

Exhibit P

Bidding Requirements

For Projects with 20 housing units or less receiving development gap assistance through the City of Minneapolis, the City requires fair, open and competitive procurement that demonstrates reasonable development costs as described below:

1. At a minimum, developers must separately, publicly and widely advertise for competitive bids for each division of construction listed on Exhibit A attached to these Bidding Requirements (“Bid Sections”). If any Bid Section is valued over \$100,000, then bids need to be sealed until the advertised bid opening date. Developers are encouraged to separately and publicly advertise for all work. Requests for bids must be designed to procure fixed or maximum price bid contracts and all contracts, whether for Bid Sections or other work shall be entered into on that basis. Developers may not use “cost plus a percentage of cost” pricing for contracts.
2. For the purposes of these Bidding Requirements, public advertisement may be through electronic postings (For example, I Square Foot, Builders Exchanges, Finance and Commerce, etc.).
3. If the Project is receiving over \$175,000 of City assistance, the Developer and its contractors and suppliers must comply with the Small and Underutilized Business Enterprise Program (SUBP) requirements as outlined in Minneapolis City Code Chapter 423. Any questions about the SUBP Requirements should be directed to the City of Minneapolis Civil Rights Department – Contract Compliance Division (612) 673-3012 or contractcompliance@minneapolismn.gov.
4. If the Developer has received more than \$200,000 of federal HOME, CDBG or NSP funds from the City of Minneapolis for the Project, The Project is subject to the Section 3 requirements outlined in 24 C.F.R. Part 75. Section 3 requires that to the greatest extent feasible, job training, employment and contracting opportunities in connection with Section 3 covered projects be provided to low-income or very low-income residents or businesses. If applicable, the Project will need to submit a Section 3 action plan to contractcompliance@minneapolismn.gov prior to contracting for any of the Project work.
5. In addition, Developers are encouraged to make good faith efforts to solicit the interests of Section 3 Business Concerns and Minority-owned Business Enterprises and Women-owned Business Enterprises even if the project is not subject to federal Section 3 or Minneapolis’ Small or Underutilized Business Enterprise Program requirements.
6. Developers must submit their plan for public advertisement as well as the specifications being bid to CPED staff for review and comment by CPED and the Minneapolis Department of Civil Rights prior to commencement of advertising and placed within 5 days of City approval. Invitations for bid must include complete, accurate and clear specifications with pertinent attachments in sufficient detail for bidders to properly respond. All bids need to be written, dated, signed and received before the advertised bid opening date. For Bid Sections valued at less than \$100,000, e-mail bids may be accepted, provided that they are received by the developer prior to the bid opening using a secure e-mail system showing that the bids have not been opened prior to such bid opening and included on the bid tally.
7. Developer must invite City Staff to attend all bid openings for Bid Sections. City staff may attend such bid openings at City discretion.
8. For all Bid Sections, Developer shall provide the City with (i) copies of the sign-in sheet of all persons attending the bid opening, (ii) copies of all bids and (iii) a bid tally summarizing all bidders and pertinent financial information.
9. Developer must select the lowest responsive responsible bidder for each Bid Section unless CPED approves the selection of another bid. CPED may approve a bid other than the lowest responsive, responsible bidder, provided that the alternate selection is determined to be cost reasonable.
10. If Developer does not receive at least three (3) or more responsive, responsible bids for each Bid Section, the City may require Developer to pay for a cost reasonableness review by a consultant acceptable to the City or rebid all or part of the Bid Sections.

11. Pursuant to Executive Order 12549, "Debarment and Suspension", Developer shall ensure that no contracts are given to any party that is debarred or suspended or is otherwise excluded from or ineligible for participation in projects receiving federal assistance through <https://www.sam.gov/portal/SAM/##11> and provide evidence of compliance to the City including the date of the search.
12. Design-build arrangements where the design phase overlaps with the Construction phase of the Project are prohibited.
13. Developers or General Contractors who wish to self-perform work on a project may only do so if they submit a separate bid (or bids) on the relevant Bid Sections.
14. For projects with 8 or more housing units Prevailing Wage and the City of Minneapolis Apprenticeship policy will apply.

EXHIBIT A

Bid Sections CPED funded single family projects:

1. Excavation/Backfill/site prep
2. Foundation
3. Waterproofing
4. Framing
5. Roofing
6. Siding
7. Sewer/Water
8. Insulation
9. Drywall
10. Painting
11. Flooring
12. Finish Carpentry
13. Plumbing/Mechanical
14. HVAC
15. Electrical
16. Landscaping