



Ceramic Tile Bid Notification

Notification: August 19, 2026
Bid Due: August 28, 2026
Project Number: 1781 & 1782
Project Location: 3520 & 3516 Elm Lane, Minnetonka, MN 55305

Description: This project is a new construction twin home. Twin Cities Habitat for Humanity is looking for qualified companies to bid on the ceramic tile installation.

Project Start: The project is ready now.

Requirements: This project will be partially funded with U.S. Department of Housing and Urban Development (HUD) funds and must comply with all HUD requirements. The Subcontractors on this project must comply with federal contract provisions, including, but not limited to: Suspension and Debarment; Equal Employment Opportunity; Minority Business Enterprise; Women Business Enterprise; Section 3 Economic Opportunities Requirements; and Drug Free Workplace as set forth in the Contract Bid Documents. Twin Cities Habitat for Humanity is an equal opportunity employer, and as such, businesses owned by women or minorities are strongly encouraged to bid. See below for additional information.

There are additional Section 3 requirements for this development.

- We ask that all contractors do their best to help us meet the Section 3 employment hour goals.
 - 25% of labor hours are performed by Section 3 Workers or Section 3 Targeted Workers.
 - Of that 25%, Section 3 workers will comprise 20% of the goal and Targeted Section 3 Workers account for the remaining 5%.
- All subcontractors will be required to complete a Section 3 Action Plan (pages 6-8) of the **HC HUD Section 3 Compliance Packet**. This document is included with bid documents.
- All subcontractors will be required to provide quarterly documentation on how new employment and subcontracting opportunities, to the greatest extent feasible, have been directed to Section 3 workers and businesses to achieve these goals. See the **Sect. 3 Quarterly Reporting & Good Faith Efforts** and **Section 3 Workforce and Hiring Report** Excel Documents. These documents are included with bid documents.

All subcontractors doing work for TCHFH must have general liability insurance. All subcontractors with employees must also have workers' compensation insurance.

Comments: If you have questions regarding the Project specification or what to include in your bid after viewing the bid documents, please contact the project manager, Kelly Scocchera, at 612.271.9115.

Please contact Wanda Coss (bids@tchabitat.org) for bid materials. Bid materials are available via email/Dropbox. Bids are to be submitted to TCHFH by 5:00 p.m. on the date due (see above). Bids may be mailed (Attn: Wanda Coss), faxed (612.305.7160), or emailed (bids@tchabitat.org).

Please visit our website, <http://www.tchabitat.org/subcontractors> for additional information and opportunities with Twin Cities Habitat for Humanity as a subcontractor.

Required Federal Contract Provisions

TCHFH must include, in addition to the provisions needed to define a complete agreement, the following provisions in all contracts for which the supplies, services and/or construction was financed with federal funds depending on the value of the contract award:

For **all** contracts, the following provisions apply:

1. **Suspension and Debarment.** Requirement of certification from subcontractors regarding their exclusion status on the General List of Parties Excluded from Federal Procurement or Non-procurement Programs as set forth in regulation (24 CFR, Part 24).
2. Provisions to ensure that the subcontractor shall comply with the requirements of Executive Orders 11625 and 12432 (concerning **Minority Business Enterprise**), and 12138 (concerning **Women's Business Enterprise**) by using its best efforts to encourage the use of minority and women's business enterprises in connection with Contract Work.
3. A provision requiring compliance with Executive Order 11246, entitled "**Equal Employment Opportunity**," as amended by Executive Orders 11375, 13672, and 11478, and as supplemented in the Department of Labor regulations (41 CFR Part 60).
4. A requirement that contractors and sub-contractors, as a prior condition of being awarded the contract, certify that they will comply with The **Drug-Free Workplace** Act of 1988 (42 U.S.C. 701) and (24 CFR Part 24, Subpart F).
5. Provision for the rights of the Federal Government and Affiliate in any invention resulting from experimental, developmental or research work in accordance with regulations (37 CFR Part 401), "**Rights to Inventions** Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by HUD.
6. Requirement that the subcontractor comply with **Section 3** of HUD Act of 1968, as follows:
 - 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 135, 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 135 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 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

- D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, 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 135. 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 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

For contracts valued at **\$10,000** or more, the following provisions also apply:

- 7. **Provisions for termination** "for convenience" by Affiliate, including when and how termination may occur and the basis for settlement. In addition, all contracts must describe conditions under which the contract may be terminated for default as well as conditions where the contract may be terminated because of circumstances beyond the control of the contractor.

For contracts valued at **\$100,000** or more, the following provisions also apply:

- 8. A requirement that subcontractors certify compliance with the **Byrd Anti-Lobbying** Amendment (31 U.S.C. 1352), and disclosure of any party's lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. **(Form Below)**

For contracts valued at equal to or greater than the Simplified Acquisition Threshold (currently at **\$250,000** or more), the following provisions also apply:

- 9. **Breach of Contract.** Provisions which will allow for administrative, contractual or legal remedies in instances where subcontractor violate or breach contract terms and provide for appropriate sanctions and penalties.
- 10. A provision that requires subcontractors to agree to comply with all applicable standards, orders or regulations issued pursuant to the **Clean Air Act** (42 U.S.C. 7401 et seq.) and **Federal Water Pollution Control Act** as amended (33 U.S.C. 1251 et seq.). Violations shall be reported to HUD and the Regional Office of the Environmental Protection Agency (EPA).