tier subcontracts under this contract a clause substantially the same as paragraph (a) above. "Subcontract", as used in this clause, excludes purchase orders not exceeding \$10,000.
- c. The periods of access and examination in paragraphs (a) and (b) above for records relating to (1) appeals, (2) litigation or settlement of claims arising from the performance of this contract, or (3) costs and expenses of this contract to which the Authority, HUD, or Comptroller General or any of their duly authorized representatives has taken exception shall continue until disposition of such appeals, litigation, claims or exceptions.

22. Warranty of Title:

The Contractor warrants good title to all materials, supplies, and equipment incorporated in the work and agrees to deliver the premises together with all improvements thereon or any material delivered under this contract free from any claims, liens, or charges, and agrees further that neither it nor any other person, firm or corporation shall have any right to a lien upon the premises or anything appurtenant thereto.

23. Insurance:

The Contractor is required to obtain the following insurance policies, to include owners' and contractors' protective liability coverage, to protect the PHA and the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation and its affiliates from any claims arising from the Contractor's operations. Before beginning this Contract's engagement, the Contractor and each subcontractor shall furnish the Authority with Certificates of Insurance showing that the following insurance is in full force and effect and will insure all deliverables under the Contract through the term of the Contract and for at least one (1) year following the conclusion of the term of the Contract (unless a longer period is specified below). Coverage limits may be satisfied through a combination of primary and Umbrella/Excess policies. Umbrella/Excess policies shall follow form of the underlying coverage. All insurance shall be carried with insurance carriers that are financially responsible and authorized to do business in Rhode Island and that have an A.M. Best rating of "A-" or better.

- a. **Workers' Compensation** in accordance with statutory limits set by the Rhode Island Workers' Compensation Laws for all employees engaged under this Contract.
-

PROVIDENCE HOUSING AUTHORITY

- b. **Professional Liability Insurance.** Professional liability insurance coverage of at least \$5,000,000 for each claim or occurrence; \$5,000,000 aggregate. If coverage is on a claims-made form, then coverage shall be maintained for a period of three (3) years following the conclusion of the term of the Contract.
 - c. **Commercial General Liability** which is comprehensive general Liability insurance with bodily injury and property damage. The minimum amount of required coverage is: \$10,000,000 per occurrence bodily injury and property damage; \$10,000,000 per occurrence personal and advertising injury; \$11,000,000 products-completed operations aggregate; \$11,000,000 general annual aggregate. Products-completed operations coverage shall be maintained for a period of ten (10) years or the applicable statute of repose, whichever is greater, following the conclusion of the term of the Contract. The policy shall cover all operations of the contractor in connection with the project, and Contractor shall hold PHA harmless for any injuries to persons and/or property on site.
 - d. **Commercial Automobile Liability** on owned, non-owned, and hired motor vehicles used on or in connection with the project and site(s) for a combined single limit for bodily injury and property damage of not less than \$10,000,000 per occurrence.
 - e. **Employers' Liability:** \$10,000,000 each accident bodily injury; \$10,000,000 bodily injury by disease each employee.
 - f. **Pollution Liability:** \$1,000,000 per occurrence; \$1,000,000 aggregate; if coverage is on a claims-made or discovered form, then coverage shall be maintained for a period of three (3) years following the conclusion of the term of the Contract.
 - g. **Builders Risk or Inland Marine Insurance:** All-risk property insurance covering loss or damage to property or equipment used in connection with the provision of the services and/or deliverables under this Contract.
 - h. For each of the Certificates of Insurance described in paragraphs (a), (b), (c), (d), (e), (f), and (g) herein, the Contractor shall ensure and certify that: (i) the policy holder has added the Authority and the Boston Celtics Shamrock Foundation, Inc. and its affiliates as Additional Insureds for ongoing and completed operations on a primary and non-contributory basis; (ii) the policy may not be canceled without providing the Authority and the Boston Celtics Shamrock Foundation, Inc. with written notice of such cancellation at least ten (10) calendar days in advance of such cancellation; and (iii) the policy provides a waiver of subrogation in favor of the Authority and the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation and its affiliates. Within ten (10) days of Award of work, and annually thereafter, at least ten (10) business days prior to the expiration of each required insurance policy, Contractor shall provide the Authority with certificates of insurance evidencing compliance with all insurance provisions noted above, including, but not limited to, a copy of the actual Insurer's policy endorsement evidencing it has added the Authority and the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation and its affiliates as Additional Insureds on Contractor's policies for ongoing and completed operations on a primary and non-contributory basis and that each such policy provides a waiver of subrogation in favor of the Authority and the Boston Celtics Shamrock Foundation, Inc. and Amica Companies Foundation and its affiliates.
 - i. **Hold Harmless and Indemnification.** Nothing in this Agreement shall be construed to mean that Providence the Housing Authority assumes any liability for damages or otherwise on account of accidents to persons or property, including but not limited to accidents arising or resulting from Contractor's operations. Contractor shall be solely responsible for supervising all its own, and its sub-contractors', operations, including, but not limited to, losses arising from the willful and/or negligent actions of its own and/or its sub-contracted staff and all personal injuries occurring due to the execution of this contract's duties.
 - j. **Indemnification.** Except to the extent caused by the negligence of the Housing Authority, Contractor shall indemnify, protect and hold harmless the Housing Authority to the fullest extent permitted by law from
-

PROVIDENCE HOUSING AUTHORITY

and against all liabilities, costs (including reasonable attorney fees), losses and claims of any kind or nature imposed on, incurred by, or asserted against the Housing Authority arising out of the active or passive negligence or willful actions of Contractor, and/or its sub-contractors, in any way connected with the completion of the work and its/their operations. Contractor shall, at its own expense, pay all expenses and provide attorneys reasonably acceptable to the Housing Authority to defend and/or seek enforcement of the provisions hereof on behalf of the Housing Authority in matters regarding the indemnity contained herein. The terms and conditions of this provision shall survive the term/period of performance of this Agreement.

24. Additional Provisions:

- a. **Prohibition Against Gratuities:** It shall be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or bid therefore.
- b. **Prohibition Against Kickbacks:** It shall be a breach of ethical standards for any payment gratuity or offer of employment to be made by or on behalf of a sub consultant under a contract to the prime contractor or any person associated therewith, as an inducement for the award of a subcontract or order.
- c. **Assignment-Consent Required:** The provisions of a contract shall inure to the benefit of and shall be binding upon the respective successors and assignees of the parties hereto. Such contract nor any of the rights and obligations of the Contractor hereunder shall not be assigned, subcontracted, or transferred in whole or in part without the prior written consent of the PHA. Any such assignment transfer or subcontract shall not release the Contractor from its obligation hereunder. Any approved assignee shall assume each and every obligation of the Contractor hereunder and PHA may contract with or reimburse any such assignee without waiving any of its rights against the Contractor.
- d. **Entire Contract:** Such contract shall set forth the entire Agreement between the parties with respect to the subject matter hereof and shall govern the respective duties and obligations of the parties until and unless a more formal Agreement is entered into between the parties.
- e. **Force Majeure:** No party to such contract shall have any liability to the other hereunder by reason of any delay or failure to perform any obligation or covenant if the delay or failure to perform is occasioned by any act of God, force majeure, storm, fire, casualty, civil disturbance, riot, war, national emergency, act of Government, act of public enemy or other cause of similar nature beyond its control.
- f. **Ownership of Documents:** All data and records prepared or obtained under this Agreement shall be made available, upon request, to the PHA without restriction or limitation on their use.
- g. **Access to Records:** The Contractor shall maintain books, records, documents, and other evidence directly pertinent to performance of work under this Agreement in accordance with accepted professional practice and appropriate accounting procedures and practices. Audits conducted pursuant to this provision shall be in accordance with generally accepted auditing standards and formally established audit regulations, procedures and guidelines of the reviewing or audit agency.

The PHA shall have exclusive ownership of all proprietary interest in, and the right to full and exclusive possession of all data, information, materials, and documents obtained, discovered, or produced by Contractor pursuant to the terms of this Contract, including but not limited to reports, memoranda, letters, or other correspondence and materials obtained during the performance of services or tasks under this Contract.

- h. **Personally Identifiable Information (PII) and Findings Confidential:** Contractor agrees to comply with the Privacy Act of 1974 (the Act) and all rules and regulations issued pursuant to it in the collection and use of protected Personally Identifiable Information. And, all reports, information, data, etc., prepared or assembled by or for the Contractor and/or PHA under this Agreement containing private or confidential
-

PROVIDENCE HOUSING AUTHORITY

of recipients of public housing assistance (except as may be expressly authorized) or any other such protected information shall not be made available to any individual or organization other than the PHA without the prior written approval of the PHA.

Contractor also agrees to comply with the RI Identity Theft Protection Act and all other pertinent data security and cyber security: laws, HUD regulations and commercially reasonable best practices.

- i. **Modification of Contract:** Such Contract may be modified only by written amendment executed by both parties.
 - j. **Partnerships/Joint Ventures:** Such Agreement shall not in any way be construed or intended to create a partnership or joint venture between the parties or among any of the parties. None of the parties of a contract shall hold itself out in a manner contrary to the terms of this Contract. No party shall become liable for any representation, act, or omission of any other party contrary to the terms of this Contract.
 - k. **Waiver:** No waiver of any provision of such contract shall affect the right of the PHA thereafter to enforce such provision or to exercise any right or remedy available to it in the event of any other default.
 - l. **Conflict:** If any term of any contract and/or document in this matter conflicts with any term of any other contract and/or document in this matter, the term(s) most favorable to the PHA shall prevail.
-

APPENDIX B

EEO AND DAVIS BACON REQUIREMENTS

- LAWS ENFORCED BY E.E.O.
- DAVIS-BACON ACT WAGE DECISION
- CERTIFIED PAYROLL FORM WH-347 {SAMPLE}
- INSTRUCTIONS FOR COMPLETING PAYROLL FORM, WH-347
- HUD-11 RECORD OF EMPLOYEE INTERVIEW {SAMPLE}
- DAVIS BACON ACT POSTER

PROVIDENCE HOUSING AUTHORITY

LAWS ENFORCED BY E.E.O.C.

The Equal Pay Act of 1963 (EPA)

This law makes it illegal to pay different wages to men and women if they perform equal work in the same workplace. The law also makes it illegal to retaliate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.

Title VII of the Civil Rights Act of 1964 (Title VII)

This law makes it illegal to discriminate against someone on the basis of race, color, religion, national origin, or sex. The law also makes it illegal to retaliate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit. The law also requires that employers reasonably accommodate applicants' and employees' sincerely held religious practices, unless doing so would impose an undue hardship on the operation of the employer's business.

The Age Discrimination in Employment Act (ADEA) of 1967

This law protects people who are 40 or older from discrimination because of age. The law also makes it illegal to retaliate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.

Sections 501 and 505 of the Rehabilitation Act of 1973

This law makes it illegal to discriminate against a qualified person with a disability in the federal government. The law also makes it illegal to retaliate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit. The law also requires that employers reasonably accommodate the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, unless doing so would impose an undue hardship on the operation of the employer's business.

The Pregnancy Discrimination Act (PDA) of 1978

This law amended Title VII to make it illegal to discriminate against a woman because of pregnancy, childbirth, or a medical condition related to pregnancy or childbirth. The law also makes it illegal to retaliate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.

Title I of the Americans with Disabilities Act (ADA) of 1990

This law makes it illegal to discriminate against a qualified person with a disability in the private sector and in state and local governments. The law also makes it illegal to retaliate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit. The law also requires that employers reasonably accommodate the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, unless doing so would impose an undue hardship on the operation of the employer's business.

Sections 102 and 103 of the Civil Rights Act of 1991

Among other things, this law amends Title VII and the ADA to permit jury trials and compensatory and punitive damage awards in intentional discrimination cases.

PROVIDENCE HOUSING AUTHORITY

Government Employee Rights Act (GERA) of 1991 (If Applicable)

GERA protects certain state government employees from discrimination on the basis of race, color, religion, sex, national origin, age, or disability. Protected applicants or employees include any individual chosen or appointed by a person elected to public office in any State or political subdivision of any State to be a member of the elected official's personal or policymaking staff or to advise the official on the constitutional or legal powers of the office.

Rehabilitation Act Amendments of 1992

The 1992 Amendments changed the earlier Rehabilitation Act term "handicapped person" to "individual with a disability" and provided that the standards applied under Title I of the ADA apply to employment discrimination determinations.

Notification and Federal Employee Antidiscrimination and Retaliation Act (No FEAR Act) of 2002 (If Applicable)

The No FEAR Act requires federal agencies to be accountable for violations of anti-discrimination and whistleblower protection laws by paying for settlements, awards, or judgments against them in whistleblower and discrimination cases out of their own budgets.

The Genetic Information Nondiscrimination Act (GINA) of 2008

Effective – November 21, 2009. This law makes it illegal to discriminate against employees or applicants because of genetic information. Genetic information includes information about an individual's genetic tests and the genetic tests of an individual's family members, as well as information about any disease, disorder or condition of an individual's family members (i.e. an individual's family medical history). The law also makes it illegal to retaliate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.

Elijah E. Cummings Federal Employee Antidiscrimination Act (Elijah E. Cummings Act) of 2020 (If Applicable)

The Cummings Act requires federal agencies to enhance transparency about discrimination or retaliation affecting their own workforce.

Pregnant Workers Fairness Act of 2022

The PWFA requires covered employers to provide reasonable accommodations to an employee's or applicant's known limitations related to pregnancy, childbirth, or related medical conditions, unless the accommodation will cause the employer an undue hardship.

"General Decision Number: RI20250002 09/05/2025

Superseded General Decision Number: RI20240002

State: Rhode Island

Construction Type: Residential

Counties: Bristol, Kent, Providence and Washington Counties in Rhode Island.

RESIDENTIAL CONSTRUCTION PROJECTS (consisting of single family homes and apartments up to and including 4 stories)

Note: Contracts subject to the Davis-Bacon Act are generally required to pay at least the applicable minimum wage rate required under Executive Order 14026 or Executive Order 13658. Please note that these Executive Orders apply to covered contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but do not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(1).

If the contract is entered into on or after January 30, 2022, or the contract is renewed or extended (e.g., an option is exercised) on or after January 30, 2022:	. Executive Order 14026 generally applies to the contract. . The contractor must pay all covered workers at least \$17.75 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in 2025.
If the contract was awarded on or between January 1, 2015 and January 29, 2022, and the contract is not renewed or extended on or after January 30, 2022:	. Executive Order 13658 generally applies to the contract. . The contractor must pay all covered workers at least \$13.30 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on that contract in 2025.

The applicable Executive Order minimum wage rate will be adjusted annually. If this contract is covered by one of the Executive Orders and a classification considered necessary for performance of work on the contract does not appear on this wage determination, the contractor must still submit a conformance request.

Additional information on contractor requirements and worker protections under the Executive Orders is available at <http://www.dol.gov/whd/govcontracts>.

Modification Number Publication Date

0	01/03/2025
1	03/14/2025
2	07/04/2025
3	07/18/2025
4	07/25/2025
5	09/05/2025

ASBE0006-009 09/01/2024

	Rates	Fringes
--	-------	---------

INSULATOR - PIPE & PIPEWRAPPER

Includes application of
all insulating materials,
protective coverings,
coatings & finishes to all
types of mechanical systems.\$ 49.91 36.63

ELEC0099-004 06/01/2025

	Rates	Fringes
--	-------	---------

ELECTRICIAN.....\$ 42.09 5.41%+15.64

FOOTNOTE: Work of a hazardous nature, or where the work
height is 30 feet or more from the floor, except when
working OSHA-approved lifts: 20% per hour additional.

ELEV0039-002 01/01/2025

	Rates	Fringes
--	-------	---------

ELEVATOR MECHANIC.....\$ 64.52 38.435+a+b

FOOTNOTES:

a. PAID HOLIDAYS: New Years Day; Memorial Day; Independence
Day; Labor Day; Veterans' Day; Thanksgiving Day; the Friday
after Thanksgiving Day; and Christmas Day.

b. Employer contributes 8% basic hourly rate for 5 years or
more of service of 6% basic hourly rate for 6 months to 5
years of service as vacation pay credit.

ENGI0057-004 12/01/2021

	Rates	Fringes
--	-------	---------

Power Equipment Operator

Grader and Roller.....	\$ 39.90	28.25+a
Paver.....	\$ 40.82	28.25+a

a. FOOTNOTES: Any employee who works 3 days in the week in
which a holiday falls shall be paid for the holiday.

a. PAID HOLIDAYS: New Year's Day, President's Day, Memorial
Day, July Fourth, Victory Day, Labor Day, Columbus Day,
Veterans Day, Thanksgiving Day & Christmas Day.

Hazmat work: \$2.00 per hour additional.
Tunnel/Shaft work: \$5.00 per hour additional.

* ROOF0033-002 08/01/2025

	Rates	Fringes
ROOFER.....	\$ 53.53	35.69

* SURI1999-002 04/12/1999

	Rates	Fringes
BRICKLAYER.....	\$ 20.45	11.40
CARPENTER		
Including Acoustical Ceiling Installation, Drywall Hanging, & Metal Stud Framing.....	\$ 15.32 **	9.65
Cement Mason/Finisher.....	\$ 20.45	11.40
Drywall Finisher/Taper.....	\$ 20.55	8.50
FLOOR LAYER: Carpet.....	\$ 15.62 **	9.65
INSULATOR - BATT.....	\$ 19.56	9.65
LABORER		
Unskilled, Landscape, & Brick Mason Tender.....	\$ 18.47	8.10
PAINTER (Brush and Roller).....	\$ 20.55	8.50
PLASTERER.....	\$ 13.50 **	2.45
PLUMBER.....	\$ 23.96	8.95
Power Equipment Operator Backhoe.....	\$ 20.27	8.98
SPRINKLER FITTER.....	\$ 24.24	9.81

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

=====

** Workers in this classification may be entitled to a higher minimum wage under Executive Order 14026 (\$17.75) or 13658 (\$13.30). Please see the Note at the top of the wage determination for more information. Please also note that the minimum wage requirements of Executive Order 14026 are not currently being enforced as to any contract or subcontract to which the states of Texas, Louisiana, or Mississippi, including their agencies, are a party.

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including

preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at <https://www.dol.gov/agencies/whd/government-contracts>.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (iii)).

The body of each wage determination lists the classifications and wage rates that have been found to be prevailing for the type(s) of construction and geographic area covered by the wage determination. The classifications are listed in alphabetical order under rate identifiers indicating whether the particular rate is a union rate (current union negotiated rate), a survey rate, a weighted union average rate, a state adopted rate, or a supplemental classification rate.

Union Rate Identifiers

A four-letter identifier beginning with characters other than ""SU"", ""UAVG"", ?SA?, or ?SC? denotes that a union rate was prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2024. PLUM is an identifier of the union whose collectively bargained rate prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. The date, 07/01/2024 in the example, is the effective date of the most current negotiated rate.

Union prevailing wage rates are updated to reflect all changes over time that are reported to WHD in the rates in the collective bargaining agreement (CBA) governing the classification.

Union Average Rate Identifiers

The UAVG identifier indicates that no single rate prevailed for those classifications, but that 100% of the data reported for the classifications reflected union rates. EXAMPLE: UAVG-OH-0010 01/01/2024. UAVG indicates that the rate is a weighted union average rate. OH indicates the State of Ohio. The next number, 0010 in the example, is an internal number used in producing the wage determination. The date, 01/01/2024 in the example, indicates the date the wage determination was updated to reflect the most current union average rate.

A UAVG rate will be updated once a year, usually in January, to reflect a weighted average of the current rates in the collective bargaining agreements on which the rate is based.

Survey Rate Identifiers

The ""SU"" identifier indicates that either a single non-union rate prevailed (as defined in 29 CFR 1.2) for this classification in the survey or that the rate was derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As a weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SUFL2022-007 6/27/2024. SU indicates the rate is a single non-union prevailing rate or a weighted average of survey data for that classification. FL indicates the State of Florida. 2022 is the year of the survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. The date, 6/27/2024 in the example, indicates the survey completion date for the classifications and rates under that identifier.

?SU? wage rates typically remain in effect until a new survey is conducted. However, the Wage and Hour Division (WHD) has the discretion to update such rates under 29 CFR 1.6(c)(1).

State Adopted Rate Identifiers

The ""SA"" identifier indicates that the classifications and prevailing wage rates set by a state (or local) government were adopted under 29 C.F.R 1.3(g)-(h). Example: SAME2023-007 01/03/2024. SA reflects that the rates are state adopted. ME refers to the State of Maine. 2023 is the year during which the state completed the survey on which the listed classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. The date, 01/03/2024 in the example, reflects the date on which the classifications and rates under the ?SA? identifier took effect under state law in the state from which the rates were adopted.

WAGE DETERMINATION APPEALS PROCESS

1) Has there been an initial decision in the matter? This can be:

- a) a survey underlying a wage determination
- b) an existing published wage determination
- c) an initial WHD letter setting forth a position on a wage determination matter
- d) an initial conformance (additional classification and rate) determination

On survey related matters, initial contact, including requests for summaries of surveys, should be directed to the WHD Branch of Wage Surveys. Requests can be submitted via email to davisbaconinfo@dol.gov or by mail to:

Branch of Wage Surveys
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

Regarding any other wage determination matter such as conformance decisions, requests for initial decisions should be directed to the WHD Branch of Construction Wage Determinations. Requests can be submitted via email to BCWD-Office@dol.gov or by mail to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

2) If an initial decision has been issued, then any interested party (those affected by the action) that disagrees with the decision can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Requests for review and reconsideration can be submitted via email to dba.reconsideration@dol.gov or by mail to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210.

=====
END OF GENERAL DECISION"

U.S. Department of Labor

Wage and Hour Division

Davis-Bacon and Related Acts Weekly Certified Payroll Form

(For Contractor's Optional Use; See Instructions at www.dol.gov/whd/forms/wh347instr.htm)

Unless otherwise noted, the information requested is specific to the named project below.

Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.



Rev. January 2025

OMB No.: 1235-0008

Expires: 01/31/2028

☐ SUBMISSION OF FINAL DBRA CERTIFIED PAYROLL FORM☐ PRIME CONTRACTOR☐ SUBCONTRACTOR

PROJECT NAME				PROJECT NO. or CONTRACT NO.			CERTIFIED PAYROLL NO.		PRIME CONTRACTOR'S/SUBCONTRACTOR'S BUSINESS NAME																
PROJECT LOCATION				WAGE DETERMINATION NO.			WEEK ENDING DATE		PRIME CONTRACTOR'S/SUBCONTRACTOR'S BUSINESS ADDRESS																
(1A)	(1B)	(1C)	(1D)	(1E)	(2)	(3)	(4)							(5)	(6A)	(6B)	(6C)	(7A)	(7B)	(8)				(9)	
WORKER ENTRY NO.	WORKER LAST NAME	WORKER FIRST NAME	WORKER MIDDLE INITIAL	WORKER IDENTIFYING NO.	(J) JOURNEYWORKER (RA) REGISTERED APPRENTICE	LABOR CLASSIFICATION	ST = STRAIGHT TIME OT = OVERTIME	(TOP) DAYS OF WORK WEEK (BOTTOM) DATES							TOTAL HOURS WORKED FOR WEEK	HOURLY WAGE RATE PAID FOR ST AND OT	TOTAL FRINGE BENEFIT CREDIT	PAYMENT IN LIEU OF FRINGE BENEFITS	GROSS AMT EARNED	GROSS AMT EARNED FOR ALL WORK	DEDUCTIONS FOR ALL WORK				NET PAY TO WORKER FOR ALL WORK
								HOURS WORKED EACH DAY													TAX WITH- HOLDINGS	FICA	OTHER (MUST SPECIFY, SEE INSTRUCTIONS)	TOTAL DEDUCTIONS	
							ST																		
							OT																		
							ST																		
							OT																		
							ST																		
							OT																		
							ST																		
							OT																		
							ST																		
							OT																		
							ST																		
							OT																		
							ST																		
							OT																		
							ST																		
							OT																		
							ST																		
							OT																		

While use of Form WH-347 itself is optional, covered contractors and subcontractors performing work on Federal or federally assisted construction contracts are required by the DBRA regulations and the contract clauses to submit payroll information on a weekly basis. The Copeland Act (40 U.S.C. § 3145) requires contractors and subcontractors performing work on Federal or federally financed construction contracts to, on a weekly basis, "furnish a statement on the wages paid each employee during the prior week." U.S. Department of Labor (DOL) Regulations at 29 C.F.R. § 5.5(a)(3)(ii) require contractors and subcontractors to submit weekly certified payrolls to the appropriate Federal agency if the agency is a party to the contract (or, if the agency is not such a party, to the applicant, sponsor, owner, or other entity, as the case may be, that maintains such records, for transmission to the Federal agency). Each certified payroll must be accompanied by a signed "Statement of Compliance" (e.g., page 2 of the WH-347 or another document with identical wording) indicating that the certified payrolls are accurate and complete, and that each laborer or mechanic has been paid not less than the required Davis-Bacon prevailing wage rate(s) (including any fringe benefits) for the work performed. DOL and contracting agencies receiving this information review the information to determine whether workers have received legally required wages and fringe benefits.

Public Burden Statement

We estimate that it will take an average of 55 minutes to complete this collection, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S3502, 200 Constitution Avenue, N.W. Washington, D.C. 20210 (over)

PROJECT NAME			PROJECT NO. or CONTRACT NO.		PAYROLL NO.		PRIME CONTRACTOR'S/SUBCONTRACTOR'S BUSINESS NAME																																																																																																																																																																							
PROJECT LOCATION					WEEK ENDING DATE		CERTIFYING OFFICIAL'S NAME AND TITLE																																																																																																																																																																							
I paid or supervised the payment of the laborers or mechanics working on the above project during the stated time period. I certify the following:																																																																																																																																																																														
☐	The payroll information submitted with this statement is correct and complete for the above project during the above period, and the wage and fringe benefit rates paid to the workers, including credit taken for the reasonably anticipated costs of a bona fide fringe benefit plan, fund or program, are not less than the applicable wage and fringe benefits rates for the classification(s) of work actually performed, as specified in the wage determination(s) incorporated into the contract.																																																																																																																																																																													
☐	All regular payrolls and all other basic records that the contractor is required to maintain for this payroll period are complete and accurate and will be made available upon request from the agency or the Department of Labor.																																																																																																																																																																													
☐	The classifications reported for each laborer or mechanic are the classification(s) of work that each worker actually performed.																																																																																																																																																																													
☐	Any workers paid as apprentices during the above period are duly registered in a bona fide apprenticeship program registered with the Office of Apprenticeship, Employment and Training Administration, United States Department of Labor ("OA"), or a State Apprenticeship Agency ("SAA") recognized by Department of Labor. I have verified the registered apprenticeship program information provided below as accurate and applicable to any apprentices identified on page 1 of this form.																																																																																																																																																																													
APPRENTICESHIP PROGRAM NAME					REGISTERED		NAME OF LABOR CLASSIFICATION																																																																																																																																																																							
					☐ OA ☐ SAA																																																																																																																																																																									
					☐ OA ☐ SAA																																																																																																																																																																									
					☐ OA ☐ SAA																																																																																																																																																																									
☐	Fringe benefits have been paid in cash and/or to bona fide fringe benefit plans, funds, or programs. Where the contractor is claiming an hourly credit for their contributions to or reasonably anticipated costs of a bona fide fringe benefit plan, fund, or program, provide plan information and the hourly credit claimed for each worker listed on the previous page of this form.																																																																																																																																																																													
HOURLY CREDIT FOR FRINGE BENEFITS <i>If an amount is listed in (6B) on the first page of this certified payroll form, enter the hourly credit claimed under each plan name, type and number for each worker and check whether the plan is funded or unfunded.</i> <table border="1"> <thead> <tr> <th rowspan="4">NAME OF WORKER</th> <th>FB NAME</th> <th></th> <th>FB NAME</th> <th></th> <th>FB NAME</th> <th></th> <th>FB NAME</th> <th></th> <th>FB NAME</th> <th></th> <th>FB NAME</th> <th></th> <th rowspan="4">TOTAL HOURLY CREDIT</th> </tr> <tr> <th>FB TYPE</th> <th></th> <th>FB TYPE</th> <th></th> <th>FB TYPE</th> <th></th> <th>FB TYPE</th> <th></th> <th>FB TYPE</th> <th></th> <th>FB TYPE</th> <th></th> </tr> <tr> <th>PLAN NO.</th> <th></th> <th>PLAN NO.</th> <th></th> <th>PLAN NO.</th> <th></th> <th>PLAN NO.</th> <th></th> <th>PLAN NO.</th> <th></th> <th>PLAN NO.</th> <th></th> </tr> <tr> <th>☐ Funded ☐ Unfunded</th> <th></th> <th>☐ Funded ☐ Unfunded</th> <th></th> <th>☐ Funded ☐ Unfunded</th> <th></th> <th>☐ Funded ☐ Unfunded</th> <th></th> <th>☐ Funded ☐ Unfunded</th> <th></th> <th>☐ Funded ☐ Unfunded</th> <th></th> </tr> </thead> <tbody> <tr> <td></td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>\$</td> </tr> <tr> <td></td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>\$</td> </tr> <tr> <td></td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>\$</td> </tr> <tr> <td></td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>\$</td> </tr> <tr> <td></td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>\$</td> </tr> <tr> <td></td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>\$</td> </tr> <tr> <td></td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>\$</td> </tr> <tr> <td></td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>Hourly Credit</td> <td>\$</td> <td>\$</td> </tr> </tbody> </table>													NAME OF WORKER	FB NAME		FB NAME		FB NAME		FB NAME		FB NAME		FB NAME		TOTAL HOURLY CREDIT	FB TYPE		FB TYPE		FB TYPE		FB TYPE		FB TYPE		FB TYPE		PLAN NO.		PLAN NO.		PLAN NO.		PLAN NO.		PLAN NO.		PLAN NO.		☐ Funded ☐ Unfunded		☐ Funded ☐ Unfunded		☐ Funded ☐ Unfunded		☐ Funded ☐ Unfunded		☐ Funded ☐ Unfunded		☐ Funded ☐ Unfunded			Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$		Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$		Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$		Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$		Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$		Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$		Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$		Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$
NAME OF WORKER	FB NAME		FB NAME		FB NAME		FB NAME		FB NAME		FB NAME			TOTAL HOURLY CREDIT																																																																																																																																																																
	FB TYPE		FB TYPE		FB TYPE		FB TYPE		FB TYPE		FB TYPE																																																																																																																																																																			
	PLAN NO.		PLAN NO.		PLAN NO.		PLAN NO.		PLAN NO.		PLAN NO.																																																																																																																																																																			
	☐ Funded ☐ Unfunded		☐ Funded ☐ Unfunded		☐ Funded ☐ Unfunded		☐ Funded ☐ Unfunded		☐ Funded ☐ Unfunded		☐ Funded ☐ Unfunded																																																																																																																																																																			
	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$																																																																																																																																																																	
	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$																																																																																																																																																																	
	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$																																																																																																																																																																	
	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$																																																																																																																																																																	
	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$																																																																																																																																																																	
	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$																																																																																																																																																																	
	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$																																																																																																																																																																	
	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	Hourly Credit	\$	\$																																																																																																																																																																	
☐	All workers on the project have been paid the full weekly wages earned, and no rebates or deductions have been or will be made either directly or indirectly, other than permissible deductions as defined in 29 CFR part 3.																																																																																																																																																																													
ADDITIONAL REMARKS																																																																																																																																																																														
SIGNATURE OF CERTIFYING OFFICIAL					DATE		TELEPHONE NUMBER			EMAIL ADDRESS																																																																																																																																																																				
							(____) ____ -____																																																																																																																																																																							
THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION (SEE SECTION 1001 OF TITLE 18 AND SECTION 3729 OF TITLE 31 OF THE UNITED STATES CODE), AS WELL AS DEBARMENT FROM FUTURE FEDERAL AND FEDERALLY-ASSISTED CONTRACTS. INFORMATION REPORTED IN CERTIFIED PAYROLLS MAY BE SUBJECT TO DISCLOSURE IN RESPONSE TO A FREEDOM OF INFORMATION ACT REQUEST.																																																																																																																																																																														

PROVIDENCE HOUSING AUTHORITY

INSTRUCTIONS FOR COMPLETING DAVIS-BACON AND RELATED ACTS WEEKLY CERTIFIED PAYROLL FORM, WH-347

U.S. DEPARTMENT OF LABOR

Wage and Hour Division

OMB Control No. 1235-0008, Expires 01/31/2028

General: Form WH-347 is available for the convenience of contractors and subcontractors to submit certified weekly payrolls in connection with their Federal or federally assisted construction contracts and subcontracts. Properly completed, this form will satisfy the requirements of the regulations in parts 3 and 5 of Title 29 of the Code of Federal Regulations (CFR) as to certified payrolls submitted in connection with contracts subject to the Davis-Bacon and Related Acts (DBRA).

While use of Form WH-347 itself is optional, covered contractors and subcontractors performing work on Federal or federally assisted construction contracts are required by the DBRA regulations and the contract clauses to submit payroll information on a weekly basis. The Copeland Act (40 U.S.C. § 3145) requires contractors and subcontractors performing work on Federal or federally financed construction contracts to, on a weekly basis, “furnish a statement on the wages paid each employee during the prior week.” U.S. Department of Labor (DOL) Regulations at 29 CFR 5.5(a)(3)(ii) require contractors and subcontractors to submit weekly certified payrolls to the appropriate Federal agency if the agency is a party to the contract (or, if the Federal agency is not party to the contract, to the applicant, sponsor, owner, or other entity, as the case may be, that maintains such records, for transmission to the Federal agency that provided the Federal assistance). Each certified payroll must be accompanied by a signed “Statement of Compliance” (e.g., page 2 of the WH-347 or another document with *identical* wording) indicating that the certified payrolls are accurate and complete, and that each laborer or mechanic has been paid not less than the required Davis-Bacon prevailing wage rate(s) (including any fringe benefits) for the work performed. DOL and contracting agencies receiving this information review the information to help determine whether workers have received legally required wages and fringe benefits.

Under the DBRA, contractors and subcontractors are required to pay not less than the prevailing wage, including fringe benefits, as predetermined by DOL. The contractor's obligation to pay fringe benefits may be met through the contractor's contributions to or reasonably anticipated costs of bona fide benefit plans, funds, or programs, or by paying workers cash in lieu of fringe benefits.

Form WH-347 provides fields for contractors and subcontractors to document all wages paid to each worker, whether paid entirely as cash wages or by a combination of cash wages and employer-provided bona fide fringe benefits, and provides for the contractor or subcontractor's certification in the Statement of Compliance (as shown on page 2 of Form WH-347) that the data and payroll information on the form are accurate and complete. The Statement of Compliance also provides for the representation that the contractor or subcontractor is paying its workers, including registered apprentices, at least the required wage rates, satisfying its fringe benefits obligations, and maintaining required payroll records.

Detailed instructions for completing the first page of Form WH-347 follow:

“Check Box” for Submission of Final DBRA Certified Payroll Form: Mark the box to indicate that this submission is for the final week of work on the project for the contractor or subcontractor.

“Check Box” for Prime Contractor or Subcontractor: Mark the appropriate box to indicate whether it is the prime contractor or a subcontractor on the project for which certified payroll is being reported.

PROVIDENCE HOUSING AUTHORITY

Project Name: Enter the name of the project on which you are reporting.

Project No. or Contract No.: Enter the project number or the prime contract number assigned by the relevant contracting agency (if available).

Certified Payroll No.: Beginning with the number "1", each weekly certified payroll that a contractor or subcontractor submits for a project should be given a payroll number. Enter the appropriate payroll number.

Prime Contractor's/Subcontractor's Business Name: Enter the business' legal name.

Project Location: Enter the complete address of the project, or, if there is no specific address, a description of the project location, including, at a minimum, the county or counties and state in which the project is located.

Wage Determination No.: Enter the wage determination number(s) and revision number(s) included in the covered contract and relevant to the submitted certified payroll form (e.g., if there are multiple wage determinations applicable to the project, please list all wage determinations that applied to the work performed by the workers in this pay period).

Week Ending Date: Enter the workweek ending date for this pay period.

Prime Contractor's/Subcontractor's Business Address: Enter the company's full business address.

Column 1A – Worker Entry No.: Beginning with the number "1", enter each worker's entry number (e.g., entry in row 2 may be 2, entry in row 3 may be 3, etc. If reporting more than 8 entries, row 1 on page 2 may be entry 9 and row 1 on page 3 may be entry 17, etc.). If a worker works in more than one labor classification during the course of the week, the contractor should show the number of hours the worker worked in each classification using separate rows. In such circumstances, the same worker entry number should be used on each row associated with the worker.

Column 1B – Worker Last Name: Self-explanatory.

Column 1C – Worker First Name: Self-explanatory.

Column 1D – Worker Middle Initial: Self-explanatory.

Column 1E – Worker Identifying No.: Enter each worker's individual identifying number (e.g., last four digits of the worker's social security number or any number specific to the individual worker) on each weekly certified payroll submitted. *Note: workers' full Social Security numbers must not be included.*

Column 2 – Journey worker / Registered Apprentice: Enter "J" if the worker is a journey worker or "RA" if the worker is a registered apprentice in an apprenticeship program approved by DOL's Office of Apprenticeship (OA) or a State Apprenticeship Agency (SAA). For registered apprentices, also list their level of progression within the approved program.

Column 3 – Labor Classification: List the labor classification for the work actually performed by each worker. Labor classifications are found in the applicable Davis-Bacon wage determination(s) that are included in the contract for this project. If the wage determination(s) does not include a labor classification for work that a worker has performed on this contract, contact the Contracting Officer or Agency representative immediately.

If a worker performed work in more than one labor classification during the week, the worker must be paid at least the rate specified for the appropriate labor classification for the time actually worked in that labor classification. In such circumstances, an accurate breakdown of hours worked in each labor

PROVIDENCE HOUSING AUTHORITY

classification must be shown on the submitted payroll by using a separate row for each labor classification in which the worker performed work. If the contractor did not maintain an accurate breakdown of hours worked by a worker in each labor classification, the worker must be paid for all hours worked using the highest applicable prevailing wage rate (basic hourly rate and fringe benefits).
Column 4 – Hours Worked Each Day: In column 4 in the table above row 1, please enter the first letter for each day of the contractor's workweek in each box on the top row and its corresponding date in each box on the second row below it. For example, if a contractor's workweek starts on Tuesday and ends on Monday, enter "T" for Tuesday in the first box of the first row and continue with the appropriate letter identifying the day of the week for each box ending with "M" on the last box of the first row. In the second row, enter the corresponding date for each day of the week. Please see example below:

T	W	T	F	S	S	M
6/16	6/17	6/18	6/19	6/20	6/21	6/22

For worker-specific entries, please enter hours worked on this project as straight time ("ST") and overtime ("OT") in the applicable boxes. On all contracts subject to the Contract Work Hours and Safety Standards Act (CWHSSA), enter hours worked on this project in excess of 40 hours total in the week as overtime ("OT") (including hours worked on and off the site of the work of the covered contract). **Note:** For more information about compliance with overtime requirements on Federal and federally assisted contracts, please visit [Overtime Pay on Government Contracts](#).

Column 5 – Total Hours Worked for the Week: Enter the total number of the hours worked entered in column four.

Column 6A – Hourly Wage Rate Paid for ST and OT: For each worker, list the actual hourly rate paid for straight time (top row) and overtime (bottom row) worked for work in the classification indicated in column 3. If the worker was paid at a higher rate than the wage rate required on the wage determination, indicate the wage rate the worker was actually paid. *Note: do not include cash payments in lieu of fringe benefits in this column.*

Column 6B – Total Fringe Benefit Credit: Enter the total of the contractor's or subcontractor's contributions to or reasonably anticipated costs of bona fide fringe benefit plans, funds, or programs for which the contractor or subcontractor is taking a credit toward satisfying Davis-Bacon prevailing fringe benefit rates as listed on page 2 of Form WH-347 under "Hourly Credit for Fringe Benefits". This amount should equal the worker's total hours worked in this period multiplied by the hourly credit for fringe benefits as listed under the Total Hourly Credit column on page 2 of Form WH-347 under "Hourly Credit for Fringe Benefits".

Column 6C – Payment in Lieu of Fringe Benefits: Enter the total amount in cash provided in lieu of fringe benefits to the worker during the workweek. This amount should equal the worker's total hours worked in this period multiplied by the hourly rate provided to the worker as cash in lieu of fringe benefits.

Column 7A – Gross Amount Earned: Enter the worker's gross amount earned for the workweek for hours worked on this Federal or federally assisted project.

Column 7B –Gross Amount Earned for all Work: If part of a worker's weekly wage was earned on projects or work other than the project described on this payroll, including non-DBRA covered projects, enter in column 7B the total gross amount earned during the week for all work performed during the week.

PROVIDENCE HOUSING AUTHORITY

Column 8 – Deductions for all Work: Enter all deductions made from worker's total gross amount earned for all work (Column 7B). Columns are provided for entering deductions made for tax withholdings, FICA, and "Other" deductions. If the amount under "Other" deductions is specific to one deduction, please describe the deduction under "Additional Remarks" on page 2 of this certified payroll form. If the amount under the "Other" deductions made from the worker's pay is a result of more than one deduction, submit an addendum that itemizes each deduction and includes a description and amount for each deduction listed on that document. Enter the total amount for all deductions actually made under the "Total Deductions" column (include the amounts listed under the Tax Withholdings, FICA and Other columns). All deductions must be in accordance with the provisions of the Copeland Act Regulations, 29 CFR part 3. If a worker worked on other jobs in addition to this project, do not prorate the deductions; instead, show actual deductions from the worker's weekly gross wage for all projects. *Note: Except for deductions listed in 29 CFR 3.5, all deductions must have prior approval from the Department of Labor.*

Column 9 – Net Payment to Worker for All Work: Enter the actual dollar amount paid to the worker for all hours worked across all projects (including non-DBRA covered projects) during the week.

Detailed instructions for completing the second page of Form WH-347 follow:

Project Name: Enter the name of the project on which you are reporting.

Project No. Or Contract No.: Enter the project or prime contract number associated with your contract assigned by the relevant contracting agency (if available).

Payroll No.: Beginning with the number "1", each weekly certified payroll that a contractor or subcontractor submits for a project should be given a payroll number. Enter the appropriate payroll number.

Prime Contractor's/Subcontractor's Business Name: Enter the business' legal name.

Project Location: Enter the complete address of the project, or, if there is no specific address, a description of the project location, including, at a minimum, the county or counties and state in which the project is located.

Week Ending Date: Enter the workweek ending date for this pay period.

Certifying Official's Name and Title: Print the name and official title of the contractor or subcontractor, or their agent who paid or supervised the payment of the workers under the contract during the weekly time period covered by the form.

Statement of Compliance: While the "Statement of Compliance" need not be notarized, the statement (on page 2 of this certified payroll form) is subject to the penalties provided by 18 U.S.C. § 1001, namely, a fine, possible imprisonment of not more than 5 years, or both. Accordingly, the party signing this statement should have knowledge of the facts represented as true.

If applicable, please "check" each of the 6 boxes certifying the accompanying statement as accurate. Boxes 1, 2, 3 and 6 (i.e., the first three boxes and the last box) always **must** be checked to certify that the contractor or subcontractor completing the form is in compliance with the DBRA.

If any worker is being paid as an apprentice during the period, **box 4 must** be checked and each program name in which the contractor has registered apprentices working on the project during this payroll period must be listed, with the appropriate box checked to indicate whether the apprenticeship program is registered with DOL's Office of Apprenticeship (OA) or a State Apprenticeship Agency (SAA), and the name of the labor classification entered. If more than three entries are required, please submit an addendum providing the requested information with the

PROVIDENCE HOUSING AUTHORITY

submission of the certified payroll. If box 4 is not applicable, do not check the box and enter "Not Applicable" or "N/A" in the entry subsection, under Apprenticeship Program Name.

If the contractor or subcontractor is claiming an hourly credit for their contributions to or reasonably anticipated costs of bona fide fringe benefit plans, funds, or programs, box 5 must be checked and the subsections titled "Hourly Credit for Fringe Benefits" must be completed. In the first column, list each worker entry number (entered in column 1A on the first page) and name of worker for whom the contractor or subcontractor claimed an hourly fringe benefit credit (this should mirror the worker names and order found on Page 1 of the certified payroll form). In the following columns, list each fringe benefit plan name in the top row, fringe benefit plan type in the second row, fringe benefit plan number in the third row, mark whether the fringe benefit plan is funded or unfunded in the fourth row, and state the hourly amount of credit claimed for each worker under each applicable plan in the rows below. In the last column, list the total hourly cost of fringe benefit provided for each worker. Where the contractor or subcontractor is claiming a credit for the reasonably anticipated costs of fringe benefits provided directly by the contractor (commonly referred to as an "unfunded plan"), the contractor or subcontractor must have prior approval from the Department of Labor prior to claiming such credit as required in 29 CFR 5.28. If more than six bona fide fringe benefits are provided to the workers for which the contractor is claiming a credit, submit an addendum for each providing the information requested in this section.

Note: *If the contractor or subcontractor is meeting its fringe benefit obligations partially through contributions to or reasonably anticipated costs of a bona fide fringe benefit plan and partially through the payment of cash in lieu of fringe benefits, the contractor or subcontractor should enter the respective amounts in this section and in column 6C (Cash Payment in Lieu of Fringe Benefits) on page 1. If the contractor or subcontractor is meeting its fringe benefits obligations by simply paying the cash equivalent to each worker, check the box but do not complete the subsection, because those payments will be reported under column 6C (Cash Payment in Lieu of Fringe Benefits) on page 1.*

Additional Remarks: Optional space for additional information on deductions, hourly cost of fringe benefits, or explanations. If more space is needed, please continue remarks on a separate page. If the optional space or separate pages are used, please include all contractor and project information required by the form.

Signature of Certifying Official, Date, Telephone Number, and Email Address: The Statement of Compliance must be signed by the contractor or subcontractor, or their agent who paid or supervised the payment of the workers under the contract during the weekly time period covered by the form. Enter the phone number and email address of the individual who is signing the statement and the date signed. Legally valid electronic signatures are acceptable. A legally valid electronic signature includes any electronic process that indicates acceptance of the certified payroll record and includes an electronic method of verifying the signer's identity. **Note:** *Photocopies or scanned copies of signatures do not satisfy this requirement.*

Public Burden Statement: We estimate that it will take an average of 55 minutes to complete this collection of information, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection of information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

Record of Employee Interview	U.S. Department of Housing and Urban Development Office of Davis-Bacon and Labor Standards	OMB Approval No. 2501-0009 (exp. 03/31/2028)
---	---	---

Instructions

General:

This form is to be used by HUD and local agency staff for recording information gathered during on-site interviews with laborers and mechanics employed on projects subject to Federal prevailing wage requirements. Typically, the staff that will conduct on-site interviews and use this form are HUD staff and fee construction inspectors, HUD Labor Standards staff, and local agency labor standards contract monitors.

Information recorded on the form HUD-11 is evaluated for general compliance and compared to certified payroll reports submitted by the respective employer. The comparison tests the veracity of the payroll reports and may be critical to the successful conclusion of enforcement actions in the event of labor standards violations. The thoroughness and accuracy of the information gathered during interviews is crucial.

Note that the interview itself and the information collected on the form HUD-11 are considered confidential. Interviews should be conducted individually and privately. All laborers and mechanics employed on the job site must be made available for interview at the interviewer's request. The employee's participation, however, is voluntary. Interviews shall be conducted in a manner and place that are conducive to the purposes of the interview and that cause the least inconvenience to the employer(s) and the employee(s).

Completing the form HUD-11

Items 1a - 1c: Self-explanatory

Items 2a – 2d: Enter the employee's full name, a telephone number where the employee can be reached, email address and the employee's home address. Many construction workers use a temporary address in the locality of the project and have a more permanent address elsewhere from which mail may be forwarded to them. Obtain a more permanent address, if available. Ask the employee for a form of identification (e.g., driver's license) to verify their name.

Items 3a – 4c: Enter the employee's responses. Ask the employee about the frequency of pay (weekly, biweekly, semi-monthly or other).

Items 5 – 7: Be certain that the employee's responses are specific. For example, job classification (#5) must identify the trade involved (e.g., Carpenter, Electrician, Plumber) – responses such as "journeyman" or "mechanic" are not helpful for our purposes.

Items 8 – 12b: Self-explanatory

Items 13 – 15c: These items represent some of the most important information that can be gathered while conducting on-site interviews. Please be specific about the duties you observed the employee performing. It may be easiest to make these observations before initiating the interview. Please record any comments or remarks that may be helpful. For example, if the employee interviewed was working with a crew, how many workers were in the crew? Was the employee evasive?

The level of specificity that is warranted is directly related to the extent to which interview(s) or other observations indicate that there may be violations present. If interviews indicate that there may be underpayments involving a particular trade(s), the interviewer is encouraged to interview as many workers in that trade(s) that are available.

Items 16 – 17b: The information on the form HUD-11 may be reviewed for general compliance, initially. For example, are the job classification and wage rate stated by the employee compatible with the classifications and wage rates on the applicable wage decision? Are the duties observed by the interviewer consistent with the job classification?

Item 18: Please place here any additional information you may want to document or continuing information from other lines that do not fit in their block space.

Once the corresponding certified payroll reports are received, the information on the HUD-11 shall be compared to the payroll reports. Any discrepancies noted between the HUD-11 information and that on the payroll report shall be noted in Item 16, Remarks. If discrepancies are noted, follow-up actions to resolve the discrepancies must be taken.

Record of Employee Interview	U.S. Department of Housing and Urban Development Office of Davis-Bacon and Labor Standards	OMB Approval No. 2501-0009 (exp. 03/31/2028)
-------------------------------------	---	---

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. The information is collected to ensure compliance with the Federal labor standards by recording interviews with construction workers. The information collected will assist HUD in the conduct of compliance monitoring; the information will be used to test the veracity of certified payroll reports submitted by the employer. **Sensitive Information.** The information collected on this form is considered sensitive and is protected by the Privacy Act. The Privacy Act requires that these records be maintained with appropriate administrative, technical, and physical safeguards to ensure their security and confidentiality. In addition, these records should be protected against any anticipated threats or hazards to their security or integrity that could result in substantial harm, embarrassment, inconvenience, or unfairness to any individual on whom the information is maintained. **The information collected herein is voluntary, and any information provided shall be kept confidential.**

Note: Please ensure responses are legible and easy to read.

1a. Project Name			2a. Employee's Full Name		
1b. Project Number			2b. Employee's Phone Number (including area code) and Email Address		
1c. Contractor or Subcontractor (Employer—not individual's name or supervisor's name)			2c. Employee's Home Address & Zip Code		
			2d. Verification of identification? Yes ☐ No ☐		
3a. How long on this job and average weekly hours worked?	3b. Last date on this job before today?	3c. Number of hours last day on this job?	4a. Hourly Rate of Pay	4b. Fringe benefits? Medical Yes ☐ No ☐ Pension Yes ☐ No ☐	4c. Frequency of Pay: Weekly ☐ Biweekly ☐ Semi-monthly ☐ Other ☐

5. Your Job Classification(s) (list all and continue on a separate sheet if necessary):

6. Your Duties:

7. Tools or Equipment Used:

	Y	N		Y	N
8. Are you an apprentice or trainee?	☐	☐	10. Are you paid at least time and ½ (1.5x regular hourly rate) for all hours worked in excess of 40 in a week?	☐	☐
8a. Have you provided a copy of your apprenticeship certificate?	☐	☐			
9. Are you paid for all hours worked?	☐	☐	11. Have you ever been threatened or coerced into giving up any part of your pay?	☐	☐

12a. Employee Signature	12b. Date
-------------------------	-----------

13. Duties Observed by the Interviewer (Please be specific):

14. Remarks

15a. Interviewer Name (please print)	15b. Signature of Interviewer	15c. Date of Interview
--------------------------------------	-------------------------------	------------------------

Payroll Examination

16. Remarks

17a. Signature of Payroll Examiner	17b. Date
------------------------------------	-----------

Record of Employee Interview	U.S. Department of Housing and Urban Development Office of Davis-Bacon and Labor Standards	OMB Approval No. 2501-0009 (exp. 03/31/2028)
---	---	---

18. Additional Remarks

WORKER RIGHTS

UNDER THE DAVIS-BACON ACT

FOR LABORERS AND MECHANICS WORKING ON FEDERAL OR FEDERALLY ASSISTED CONSTRUCTION PROJECTS

The law requires employers to display this poster where workers can readily see it.

PREVAILING WAGES

You must be paid not less than the wage rate listed in the Davis-Bacon Wage Decision posted with this notice for the work you perform.

OVERTIME

You must be paid not less than one and one-half times your basic rate of pay for all hours worked over 40 in a work week. There are few exceptions.

ENFORCEMENT

Contract payments can be withheld to ensure workers receive wages and overtime pay due, and liquidated damages may apply if overtime pay requirements are not met. Davis-Bacon contract clauses allow contract termination and debarment of contractors from future federal contracts for three years. A contractor who falsifies certified payroll records or induces wage kickbacks may be subject to civil or criminal prosecution, fines and/or imprisonment.

APPRENTICES

Apprentice rates apply only to apprentices properly registered under approved federal or state apprenticeship programs.

RETALIATION

The law prohibits discharging or otherwise retaliating against workers for filing a complaint, cooperating in an investigation, or testifying in a proceeding under the Davis-Bacon and Related Acts.

PROPER PAY

If you do not receive proper pay, or require further information on the applicable wages, contact the Contracting Officer listed below:

or contact the U.S. Department of Labor's Wage and Hour Division.



WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR

866-487-9243
dol.gov/agencies/whd



DERECHOS DE LOS TRABAJADORES

BAJO LA LEY DAVIS-BACON

PARA OBREROS Y MECÁNICOS QUE TRABAJAN EN PROYECTOS DE CONSTRUCCIÓN FEDERAL O CON ASISTENCIA FEDERAL

La ley exige que los empleadores coloquen este cartel en un lugar donde los trabajadores puedan verlo fácilmente.

SALARIOS PREVALECIENTES	No se le puede pagar menos de la tasa de pago indicada en la Decisión de Salarios Davis-Bacon fijada con este Aviso para el trabajo que Ud. desempeña.
SOBRETIEMPO	Se le ha de pagar no menos de tiempo y medio de su tasa básica de pago por todas las horas trabajadas en exceso de 40 en una semana laboral. Existen pocas excepciones.
CUMPLIMIENTO	Se pueden retener pagos por contratos para asegurarse que los obreros reciban los salarios y el pago de sobretiempo debidos, y se podría aplicar daños y perjuicios si no se cumple con las exigencias del pago de sobretiempo. Las cláusulas contractuales Davis-Bacon permiten la rescisión del contrato y la exclusión de los contratistas de futuros contratos federales durante tres años. El contratista que falsifique los registros certificados de las nóminas de pago o induzca devoluciones de salarios puede ser sujeto a procesamiento civil o criminal, multas y/o encarcelamiento.
APRENDICES	Las tasas de aprendices sólo se aplican a aprendices correctamente inscritos bajo programas federales o estatales aprobados.
REPRESALIAS	La ley prohíbe despedir o tomar represalias contra los trabajadores por presentar una queja, cooperar en una investigación o testificar en un procedimiento bajo la Ley Davis-Bacon y Leyes Relacionadas.
PAGO APROPIADO	Si no recibe el pago apropiado, o precisa de información adicional sobre los salarios aplicables, póngase en contacto con el Contratista Oficial que aparece abajo:

o póngase en contacto con la División de Horas y Salarios del Departamento de Trabajo de los EE.UU.



DIVISIÓN DE HORAS Y SALARIOS
DEPARTAMENTO DE TRABAJO DE LOS EE.UU.

866-487-9243
dol.gov/agencies/whd



APPENDIX C

- SCOPE OF WORK

PROVIDENCE HOUSING AUTHORITY

SCOPE OF WORK

Below is the Summary of Work from the project manual. The contractor is responsible for adherence to the entirety of the information in the Project Manual and Construction Plans {Invitation to Bid, Appendix D – Project Manual, and Appendix E – Construction Plans}.

1.3 WORK COVERED BY CONTRACT DOCUMENTS:

A. Project Summary:

- Interior renovation including the demolition of existing interior partition walls, existing floor finishes and suspended ceiling system.
- New construction including interior remodel of office spaces and early learning facility, new exterior doors and windows.
- New rooftop mechanical equipment, new accessible lift, new electrical and plumbing fixtures
- New fire protection and alert system.
- Exterior renovations include landscaping, accessible path of egress, outdoor play area, and signage.

A. The Work of Project is defined by the Contract Documents

B. Type of Contract:

SUMMARY 01 10 00 - 1

MANTON HEIGHTS EARLY LEARNING CENTER

1. Project will be constructed under a Single prime contract.

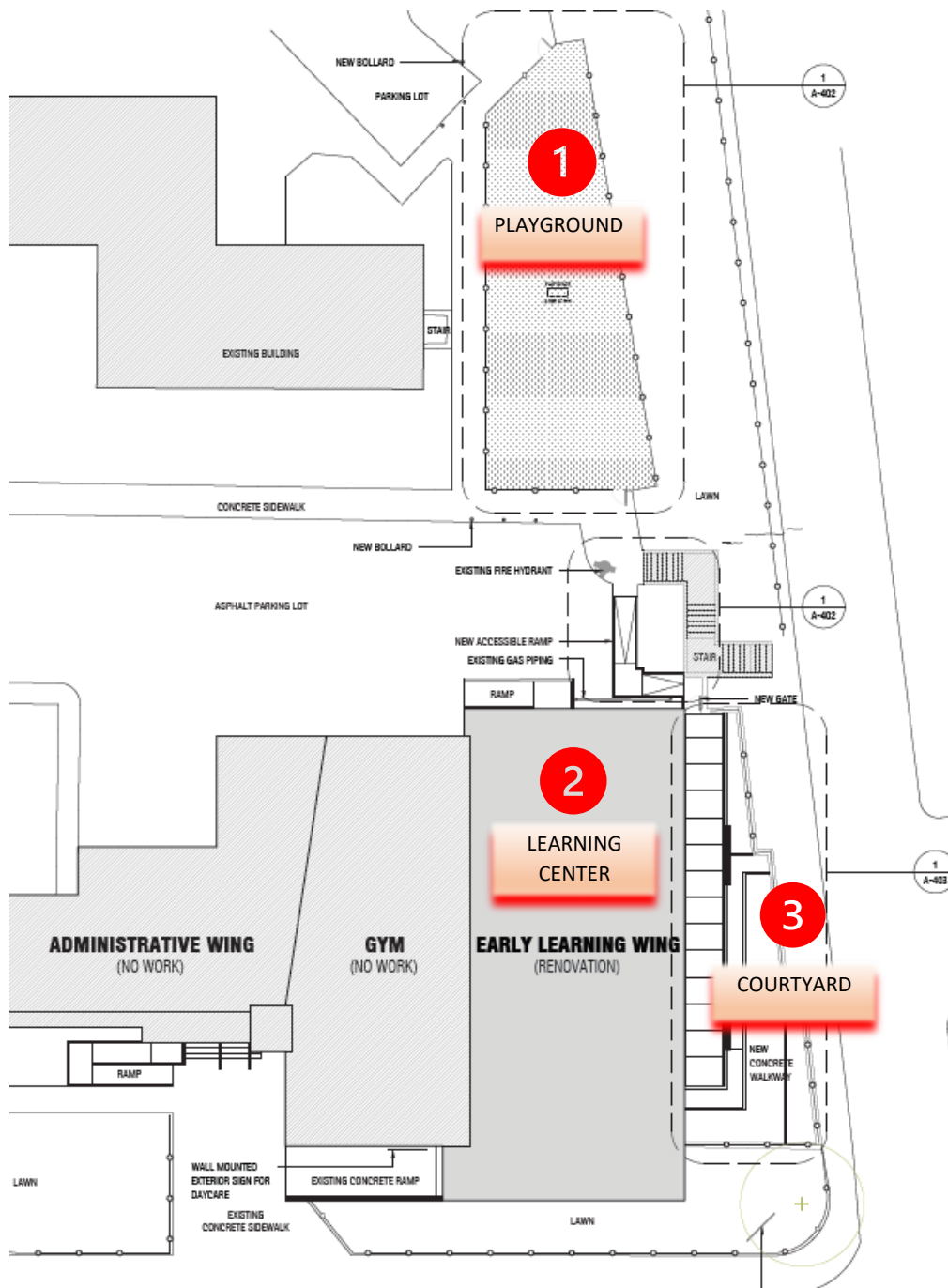
PROVIDENCE HOUSING AUTHORITY

SCOPE OF WORK (cont.)

This is a unique opportunity to participate in a buildout of an Early Education Learning Center supported by philanthropic foundations of both the Boston Celtics and Amica Companies Foundation.

The project consists of renovating an existing building to offer state-of-the-art childcare and education, located in the Manton Heights Development. The scope of the project is illustrated below and is located at 31 Salmon Street, Providence, RI a building owned by the Providence Housing Authority.

Below is an illustration of the three (3) main areas of the project with further illustration on the next three pages:



PROVIDENCE HOUSING AUTHORITY



1

PLAYGROUND



EARLY LEARNING WING (RENOVATION)

2

LOWER
FLOOR
CLASSROOMS



LAWN

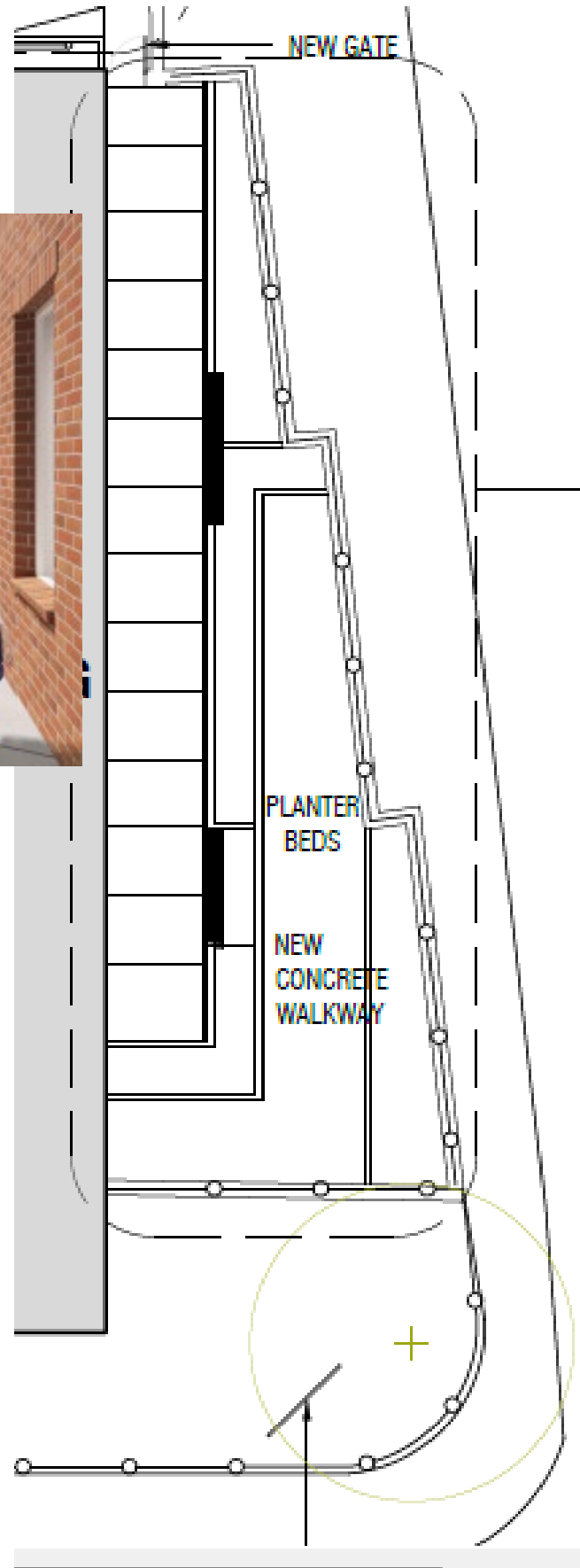
2

UPPER
FLOOR
ADMITTING



3

COURTYARD



PROVIDENCE HOUSING AUTHORITY

In “general”, the project consists primarily of three areas (*study plans in link*):

1. Interior:

Upper Level:

Partial renovation of the upper level only in the admitting area and hallway to stairs leading to the lower level just beyond the entrance door.

- New “people lift” to lower level.
- Some structural, new doors, wall and floor treatments.

Lower Level:

Full renovation of the lower level, this is the majority of the interior renovation.

- 3 doors will be cut in for egress into an outside wall leading to the new courtyard.
- New / additional bathrooms and repurpose of some.
- New windows.
- All new treatments (floor, wall, drop ceiling converted to clean open ceiling) etc.
- HVAC, FF&E (*allowance*), some structural etc.

Both Levels:

New Fire suppression and alarm both levels.

- Includes basketball court on the upper floor, and all existing rooms beyond new admitting area.
- Suppression / alarm does not include the administrative wing of the building (see plans).

2. Courtyard:

Located on the lower level outside the new doors that will be cut into the exterior wall.

- Excavation.
- New hard scape and softscape.
- New sidewalk and pathway to new playground.
- Fencing etc.

3. Playground:

Located behind the adjacent building across from an existing parking lot.

- Excavation.
 - New hard scape and softscape.
 - New sidewalk and pathway from lower level.
 - Playscape finishes fixtures (*allowance*).
 - Fencing etc.
-

APPENDIX D

Link below from Arketekcher Architects

LINK TO "PROJECT MANUAL" below

(hover over link - hit control and left mouse button):

https://drive.google.com/file/d/1a3vaCUp7ygKYmqgB2_Lz7B8A15F4PITg/view

- DIVISION 01 - GENERAL REQUIREMENTS
 - DIVISION 02 - EXISTING CONDITIONS
 - DIVISION 3 – CONCRETE
 - DIVISION 04 – MASONRY
 - DIVISION 05 - METALS
 - DIVISION 06 - WOOD, PLASTICS, AND COMPOSITES
 - DIVISION 07 - THERMAL AND MOISTURE PROTECTION
 - DIVISION 08 – OPENINGS
 - DIVISION 09 – FINISHES
 - DIVISION 10 – SPECIALTIES
 - DIVISION 11 – EQUIPMENT
 - DIVISION 12 – FURNISHINGS
 - DIVISION 14 – CONVEYING EQUIPMENT
 - DIVISION 21 - FIRE SUPPRESSION
 - DIVISION 23 – MECHANICAL
 - DIVISION 26 – ELECTRICAL
 - DIVISION 28 - FIRE ALARM
 - DIVISION 31 – EARTHWORK
 - DIVISION 32 - EXTERIOR IMPROVEMENTS
 - DIVISION 33 - UTILITIES
-

APPENDIX E

Link below from Arketekcher Architects

LINK TO "BID PLAN SET"

(hover over link - hit control and left mouse button):

<https://drive.google.com/file/d/1z-XlBrOlNp4m69toVb1rez9JLfUhFFZe/view>

IN GENERAL - WORK COVERED BY CONTRACT DRAWINGS/ DOCUMENTS

- Interior renovation including the demolition of existing interior partition walls, existing floor finishes and suspended ceiling system.
- New construction including interior remodel of office spaces and early learning facility:
 - New exterior doors and windows
 - New rooftop mechanical equipment
 - New accessible lift
 - New electrical and plumbing fixtures
 - New fire protection and alert system
- Exterior renovations to include:
 - Landscaping
 - accessible path of egress
 - outdoor play area
 - signage.

APPENDIX F

DESCRIPTION OF ALLOWANCES:

UPPER LEVEL:

- Outdoor signage (shown illustratively)
 - Power supply (if needed)
 - Backing or footing to mount
- Lobby/ Office
 - Room signage
 - Furniture (Desks, Chairs, Storage, etc.)
 - Window coverings - roller shades
 - Staff Lockers
- Stair/ Elevator ○ Wayfinding signage

LOWER LEVEL:

- Stair/ Elevator/ Circulation ○ Wayfinding signage
 - Classrooms
 - Furniture
 - AV connections/ equipment
 - Window/ Door Coverings - roller shades
 - Kitchen/ Laundry
 - Cooking equipment (Microwave)
 - Laundry storage
 - Staff lockers Outdoor
 - Courtyard ○ Classroom door signage
 - Irrigation system
 - Planting
 - Playground ○ Equipment (shown illustratively)
 - Shade structure (shown illustratively)
 - Earthwork
 - Irrigation
 - Lockable tool/ maintenance storage
-

APPENDIX G

FORMS TO BE SUBMITTED TO PHA WITH THE BID PACKAGE

- BID SUBMISSION FORM
 - FORM HUD 5369-A: REPRESENTATIONS, CERTIFICATIONS, & OTHER STATEMENTS OF BIDDERS
 - COMPANY PROFILE FORM
 - NON-COLLUSIVE AFFIDAVIT
 - VENDOR DISCLOSURE AGREEMENT
 - CERTIFICATION FOR CONTRACTS, GRANTS, LOAN AND COOPERATIVE AGREEMENT
 - CONTINGENT FEES STATEMENT
 - CLIENT REFERENCES FORM
 - LIST OF SUBCONTRACTORS
 - FAIR EMPLOYMENT PRACTICE STATEMENT
 - CERTIFICATION OF DAVIS BACON PREVAILING WAGE
-

PROVIDENCE HOUSING AUTHORITY

BID SUBMISSION FORM

Project: MANTON HEIGHTS – EARLY EDUCATION LEARNING CENTER

Bid Due: Tuesday, January 06, 2026 by 10:00 AM EST

Date: _____

Contractor Name: _____

Owner / Officer – Title: _____

Address: _____

City, State, Zip Code: _____

Email: _____

To:

Providence Housing Authority
Facilities Management Department
40 Laurel Hill Avenue
Providence, RI 02909

(1.) The undersigned, having become familiar with the local conditions affecting the cost of the work and project requirements for the **MANTON HEIGHTS – EARLY EDUCATION LEARNING CENTER** at Authority's properties located in Providence, Rhode Island, including Bidding Requirements, Contract Documents, Drawings, Technical Specifications and Amendments, if any thereto, and on file at the office of the Authority, hereby proposes to furnish all labor, materials, equipment and services required to complete the work, all in accordance therewith for the following sums of money.

Notes:

* Providence Housing Authority is Tax Exempt.

* Bids shall be both written in words and shown in figures.

PROJECT TOTAL: LABOR AND MATERIALS (FROM SCHEDULE OF UNIT PRICES NEXT PAGE):

\$

Words

Figures

PROVIDENCE HOUSING AUTHORITY

BID SUBMISSION FORM (schedule of unit prices):

Bid Category:	Materials / Labor (finished to plans and specs):
Allowances:	
Outdoor signage includes mount and power	\$35,000
Classroom furniture (desks, chairs, lockers, window coverings)	\$20,000
Interior Wayfinding signs	\$5,000
Kitchen equipment, laundry storage staff lockers	\$10,000
Playground equipment, shade structure off shelf Lockable tool/ maintenance storage building	\$30,000
Subtotal Allowance:	\$100,000
Base Bid:	
Upper level - to plan (including people lift)	\$
Lower Level - to plan	\$
Courtyard to plan (includes path to playground)	\$
Play Area to plan (includes irrigation tie in)	\$
Fire Suppression both floors	\$
Fire suppression tie-in from Providence Water: • 6" fire service \$6,818 • Road restoration \$3,204 • Saw cutting \$350	\$10,372
Subtotal Base Bid:	\$
Total (Allowance + Base Bid):	\$

Transfer the total dollar amount (Allowance + Base Bid) to previous page.

PROVIDENCE HOUSING AUTHORITY

The Bidder acknowledges below, by number and date, the receipt of Amendments to this solicitation of bids.

(2.) In submitting this bid, it is understood that the right is reserved by the Authority to reject any and all bids and to waive any informalities in the bidding. If written notice of the acceptance of this bid is mailed, telegraphed or delivered to the undersigned within 90 days after the opening thereof, or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver a contract in the prescribed form and furnish the required bond and certificates of required insurance within seven (7) days after the contract is awarded to him.

(3.) Bid Guaranty in the sum of **ten (10)** percent of the bid sum, in the form of _____ is submitted herewith in accordance with the Instruction to Bidders.

(4.) Attached hereto is an Affidavit in proof that the undersigned has not entered into any collusion with any person in respect to this bid or any other bid or the submitting of bids for the contract for which this bid is submitted.

(5.) The bidder represents that he () **has**, () **has not** participated in a previous contract or subcontract subject to the equal opportunity clause prescribed by Executive Orders 10923, 1114, or the Secretary of Labor: that he () **has**, () **has not**, filed all required compliance reports; and that representations indicating submission of required compliance reports, signed by proposed subcontractors, will be obtained prior to subcontract awards. The above representation needs to be submitted only in connection with contracts or subcontracts exceeding \$10,000.00.

(6.) Certification of Non-segregated Facilities. By signing this bid, the bidder certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at a location, under his control, where segregated facilities are maintained. He certified further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, rest rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities, provided for employees which are segregated on the basis of race, color, religion, or national origin, because of habit, local custom or otherwise. He further agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000.00; that he will retain such certifications in his files; and that he will forward a notice to his proposed subcontractors as provided in the instructions to bidders.

Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

PROVIDENCE HOUSING AUTHORITY

Vendor Address:

Telephone:

Email:

Federal ID Number:

Contractor Registration Number:

MBE/WMBE Registration Number:

Vendor Name:

By:

Title:

Signature and Date:

Owner, if bidder is an individual.

Partner, if bidder is a partnership.

Officer, if bidder is a corporation, affix seal.

{Corporate Seal}



Subscribed and sworn to before me this

____ day of _____, 20____.

(Notary Public)

My commission expires _____, 20____.

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

**Representations, Certifications,
and Other Statements of Bidders**
Public and Indian Housing Programs

Representations, Certifications, and Other Statements of Bidders

Public and Indian Housing Programs

Table of Contents

Clause	Page
1. Certificate of Independent Price Determination	1
2. Contingent Fee Representation and Agreement	1
3. Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions	1
4. Organizational Conflicts of Interest Certification	2
5. Bidder's Certification of Eligibility	2
6. Minimum Bid Acceptance Period	2
7. Small, Minority, Women-Owned Business Concern Representation	2
8. Indian-Owned Economic Enterprise and Indian Organization Representation	2
9. Certification of Eligibility Under the Davis-Bacon Act	3
10. Certification of Nonsegregated Facilities	3
11. Clean Air and Water Certification	3
12. Previous Participation Certificate	3
13. Bidder's Signature	3

1. Certificate of Independent Price Determination

(a) The bidder certifies that--

(1) The prices in this bid have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder or competitor relating to (i) those prices, (ii) the intention to submit a bid, or (iii) the methods or factors used to calculate the prices offered;

(2) The prices in this bid have not been and will not be knowingly disclosed by the bidder, directly or indirectly, to any other bidder or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a competitive proposal solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the bidder to induce any other concern to submit or not to submit a bid for the purpose of restricting competition.

(b) Each signature on the bid is considered to be a certification by the signatory that the signatory--

(1) Is the person in the bidder's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or

(2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.

[insert full name of person(s) in the bidder's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the bidder's organization];

(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.

(c) If the bidder deletes or modifies subparagraph (a)2 above, the bidder must furnish with its bid a signed statement setting forth in detail the circumstances of the disclosure.

[] [Contracting Officer check if following paragraph is applicable]

(d) Non-collusive affidavit. (applicable to contracts for construction and equipment exceeding \$50,000)

(1) Each bidder shall execute, in the form provided by the PHA/IHA, an affidavit to the effect that he/she has not colluded with any other person, firm or corporation in regard to any bid submitted in response to this solicitation. If the successful bidder did not submit the affidavit with his/her bid, he/she must submit it within three (3) working days of bid opening. Failure to submit the affidavit by that date may render the bid nonresponsive. No contract award will be made without a properly executed affidavit.

(2) A fully executed "Non-collusive Affidavit" [] is, [] is not included with the bid.

2. Contingent Fee Representation and Agreement

(a) Definitions. As used in this provision:

"Bona fide employee" means a person, employed by a bidder and subject to the bidder's supervision and control as to time, place, and manner of performance, who neither exerts, nor proposes to exert improper influence to solicit or obtain contracts nor holds out as being able to obtain any contract(s) through improper influence.

"Improper influence" means any influence that induces or tends to induce a PHA/IHA employee or officer to give consideration or to act regarding a PHA/IHA contract on any basis other than the merits of the matter.

(b) The bidder represents and certifies as part of its bid that, except for full-time bona fide employees working solely for the bidder, the bidder:

(1) [] has, [] has not employed or retained any person or company to solicit or obtain this contract; and

(2) [] has, [] has not paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(c) If the answer to either (a)(1) or (a)(2) above is affirmative, the bidder shall make an immediate and full written disclosure to the PHA/IHA Contracting Officer.

(d) Any misrepresentation by the bidder shall give the PHA/IHA the right to (1) terminate the contract; (2) at its discretion, deduct from contract payments the amount of any commission, percentage, brokerage, or other contingent fee; or (3) take other remedy pursuant to the contract.

3. Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions (applicable to contracts exceeding \$100,000)

(a) The definitions and prohibitions contained in Section 1352 of title 31, United States Code, are hereby incorporated by reference in paragraph (b) of this certification.

(b) The bidder, by signing its bid, hereby certifies to the best of his or her knowledge and belief as of December 23, 1989 that:

(1) No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with the awarding of a contract resulting from this solicitation;

(2) If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with this solicitation, the bidder shall complete and submit, with its bid, OMB standard form LLL, "Disclosure of Lobbying Activities;" and

(3) He or she will include the language of this certification in all subcontracts at any tier and require that all recipients of subcontract awards in excess of \$100,000 shall certify and disclose accordingly.

(c) Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by section 1352, title 31, United States Code. Any person who makes an expenditure prohibited under this provision or who fails to file or amend the disclosure form to be filed or amended by this provision, shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

(d) Indian tribes (except those chartered by States) and Indian organizations as defined in section 4 of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450B) are exempt from the requirements of this provision.

4. Organizational Conflicts of Interest Certification

The bidder certifies that to the best of its knowledge and belief and except as otherwise disclosed, he or she does not have any organizational conflict of interest which is defined as a situation in which the nature of work to be performed under this proposed contract and the bidder's organizational, financial, contractual, or other interests may, without some restriction on future activities:

- (a) Result in an unfair competitive advantage to the bidder; or,
(b) Impair the bidder's objectivity in performing the contract work.
[] In the absence of any actual or apparent conflict, I hereby certify that to the best of my knowledge and belief, no actual or apparent conflict of interest exists with regard to my possible performance of this procurement.

5. Bidder's Certification of Eligibility

(a) By the submission of this bid, the bidder certifies that to the best of its knowledge and belief, neither it, nor any person or firm which has an interest in the bidder's firm, nor any of the bidder's subcontractors, is ineligible to:

(1) Be awarded contracts by any agency of the United States Government, HUD, or the State in which this contract is to be performed; or,

(2) Participate in HUD programs pursuant to 24 CFR Part 24.

(b) The certification in paragraph (a) above is a material representation of fact upon which reliance was placed when making award. If it is later determined that the bidder knowingly rendered an erroneous certification, the contract may be terminated for default, and the bidder may be debarred or suspended from participation in HUD programs and other Federal contract programs.

6. Minimum Bid Acceptance Period

(a) "Acceptance period," as used in this provision, means the number of calendar days available to the PHA/IHA for awarding a contract from the date specified in this solicitation for receipt of bids.

(b) This provision supersedes any language pertaining to the acceptance period that may appear elsewhere in this solicitation.

(c) The PHA/IHA requires a minimum acceptance period of [Contracting Officer insert time period] calendar days.

(d) In the space provided immediately below, bidders may specify a longer acceptance period than the PHA's/IHA's minimum requirement. The bidder allows the following acceptance period: calendar days.

(e) A bid allowing less than the PHA's/IHA's minimum acceptance period will be rejected.

(f) The bidder agrees to execute all that it has undertaken to do, in compliance with its bid, if that bid is accepted in writing within (1) the acceptance period stated in paragraph (c) above or (2) any longer acceptance period stated in paragraph (d) above.

7. Small, Minority, Women-Owned Business Concern Representation

The bidder represents and certifies as part of its bid/ offer that it --

(a) [] is, [] is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.

(b) [] is, [] is not a women-owned business enterprise. "Women-owned business enterprise," as used in this provision, means a business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.

(c) [] is, [] is not a minority business enterprise. "Minority business enterprise," as used in this provision, means a business which is at least 51 percent owned or controlled by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals. For the purpose of this definition, minority group members are:

(Check the block applicable to you)

- | | |
|------------------------|------------------------------|
| [] Black Americans | [] Asian Pacific Americans |
| [] Hispanic Americans | [] Asian Indian Americans |
| [] Native Americans | [] Hasidic Jewish Americans |

8. Indian-Owned Economic Enterprise and Indian Organization Representation (applicable only if this solicitation is for a contract to be performed on a project for an Indian Housing Authority)

The bidder represents and certifies that it:

(a) [] is, [] is not an Indian-owned economic enterprise. "Economic enterprise," as used in this provision, means any commercial, industrial, or business activity established or organized for the purpose of profit, which is at least 51 percent Indian owned. "Indian," as used in this provision, means any person who is a member of any tribe, band, group, pueblo, or community which is recognized by the Federal Government as eligible for services from the Bureau of Indian Affairs and any "Native" as defined in the Alaska Native Claims Settlement Act.

(b) [] is, [] is not an Indian organization. "Indian organization," as used in this provision, means the governing body of any Indian tribe or entity established or recognized by such governing body. Indian "tribe" means any Indian tribe, band, group, pueblo, or

community including Native villages and Native groups (including corporations organized by Kenai, Juneau, Sitka, and Kodiak) as defined in the Alaska Native Claims Settlement Act, which is recognized by the Federal Government as eligible for services from the Bureau of Indian Affairs.

9. Certification of Eligibility Under the Davis-Bacon Act (applicable to construction contracts exceeding \$2,000)

(a) By the submission of this bid, the bidder certifies that neither it nor any person or firm who has an interest in the bidder's firm is a person or firm ineligible to be awarded contracts by the United States Government by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(b) No part of the contract resulting from this solicitation shall be subcontracted to any person or firm ineligible to be awarded contracts by the United States Government by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(c) The penalty for making false statements is prescribed in the U. S. Criminal Code, 18 U.S.C. 1001.

10. Certification of Nonsegregated Facilities (applicable to contracts exceeding \$10,000)

(a) The bidder's attention is called to the clause entitled **Equal Employment Opportunity** of the General Conditions of the Contract for Construction.

(b) "Segregated facilities," as used in this provision, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees, that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin because of habit, local custom, or otherwise.

(c) By the submission of this bid, the bidder certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The bidder agrees that a breach of this certification is a violation of the Equal Employment Opportunity clause in the contract.

(d) The bidder further agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) prior to entering into subcontracts which exceed \$10,000 and are not exempt from the requirements of the Equal Employment Opportunity clause, it will:

(1) Obtain identical certifications from the proposed subcontractors;

(2) Retain the certifications in its files; and

(3) Forward the following notice to the proposed subcontractors (except if the proposed subcontractors have submitted identical certifications for specific time periods):

Notice to Prospective Subcontractors of Requirement for Certifications of Nonsegregated Facilities

A Certification of Nonsegregated Facilities must be submitted before the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Employment Opportunity clause of the prime contract. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e., quarterly, semiannually, or annually).

Note: The penalty for making false statements in bids is prescribed in 18 U.S.C. 1001.

11. Clean Air and Water Certification (applicable to contracts exceeding \$100,000)

The bidder certifies that:

(a) Any facility to be used in the performance of this contract [] is, [] is not listed on the Environmental Protection Agency List of Violating Facilities:

(b) The bidder will immediately notify the PHA/IHA Contracting Officer, before award, of the receipt of any communication from the Administrator, or a designee, of the Environmental Protection Agency, indicating that any facility that the bidder proposes to use for the performance of the contract is under consideration to be listed on the EPA List of Violating Facilities; and,

(c) The bidder will include a certification substantially the same as this certification, including this paragraph (c), in every nonexempt subcontract.

12. Previous Participation Certificate (applicable to construction and equipment contracts exceeding \$50,000)

(a) The bidder shall complete and submit with his/her bid the Form HUD-2530, "Previous Participation Certificate." If the successful bidder does not submit the certificate with his/her bid, he/she must submit it within three (3) working days of bid opening. Failure to submit the certificate by that date may render the bid nonresponsive. No contract award will be made without a properly executed certificate.

(b) A fully executed "Previous Participation Certificate"

[] is, [] is not included with the bid.

13. Bidder's Signature

The bidder hereby certifies that the information contained in these certifications and representations is accurate, complete, and current.

(Signature and Date)

(Typed or Printed Name)

(Title)

(Company Name)

(Company Address)

PROVIDENCE HOUSING AUTHORITY

COMPANY PROFILE FORM

Company: _____

Address: _____

Email: _____

Phone: _____

Please attach a brief biography / resume of the company, including the following information:

- a) Year Firm Established;
- b) Year Firm Established in RI, if applicable;
- c) Former Name and Year Established, if applicable;
- d) Name of Parent Company and Date Acquired, if applicable;

Identify Principles/Partners in the Firm:

Name	Title	% Of Ownership

Identify the individual(s) that will act as project manager(s) and any other supervisory personnel that will work on the project and submit a brief resume for each.

Name	Title

Please mark all of the following that apply to the ownership of this firm and enter where provided the correct percentage (%) of ownership of each:

- | | |
|---|---|
| ☐ Government Agency _____% | ☐ Public-Held Corporation _____% |
| ☐ Non-Profit Organization _____% | ☐ Partnership _____% |
| ☐ Limited Liability Company _____% | ☐ Sole Proprietorship _____% |
| ☐ Corporation _____% | |

Minority Business Enterprise (MBE) or Woman-Owned Business Enterprise (WBE). Qualifies by virtue of fifty-one percent (51%) or more of ownership and active management by one or more of the following:

- | | |
|--|---|
| ☐ African American _____% | ☐ Native American _____% |
| ☐ Hispanic American _____% | ☐ Asian/Indian American _____% |
| ☐ Asian/Pacific American _____% | ☐ Caucasian _____% |
| ☐ Hasidic Jew _____% | ☐ Woman-Owned (WBE) _____% |
| ☐ Other (Specify) _____% | |

PROVIDENCE HOUSING AUTHORITY

WMBE Certification Number: _____

Certified By: _____

(NOTE: A CERTIFICATION NUMBER IS NOT REQUIRED TO PROPOSE – ENTER IF AVAILABLE)

Federal Tax ID Number: _____

State of RI License Type and Number: _____

Worker's Compensation Insurance Carrier: _____

Policy Number: _____ **Expiration Date:** _____

General Liability Insurance Carrier: _____

Policy Number: _____ **Expiration Date:** _____

Professional Liability Insurance Carrier: _____

Policy Number: _____ **Expiration Date:** _____

FELONY DISCLOSURE:

Has any principal(s) or any person(s) proposed to perform the work ever been convicted of a felony?

Yes () / No ()

If "Yes," please attach a full detailed explanation, including dates, circumstances, and current status.

PLEASE NOTE: The Agency reserves the right to not make award to any proposer that has staff who has been convicted of a felony if the Agency feels that doing such is in its best interests.

DEBARRED STATEMENT:

Has this firm or any principal(s) ever been debarred from providing any services by the Federal Government, any state government, the State of Rhode Island, or any local government agency? **Yes () / No ()**

If "Yes," please attach a full detailed explanation, including dates, circumstances, and current status.

CONFLICT OF INTEREST:

Does this firm or any principal(s) have any current / past personal or professional relationship with any Officer or Commissioner of the Providence Housing Authority? **Yes () / No ()**

If "Yes," please attach a full detailed explanation, including dates, circumstances, and current status.

The undersigned bidder hereby states that by completing and submitting this form, he / she is verifying that all information provided herein is, to the best of his / her knowledge, true and accurate, and agrees that if the Providence Housing Authority discovers that any information entered herein is false, that shall entitle the Providence Housing Authority to not consider, make award, or cancel any award with the undersigned party.

Company: _____

Address: _____

Printed Name: _____ **Title:** _____

Signature: _____ **Date:** _____

PROVIDENCE HOUSING AUTHORITY

NON-COLLUSIVE AFFIDAVIT

State of _____

County of _____

_____ being first duly sworn, deposes and says:

That (he / she) is (the owner / partner / officer) of the firm of:

_____,
the party making the foregoing proposal or bid, that such proposal or bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or of any other bidder, to fix overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure any advantage against the Housing Authority of the City of Providence, Rhode Island, or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

Signature & Title:

Owner: if the bidder is an individual
Partner: if the bidder is a partnership
Officer: if the bidder is a corporation

Subscribed and sworn to before me this

____ day of _____, 20____.

(Notary Public)

My commission expires _____, 20____.

PROVIDENCE HOUSING AUTHORITY

VENDOR DISCLOSURE AGREEMENT

Entity Completing Form: _____

Address: _____

Company Contact Name: _____

Telephone: _____

The Providence Housing Authority requires the following written disclosure prior to award:

Every contractor, union, or vendor that is seeking or has previously obtained a contract, change order, or individual transactions in an aggregate of \$3,000.00, shall provide to the Procurement Office a written disclosure of any conflicts of interest that may exist.

Relationship to a Providence Housing Authority employee, Board Member, or Agent* involved in making the award. A relationship can be defined as: father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, or half-sister; a partner; or an organization which employs, is negotiating to employ, or has an arrangement concerning prospective employment of any of the above.

* Agent is defined as the Providence Housing Authority Legal Counsel

☐ I certify that I am not related to a Providence Housing Authority employee, Board member, or Agent

☐ I am not aware of any relatives being employed by the Providence Housing Authority

☐ I am related to an individual and disclose the following information:

Name(s) of Individual(s): _____

Address(es) of Individual(s): _____

I certify that all the information above is true and complete. I also understand that if my situation changes during any contractual period, that I will disclose the change in writing to the Procurement Officer at the PHA.

Printed Name: _____

Title: _____

Signature: _____

Date: _____

PROVIDENCE HOUSING AUTHORITY

CERTIFICATION FOR CONTRACTS, GRANTS, LOAN, AND COOPERATIVE AGREEMENT

The undersigned certifies, to the best of his or her knowledge and belief, that:

- 1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any persons, for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.
- 3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Executed this ____ day of _____, 20__

By: _____
(Signature of Authorized Official)

(Printed Name of Authorized Official)

Subscribed and sworn to before me this

_____ day of _____, 20__.

(Notary Public)

My commission expires _____, 20__

PROVIDENCE HOUSING AUTHORITY

CONTINGENT FEES STATEMENT

State of _____

County of _____

In accordance with the Providence Housing Authority's policy, it is a breach of ethical standards for a person to be retained, or to upon an agreement or understanding for a contingent commission, percentage, or brokerage fee, except for retention of bona fide employees or bona fide established commercial selling agencies for the purpose of securing business. After being first duly sworn according to law, the undersigned (affiant) states that he/she is the _____, of _____ (Offeror) and that the Offeror has not retained anyone in violation of the foregoing.

And further Affiant sayeth not.

By: _____

Title: _____

Subscribed and sworn to before me this

_____ day of _____, 20____.

(Notary Public)

My commission expires _____, 20____

CLIENT REFERENCES FORM

Client Name: _____
Address: _____
Contact Person: _____
Email: _____
Phone Number: _____

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

PROVIDENCE HOUSING AUTHORITY

LIST OF SUBCONTRACTORS

Company Name: _____
Trade: _____
Address: _____
Contact Person: _____
Email: _____
Phone Number: _____
SAM.gov ID Number: _____

Company Name: _____
Trade: _____
Address: _____
Contact Person: _____
Email: _____
Phone Number: _____
SAM.gov ID Number: _____

Company Name: _____
Trade: _____
Address: _____
Contact Person: _____
Email: _____
Phone Number: _____
SAM.gov ID Number: _____

Company Name: _____
Trade: _____
Address: _____
Contact Person: _____
Email: _____
Phone Number: _____
SAM.gov ID Number: _____

Company Name: _____

PROVIDENCE HOUSING AUTHORITY

Trade: _____
Address: _____
Contact Person: _____
Email: _____
Phone Number: _____
SAM.gov ID Number: _____

Company Name: _____
Trade: _____
Address: _____
Contact Person: _____
Email: _____
Phone Number: _____
SAM.gov ID Number: _____

Company Name: _____
Trade: _____
Address: _____
Contact Person: _____
Email: _____
Phone Number: _____
SAM.gov ID Number: _____

** The successful proposer shall not assign any right, nor delegate any duty for the work proposed pursuant to this IFB (including, but not limited to, selling, or transferring the contract) without the prior written consent of the Authority.*

PROVIDENCE HOUSING AUTHORITY

FAIR EMPLOYMENT PRACTICE STATEMENT

State of _____

County of _____

After being first duly sworn according to law, the undersigned (Affiant) states that he / she is _____ of _____ (Bidder) and that by its employment policy, standards, and practices, the Bidder does not subscribe to any personnel policy which permits or allows for the promotion, demotion, employment, dismissal of, or laying off of any individual due to their race, creed, color, national origin, age, sex, disability, or any other protected class.

Printed Name: _____

Title: _____

Signature: _____

Date: _____

Subscribed and sworn to before me this

____ day of _____, 20____.

(Notary Public)

My commission expires _____, 20____.

PROVIDENCE HOUSING AUTHORITY

CERTIFICATION CONCERNING PREVAILING WAGE REQUIREMENTS

☐ Contractor

☐ Subcontractor

Project Name: _____

Project Number: _____

Contractor: _____

Subcontractor: _____

Type of Work: _____

-
1. The undersigned acknowledges that:
 - a. The named project is being financially assisted by the Federal Government (HUD).
 - b. The payment of prevailing wages is required under the Davis Bacon Act and that the application, U.S. Dept. of Labor's General Wage Decision schedule has been included as part of the above-described contract.
 - c. The correction of any infractions of the David Bacon and related Acts, included infractions by lower tier subcontractors, is the responsibility of the prime contractor.
 2. The undersigned, being a duly sworn officer of the above identified contractor, certifies that:
 - a. Payment of the prevailing wages as described in 1 (b) above shall be paid to all employees of the above-named contractor for the duration of the contract period.
 - b. Upon execution of any contract with lower tier subcontractors, and prior to their mobilization on site, a copy of this form shall be submitted through the prime contractor to the Providence Housing Authority.
 - c. The firm has not been determined to be ineligible for the award of a government contract by virtue of section 3(a) of the Davis Bacon Act or 29 CFR 5.12 (a) (1).
-

Name: _____

Contractor/Subcontractor

By: _____

Title: _____

Date: _____

Subscribed and sworn to before me this ____ day of _____, 20____.

(Notary Public)

My commission expires _____, 20____.
