

**GENERAL CONDITIONS**

- All work shall be performed, and all deliveries made in coordination with other contractors, HFHDC Site Supervisors and according to a final Build Schedule to be made available from HFHDC prior to start of construction.
- HFHDC will obtain applicable city, township or county Building Permit(s). All other permits, fees and expenses incidental to items and work listed above are the responsibility of the Bidder, and shall be included under the Contract amount.
- All scrap, containers, excess materials, and miscellaneous debris resulting from work under this Contract shall be removed from the premises or placed in the appropriate on-site dumpster to be furnished by HFHDC. Recyclable materials, i.e., cardboard, steel, aluminum and beverage containers shall not be placed in the construction dumpster.
- All product instruction manuals and warranty information shall be retained and left at the home site for the future homeowner.
- Individuals working as independent contractors must hold an Independent Contractor Exemption Certificate (ICEC) and must furnish evidence of same at time this proposal is submitted.
- Prior to awarding contracts, selected contractor shall submit Certificate of Insurance for General Liability and Workers Compensation (in the event a single employee/owner subcontractor does not carry Worker Compensation Insurance an additional form is required), listing Habitat for Humanity of Douglas County, 1211 N Nokomis NE, Alexandria, MN 56308 as certificate holder.
- Current W-9 forms shall be included with Form of Proposal.
- Tax Exempt Status: The HFHDC is a non-profit Corporation and carries a tax exempt status. As such they have been granted a Certificate of Exemption. The certificate will be issued to Contract holders and sales tax is not to be included in the proposal amount. The Minnesota Tax Number is ES36406.
- HFHDC requires lien waivers to be submitted with all requests for payment.
- Invoices shall be paid in a timely manner.

Any questions concerning the requirements or work of this proposal may be directed by mail to the address listed above or by e-mail to: [randy@hfhdouglascountry.org](mailto:randy@hfhdouglascountry.org) or phone 320-762-4255 ext 104.

END OF SECTION 00 72 00

## SECTION 00 31 00

### SPECIAL CONDITIONS (Schedule)

#### 1. PART ONE – GENERAL

##### 1.1 SCOPE

- A. Conditions of the Contract, Division 0, and General Requirements, Division 1, will govern work under this Section.
- B. The following Special Conditions modify, define, change, delete from, add to and take precedence over certain provisions of the General Conditions of the Contract for Construction, and Supplementary General Conditions.

##### 1.2 TIME OF COMPLETION

- A. The contract shall be substantially completed in the timeframe determined by the Construction Manager.
- B. See the Milestone Schedule in Part 2. Actual Schedule will be determined by Construction Manager.

#### 2. PART 2 – MILESTONE SCHEDULE

The below Milestone Schedule indicates completion dates for significant activities during the construction period. This schedule is supplemented by the Build Schedule which overviews all the activities inherent in the home construction. This information is subject to change as conditions require.

##### ACTIVITY DESCRIPTION

##### SUBSTANTIAL COMPLETION

Pre-Construction Contractors' Meeting  
Bid delivery deadline

Thursday Feb 13, 2020, 7:30 AM – at HFHDC Office  
4:30 PM, Tuesday February 25, 2020.

Site Prep, Excavation, Pad Construction  
Concrete Forms (House only)  
In-ground Plumbing  
Grade, Poly, Foam  
In-floor heat tubing, 6" sand layer  
Pour Concrete (House and Garage)  
Start of Construction by HFH  
Rough electric, plumbing, HVAC  
Insulation, sheetrock hanging by HFH  
Sheetrock Finishing  
Interior work by HFH  
Final electric, plumbing, HVAC, Well  
Site Grading

##### House #1)

Completed  
Completed  
Week of MAR 29  
Week of APR 6  
Week of APR 6  
Week of APR 13  
April 17  
April 27-May 8  
May 11-May 15  
May 16- Jun 5  
JUN 8 – JUL 6  
JUL 13 – JUL 31  
JUL 13 – JUL 31

##### House #2

Week of APR 20  
Week of APR 27  
Week of APR 27  
Week of May 4  
Week of May 4  
Week of May 11  
May 18  
JUN 8 – JUL 10  
JUL 13 – JUL 17  
JUL 20 – AUG 7  
AUG 10 – SEP 4  
SEP 8 – SEP 25  
SEP 8 – SEP 25

**END OF SECTION**