

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@hfdouglascounty.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 February 8, 2018, 7:30 AM – at HFHDC Office
Bid delivery deadline 4:30 PM, Tuesday, February 26, 201

	<u>House #1</u>	<u>House #2</u>	<u>House #3</u>
Site Prep, Excavation, Pad Construction	Completed	April 23	July 5
Concrete Forms (House only)	Completed	April 24	July 8
Well Drilled	Prior to Aug 7	Prior to June 30	Prior to Aug 7
In-ground Plumbing	April 10	May 1	July 11
Grade, Poly, Foam	April 12	May 3	July 12
In-floor heat tubing, 6” sand layer	April 15	May 6	July 15
Pour Concrete (House only)	April 17	May 8	July 17
Pour Concrete (Garage)	April 17	May 8	July 17
Start of Construction by HFH	April 19	May 10	July 19
Rough electric, plumbing, HVAC	May 6 – 28	May 28 – June 3	Aug 5-13
Insulation, sheetrock	May 21 – June 20	June 4-8	August 14 - 23
Sheetrock Finishing	June 24 – July 7	June 10 - 23	Aug 26-Sept 6
Interior work by HFH	July 8 – Aug 6	June 4- July 2	Sept 9 - 20
Final electric, plumbing, HVAC, Well	August 7 - 23	July 3 - 12	Sept 20-27
Site Grading	Aug 7-10	Aug 7 - 10	Aug 7 -10

END OF SECTION