



818 S. FLORES ST. SAN ANTONIO, TEXAS 78204 www.saha.org

Procurement Department

REQUEST FOR QUOTATIONS

For

Repairs at 1004 Alametos

For

**HOUSING AUTHORITY OF THE
CITY OF SAN ANTONIO, TEXAS
AND
AFFILIATED ENTITIES**

Date Issued: November 28, 2011

RFQ #: 1111-909-62-3654

Closes December 20, 2011 at 11:00 AM

Prepared by:

**Department of Procurement
of the
San Antonio Housing Authority
818 South Flores Street
San Antonio, Texas 78204**

President and CEO..... Lourdes Castro Ramirez

November 2011

- 1.0 The Housing Authority of the City of San Antonio, Texas and its affiliated entities d/b/a San Antonio Housing Authority (“SAHA”) hereby invites independent Contractors to submit bids for Repairs at 1004 Alametos. The repairs are needed to preserve the asset.**
- 2.0 SAN ANTONIO HOUSING AUTHORITY (SAHA) CONTACT: All questions pertaining to this quotation shall be addressed to Carl Bottoms, Procurement Supervisor, telephone 210-477-6165, fax 210-477-6167 or e-mail at carlton_bottoms@saha.org.**
- 3.0 APPLICABILITY: By submitting a quote (hereinafter referred to as "bid") to SAHA, the firm or individual doing so (hereinafter, "the bidder") is automatically agreeing to abide by all terms and conditions listed herein, including those terms and conditions within the HUD Handbook 7460.8 REV 2, Procurement Handbook for Public Housing Agencies, dated 2/2007 and HUD Table 5.1, Mandatory Contract Clauses for Small Purchases Other Than Construction and if attached; HUD 5370EZ, Davis Bacon or HUD Wage Decision. These documents may be obtained by contacting Carl Bottoms, Procurement Supervisor, telephone 210-477-6165, fax 210-477-6167 or e-mail at carlton_bottoms@saha.org.**

**Attachment A-HUD 5370EZ
Attachment B-Davis Bacon Wage Decision
Attachment C-Specifications**

- 4.0 SAHA’s RESERVATION OF RIGHTS: SAHA reserves the right to:**
 - 4.1 Reject any or all bids, to waive any informalities in the solicitation process, or to terminate the solicitation process at any time, if deemed by SAHA to be in its best interest.**
 - 4.2 Terminate a contract awarded pursuant to this solicitation at any time for its convenience upon delivery of a 14-day written notice.**
 - 4.3 Determine the days, hours and locations that the successful bidder shall provide the items or services called for in this solicitation.**
 - 4.4 Reject and not consider any bid that does not, in the opinion of SAHA, meet the requirements of this solicitation, including but not necessarily limited to incomplete bids and/or bids offering alternate (not including “or equal” items) or non-requested items or services.**
 - 4.5 SAHA reserves the right to:**
 - 4.5.1 To make an award to the same bidder (aggregate) for all items; or,**
 - 4.5.2 To make an award to multiple bidders for the same or different items.**

- 5.0 **BIDDER'S RESPONSIBILITY:** Each bidder must carefully review and comply with all instructions provided herein, or provided within any named attachments.
- 6.0 **DEADLINE:** Each bidder shall submit his/her proposed costs, prior to the posted deadline, where provided herein. Whereas this is an informal solicitation process, SAHA reserves the right to extend the posted deadline at any time prior to the deadline, if, in the opinion of SAHA, it is in its best interest.
- 7.0 **All questions or request for information concerning this RFQ must be submitted in writing two days (48 hours) prior to the closing deadline.**
- 8.0 **HOLD PRICES/NON-ESCALATION:** By submitting a bid, each bidder thereby agrees to "hold" or not increase the proposed bid prices for a minimum period of ninety (90) days with no escalation. Quantities listed in this solicitation are for the purpose of determining best pricing per line item. Contractor shall field verify all quantities and dimensions.
- 9.0 **Method of Award:** SAHA may, at its sole discretion, procure the applicable goods or services by issuance of a PO or execution of a contract. By submitting a bid, the successful proposer agrees to accept the PO or execute the contract.
- 10.0 **Fees:** All fees are all-inclusive of all related costs that a proposer will incur to provide the noted services in compliance with this RFQ, including, but not limited to: employee wages and benefits, clerical support, travel and lodging, overhead, profit, licensing, insurance, materials, supplies, tools, equipment, long distance telephone calls, document copying and motor vehicle fuel, all costs shall be fully burdened.
- 11.0 **AWARD CRITERIA:** Unless otherwise instructed by SAHA, if an award is made such award shall be made to the responsive and responsible contractor that submits the best value to SAHA using price and other factors listed below.

Experience and cost

- 12.0 **BID COSTS:** There shall be no obligation for SAHA to compensate any bidder or prospective bidder for any costs that he/she may incur in responding to this solicitation.
- 13.0 **ASSIGNMENT OF PERSONNEL:** SAHA retains the right to demand and receive a change in personnel assigned by the Contractor to provide services to SAHA if SAHA believes that such change is in its best interest.
- 14.0 **UNAUTHORIZED SUB-CONTRACTING PROHIBITED:** The successful bidder shall not assign any right, nor delegate any duty for the work proposed pursuant to this solicitation (including, but not limited to, selling or transferring the ensuing PO or contract) without the prior written consent of SAHA. Any purported assignment of interest or delegation of duty, without the prior written consent of

SAHA shall be void and may result in the cancellation of the PO or contract with SAHA.

15.0 LICENSING REQUIREMENTS: By submitting a bid the successful bidder thereby certifies that he/she possess and will, prior to issuance of a PO or execution of a contract , present to SAHA, proof and/or certification of the following:

15.1 If applicable, local business license or permit issued by the City of San Antonio.

15.2 If applicable, a copy of the bidder’s license issued by the State of Texas licensing authority allowing the bidder to provide the services or products as detailed herein.

16.0 INSURANCE: Contractor shall present to SAHA prior to PO issuance or execution of a contract proof of insurance compliant with the requirements below.

Professional Liability	Required Limits
SAHA and its affiliates must be named as an Additional Insured and be a Certificate Holder. This is required for vendors who render observational services to SAHA such as appraisers, inspectors, attorneys, engineers or consultants.	\$1,000,000
Business Automobile Liability	Required Limits
SAHA and its affiliates must be named as an additional insured and as the certificate holder. This is required for any vendor that will be using their vehicle to do work on SAHA properties.	\$500,000 combined sin limit, per occurrence
Workers Compensation and Employer’s Liability	Required Limits
Workers’ Compensation coverage is Statutory and has no pre-set limits. Employer’s Liability limit is \$500,000. Workers’ Compensation is required for any vendor made up of more than one person. A Waiver of Subrogation in favor of SAHA must be included in the Workers’ Compensation policy. SAHA and its affiliates must be a Certificate Holder.	Statutory \$500,000
Commercial General Liability	Required Limits
This is required for any vendor who will be doing hands on work at SAHA properties. SAHA and its affiliates must be named as an Additional Insured and as the Certificate Holder.	\$1,000,000 per accident \$2,000,000 aggregate

17.0 GENERAL CONDITIONS:

17.1 Specifications are Attachment C.

17.2 Location of Property:

1004 Alametos, San Antonio, TX 78201

17.3 WARRANTY: All services and goods provided pursuant to this RFQ and the resulting contract shall be covered by the most favorable commercial warranties given to any customer for same or similar supplies or services,

but in any event such goods and services shall be warranted for at least a period of two (2) years.

17.4 All products listed herein are to reference a known quality and level of performance. SAHA will consider alternate brands of equal quality and performance. The Proposer must indicate on the Proposal Fee Sheet if they are proposing an alternate product, and provide complete manufacturer's specification. In all cases SAHA shall be the final determiner of equality. All substitutions will be approved in writing; no oral approvals shall be recognized.

17.5 Responses may be hand delivered to:

**San Antonio Housing Authority,
Attn: Carl Bottoms, Procurement Supervisor
818 S. Flores, San Antonio, TX 78204
or
Faxed to: Attn. Carl Bottoms, 210-477-6167
or
Emailed to: carlton_bottoms@saha.org**

18.0 Invoicing: Invoices shall be sent to: San Antonio Housing Authority, Accounts Payable, P.O. Box 830428, San Antonio, TX 78283-0428 or may be e-mailed to Accounts Payable@saha.org. Contractor shall invoice SAHA within 60 days after the delivery of the goods or service. If contractor fails to invoice within 60 days SAHA reserves the right to not pay the invoice. In an effort to be more efficient, SAHA processes all payments electronically. Contractors will be required to complete a direct deposit form.

19.0 Fair Labor Standards Act: Both parties hereby agree to comply with the provisions of the Fair Labor Standards Act (29 U.S.C. 201, et seq).

20.0 Training and Employment Opportunities for Residents in the Project Area (Section 3, HUD Act of 1968; 24 CFR 135)

(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) In addition Contractor shall comply with SAHA Section 3 program, policy and procedures adopted on April 6, 2011 and any amendments.

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Quote Form
RFQ Closes on December 20, 2011 at 11:00AM
1111-909-62-3654

1. Cost to complete all repairs at 1004 Alametos per the attached specifications

\$ _____

Days to complete _____ Days

If the Contractor fails to list days to complete, the project must be completed in 90 days from notification to begin work.

2. Sub-Contractors: Proposer shall identify his sub-contractors if any:

a) _____

b) _____

Acknowledge Receipt of Addenda

Addendum #1 _____ Date _____

Addendum #2 _____ Date _____

Addendum #3 _____ Date _____

Bidders Certification

By signing below, Bidder certifies that the following statements are true and correct:

1. He/she has full authority to bind Bidder and that no member of Bidder's organization is disbarred, suspended or otherwise prohibited from contracting with any federal, state or local agency;
2. Items for which bids were provided herein will be delivered as specified in the bid,
3. Bidder proposes to furnish and deliver in accordance with the terms, conditions, and specifications embodied herein, all of which terms, conditions, and specifications are hereby accepted and made a part of this bid, all materials and supplies, which are described on the bid worksheets herein and opposite of which prices have been entered, at the price or prices quoted, subject to valid price reductions as hereafter defined, as ordered for delivery, by SAHA,
4. Bidder agrees that this bid shall remain open and valid for at least a period of 90 days from the date of the Bid Opening and that this bid shall constitute an offer, which, if accepted by SAHA and subject to the terms and conditions of such acceptance, shall result in a contract between SAHA and the undersigned Bidder,
5. He/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this bid,
6. Bidder, nor the firm, corporation, partnership, or institution represented by the Bidder, or anyone acting for such firm, corporation or institution has violated the antitrust laws of the State of Texas or the Federal Antitrust laws, nor communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business,
7. Bidder has not received compensation for participation in the preparation of the specifications for this RFQ, and
8. The individual or business entity named in this bid is eligible to receive the specified payment and acknowledges that this Contract may be terminated and payment may be withheld if this certification is inaccurate,
9. Non-Collusive Affidavit: The undersigned party submitting this proposal hereby certifies that such bid is genuine and not collusive and 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 SAHA or any person interested in the proposed contract; and that all statements in said bid are true.

Initials _____

10. In performing this contract, the contractor(s) shall comply with any and all applicable federal, state or local laws including but not limited to: Occupational Safety & Health, Equal Employment Opportunity, Immigration and Naturalization, The Americans with Disabilities Act, State Tax and Insurance Law, and the Fair Housing Act.

Initials _____

11. In submitting this bid, it is understood if written notice of the acceptance of this bid is mailed, e-mailed, or delivered to the undersigned within ninety (90) days after the opening thereof, or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver the products and/or services described herein. By signature hereon the bidder certifies he has the right and authority to bind the company.

Submitted by: _____ Date: _____
(Firm)

(Signature) (Printed name and title)

(Business address,)

(Phone) (E-mail)

ATTACHMENT A

HUD 5370EZ

General Contract Conditions for Small Construction/Development Contracts

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0157 (exp. 12/31/2011)

Applicability. The following contract clauses are applicable and must be inserted into small construction/development contracts, greater than \$2,000 but not more than \$100,000.

1. Definitions

Terms used in this form are the same as defined in form HUD-5370

2. 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. The only liens on the PHA's property shall be the Declaration of Trust or other liens approved by HUD.

3. Disputes

- (a) Except for disputes arising under the **Labor Standards** clauses, 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.
- (b) 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.
- (c) The Contracting Officer shall, within 30 days after receipt of the request, decide the claim or notify the Contractor of the date by which the decision will be made.
- (d) 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 days after receipt of the Contracting Officer's decision.
- (e) 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.

4. 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 the 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 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; and
 - (2) The Contractor, within 10 days from the beginning of such delay 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 obligation of the parties will be the same as if the termination had been for convenience of the PHA.

5. Termination for Convenience

- (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.

6. 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 \$1,000,000 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 \$500,000 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.

7. 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.

8. 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 an 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.

9. Examination and Retention of Contractor's Records

The HA, HUD, or Comptroller General of the United States, or any of their duly authorized representatives shall, until three 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.

10. Rights in Data and Patent Rights (Ownership and Proprietary Interest)

The HA shall have exclusive ownership of, all proprietary interest in, and the right to full and exclusive possession of all information, materials, and documents discovered or produced by Contractor pursuant to the terms of this Contract, including but not limited to reports, memoranda or letters concerning the research and reporting tasks of this Contract.

11. Energy Efficiency

The Contractor shall comply with all 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 this contract is performed.

12. 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.
- (b) 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.

13. Training and Employment Opportunities for Residents in the Project Area (Section 3, HUD Act of 1968; 24 CFR 135)

- (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.

14. Labor Standards - Davis-Bacon and Related Acts

(a) Minimum Wages.

(1) All laborers and mechanics employed under this contract in the construction or development 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 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 the 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 prime 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) **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 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.

(e) **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.

(f) **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.

(g) **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.

(h) **Contract Termination; Debarment.** A breach of the labor standards clauses in this contract may be grounds for termination of the contract and for debarment as a Contractor and a subcontractor as provided in 29 CFR 5.12.

(i) **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.

(j) **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.

(k) **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.

(l) **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.

(m) **Non-Federal Prevailing Wage Rates.** Any prevailing wage rate (including basic hourly rate and any fringe benefits), determined under State 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:

- (i) 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;
- (ii) 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
- (iii) an applicable trainee wage rate based thereon specified in a DOL-certified trainee program.

ATTACHMENT B

Davis Bacon Wage Decision

General Decision Number: TX100022 03/12/2010 TX22

Superseded General Decision Number: TX20080022

State: Texas

Construction Type: Residential

Counties: Bexar, Comal and Guadalupe Counties in Texas.

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

Modification Number Publication Date
0 03/12/2010

* SUTX1983-005 05/01/1983

	Rates	Fringes
Air Conditioning Mechanic.....	\$ 7.25	
CARPENTER.....	\$ 7.25	
CEMENT MASON/CONCRETE FINISHER...	\$ 7.46	
DRYWALL HANGER.....	\$ 8.73	
ELECTRICIAN.....	\$ 9.66	
IRONWORKER.....	\$ 7.25	
LABORER.....	\$ 7.25	
PAINTER (Including Drywall taping).....	\$ 8.16	
PLUMBER.....	\$ 7.70	
ROOFER, Including Built Up, Composition and Single Ply Roofs.....	\$ 7.25	

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

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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) (ii)).

In the listing above, the "SU" designation means that rates listed under the identifier do not reflect collectively bargained wage and fringe benefit rates. Other designations indicate unions whose rates have been determined to be prevailing.

WAGE DETERMINATION APPEALS PROCESS

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

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write 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 the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write 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 by 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

4.) All decisions by the Administrative Review Board are final.

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END OF GENERAL DECISION

ATTACHMENT C

Specifications



San Antonio Housing Authority
Scope of Work
For the rehab of
1004 Alametos

10/5/11

Presented by:
Dan Martinez
Project Manager
Development Services

1 Overview

This property is a 1024 sqft home built in 1995. It contains 3 bedrooms, 2 baths and has a concrete foundation. The exterior is 100% stucco with a 1 car carport. There was a limited mold and asbestos survey done on this property. It was cleared for asbestos but they did find mold in select locations. The areas affected were removed and cleaned according to the abatement plan issued by Terracon Consultants. The remainder of work to be performed is detailed in this scope of work.

2 Scope of Work

Exterior

1. Replace any damaged shingles with shingles of the same color and grade and seal all exposed nail heads per the Inspection Report and remove all debris from roof.
2. Remove and replace all 1x2 trim on fascia board around entire house.
3. Remove and replace rotten fascia board at back left corner of home.
4. Prepare, caulk, and paint all fascia board and 1x2 trim around home to match closely to existing color.
5. Repair all cracks, chips, and holes in stucco around entire house using stucco material. Paint repairs to match.
6. Install new window screens on all windows.
7. Remove 2x4 underneath back sliding door. Form and pour a concrete step the entire length of the back door to support it properly. It should be doweled into the home foundation and into the porch foundation and contain sufficient steel and wire mesh. This is to be done before the installation of the new back door.
8. Trim back all tree limbs a minimum of 3 feet from home. Trim all shrubs around the base of the home. Haul off all trimmed trees and shrubs.
9. Insulate copper lines at the condenser.
10. Seal around all penetrations into the exterior of the home.

Interior

HVAC

1. Perform standard maintenance to the unit by a licensed HVAC contractor to include:
 - Replacing all filters
 - Checking all refrigerant levels and adding more if necessary
 - Cleaning coils and any parts of the system that need cleaning.
 - Reseal joints above air handler

Electrical

1. Replace all broken or inoperable plugs and switches. Confirm all plugs and switches are operating correctly.
2. Replace all smoke alarms with new ones and ensure their operability.
3. Replace all bedroom light fixtures (3) per spec sheet.
4. Replace light fixture on back porch per spec sheet.
5. Install new globes on light kit at living room ceiling fan per spec sheet.
6. Install new light fixture at dining room per spec sheet.
7. Install new light fixture above bath # 2 vanity sink per spec sheet.
8. 3 exterior plugs are not operable. Check and replace if necessary.

9. Install new range and vent-a-hood at kitchen per spec sheet. Anti tip bracket must be installed on range.
10. Replace all light bulbs throughout the house
11. Supply and install the power cord on the dishwasher.
- 12.

Plumbing

1. Install new toilets per spec sheet at both bathrooms.
2. Install new faucet and drain assembly at master bath.
3. Install new faucet and drain assembly at bath # 2.
4. Install new drain stopper, shower head, and tub faucet/diverter at both tub locations. All parts to be chrome finish.
5. Seal tub to floor tile at both locations
6. Provide and install new 50 gal water heater per spec sheet.
7. Inspect home for leaks once hot water heater is installed and operable. Confirm that hot water is operable at all locations. Check for leaks at areas where sheet rock was removed before installing new sheetrock back. Repair any leaks found.
8. Provide and install new dishwasher in kitchen per spec sheet.
9. Provide and install anti siphon breakers at all hose bib locations.
10. Install new kitchen faucet per spec sheet
11. Provide and install trim around the washer box.

General

1. Remove all vinyl flooring and base board material.
2. Provide all materials and install ceramic tile per spec sheet in the kitchen, dining area, living room, entry, both bathrooms, master closet, and utility area.
3. Provide all materials and install carpet in all bedrooms per spec sheet.
4. Replace baseboard throughout the areas where tile is installed after the installation of tile is complete. Install new baseboard before installation of carpet in the bedrooms. Baseboard style will be per spec sheet.
5. Install new vanity cabinet and cabinet above the toilet at bath # 2 per spec sheet.
6. Install cultured marble countertop (white) with integrated sink at bath # 2.
7. Remove and replace vanity cabinet and medicine cabinet at master bath per spec sheet.
8. Install cultured marble countertop (white) with integrated sink at master bath.
9. Replace all doorstops throughout the home.
10. Install new shelves and closet rods in master closet
11. Remove rear sliding door and install new double French door per spec sheet. The remaining gaps on the side of the doors will need to be framed in and insulated, sheet rock, tape and floated, textured, and painted. The exterior will require trim around the door with stucco covering the framed in space. Stucco to match existing texture and area must be prepped according to proper construction techniques. This also will be caulked, prepped and painted.
12. Bedroom #2 – Remove folding closet doors and install new folding doors per spec sheet and trim the opening around the door
13. Bedroom #3 – Remove folding closet doors and install new folding doors per spec sheet and trim the opening around the door
14. Replace double 1'0 doors to the master bath with a single 2'0 door including the door jamb.
15. Replace door at bath # 2.
16. Install new door and jamb at the master closet.
17. All doors are to be checked and adjusted as needed for proper function.

18. Prep and repaint the front door and doorjamb.
19. Repair countertop at the right side of the kitchen sink with matching formica skin.
20. Replace all closet rods.
21. Remove and replace all damaged sheetrock areas to be marked. Tape, float, and texture all patches to match existing texture.
22. Install new sheetrock at all locations that were abated for mold. Tape, float and texture to match existing texture.
23. Install new insulation in any areas where it was removed by abatement.
24. Install new weather stripping at front door.
25. Install new mirrors in both bathrooms.
26. Check all hinges for missing screws and replace if any.
27. Replace water heater closet door and jamb with selection from spec sheet. Make necessary repairs to exterior around the door after replacement of the door.
28. Supply all appliances from the spec sheet. Remove and dispose of existing appliances.
29. Install all new exterior locks all to be keyed the same including the door to the water heater closet. Locks are to be per spec sheet.
30. Check roof and a/c for leaks above the master closet and furnace area and repair any water penetration or leak.
31. Prep, prime and paint all interior walls, trim and doors per spec sheet colors. Painting is to be done before any flooring is installed.
32. Thorough cleaning of the entire house after construction is complete to include toilets, tubs, flooring, baseboards, counters, sinks, appliances, light fixtures, a/c grills, windows and mirrors, and cabinets. It should be ready to move in when complete.
33. Pressure wash the front porch, carport and driveway.
34. Attached is the inspection report for this home. An effort to include all these inspection items into the scope of work was made, however, in the case that something was not clearly stated to correct a deficiency, all items must be cleared by the inspector prior to final acceptance of this project.

Note: All work is subject to project manager's approval. This bid is to include all permits and any materials needed to perform this scope of work. All items on the spec sheet are to be supplied by contractor selected for this project. Proper disposal of all construction debris is required. Copies of permits from the City of San Antonio will need to be on file with the project manger prior to commencement of work.

The selections contained in this spec sheet are from Home Depot. Alternatives may be used if approved by the project manager and must be of equal or greater value.

Back Porch Fixture



Hampton Bay Black 1-Light Outdoor Wall Lantern

\$10.97

Model BPM1691-BLK

Dining Room Fixture



Halophane Brushed Nickel 5-Light Chandelier

\$39.96

Model WB0390/SC-1

Bath # 2 Vanity Light



Hampton Bay 3-Light Flush Mount Chrome Raceway Bath Bar Light

\$11.97

Model HB2050-35

Master Bedroom, Bedroom #2 and #3



Hampton Bay Landmark Plus 42 in. Ceiling Fan

\$49.97

Model HL42QV-WH-LC30

Globes on Living room Fan

Can be any frosted or clear bell shaped globe that fits on the fan.

Dishwasher



Hotpoint Built-in Dishwasher in White

\$249

Model # HDA2000VWW

Range



Hotpoint 30 in. Freestanding Electric Range in White

\$314.10

Model RB526DPWW

Vent-a Hood



NuTone RL6200 30 in. Non-Vented Range Hood in White

\$39.99

Model 423001

Toilets



Glacier Bay 2-Piece High-Efficiency Elongated All in One Toilet in White with Left Tank Lever in Chrome

\$98.00

Model # TL-7600HC-HET

Master Bath and Bath # 2 Faucets



Glacier Bay 4 in. 2-Handle Low-Arc Bathroom Faucet in Chrome

\$24.86

Model 67092-6001

Kitchen Sink Faucet



**American Standard
Cadet Single-Handle Kitchen Faucet in Chrome**

\$59.00

Model 8410F

Water Heater



**50 Gal. Tall 6 Year 4500 Watt Double Element 240 Volts
Electric Water Heater**

\$297.00

Model GE50T06AAG

Tile



12x12 Navajo Sand CA-155F

\$0.57 per square ft

Carpet



**Blissful I
Color – Toffee**

\$1.48 sq.ft.

Patio Door

**Masonite 72 in. x 80 in. White Steel Pre-hung Left-Hand
Inswing 15-Lite Patio Door \$328.00**

Water Heater Closet Door

**Masonite 36 in. x 80 in. Steel Gray Pre-hung
Right-Hand Inswing 6-Panel Entry Door**

\$116

Paint

All walls and ceiling to be one color and all trim and doors to be another color.
Colors to be provided by project manager.

Base Moulding for house

16 ft. x 3-1/4 in. x 5/8 in. Pine Base Moulding



Doors

Any type of solid folding doors that fit properly on the closets.

Any interior doors identified for replacement are to be 6 panel doors except for closet doors.

Doorknobs and Locks for exterior doors



Kwikset

**991 Juno Entry Knob and Single Cylinder Deadbolt
Combo Pack feat SmartKey**



\$49.92

Cabinets



American Classics . Base Cabinet

This is the style and color for the vanity cabinets. It can be from any manufacturer.

HUD GUIDE
SPECIFICATIONS
FOR
PUBLIC AND INDIAN HOUSING



DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF PUBLIC AND INDIAN HOUSING
451 7TH STREET, SW
WASHINGTON, DC 20410
202/708-4703

Contract No. DU100C000016784

CHK ARCHITECTS AND PLANNERS, INC.
1300 SPRING STREET
SILVER SPRING, MD 20910
301/588-4800

SEPTEMBER, 1993

SECTION 12370

RESIDENTIAL CABINETS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Remove existing cabinets and countertops.
 - 2. Normal/Elderly Use:
 - a. Kitchen wall and base cabinets and countertops.
 - b. Bathroom vanity cabinets and countertops.
 - 3. HUD Severe Use:
 - a. Kitchen wall and base cabinets and countertops.
 - b. Bathroom vanity cabinets and countertops.
 - 4. Metal grease splash.
 - 5. Wood soffits above wall cabinets.
- B. Related Requirements: Comply with requirements of following sections:
 - 1. Contractor Use of Premises and Work Sequence: Section 01010 - Summary of Work.
 - 2. Section 01120 - Alteration Project Procedures.
- C. Related Sections:
 - 1. Bathroom Renovation Requirements: Section 01010 - Summary of Work.
 - 2. Kitchen Renovation Requirements: Section 01010 - Summary of Work.
 - 3. Reference Standards: Section 01091.
 - 4. Gypsum Board or Plaster Soffits above Cabinets: Section 01120 Alteration Project Procedures.

1.2 REFERENCES

- A. Reference Standards: See Section 01091. Comply with following:
 - 1. Cabinets:
 - a. HUD Minimum Property Standards for Housing, 1984 Edition (with changes).
 - b. ANSI/KCMA A161.1 - Recommended Performance and Construction Standards for Kitchen and Vanity Cabinets, 1990.
 - c. Plywood:
 - (1) ANSI/HPMA HP - Hardwood and Decorative Plywood, 1983.
 - (2) US Product Standard PS 1-83 - Softwood Plywood, Construction and Industrial.
 - d. Particleboard: ANSI A208.1 - Particleboard, Mat-Formed Wood, 1989.
 - e. Pressure Treated Lumber: AWWA Standard C2 - Lumber, Timbers, Bridge Ties and Mine Ties - Preservative Treatment by Pressure Processes, 1992.
 - 2. Cabinet Hardware: ANSI/BHMA A156.9 Cabinet Hardware, 1988.
 - 3. Plastic Laminate Countertops: ANSI A161.2 - Performance Standards for Fabricated High Pressure Decorative Laminate Countertops, 1979 (R1987).
 - a. Plastic Laminate: NEMA Standards Publication No. LD 3 - High-Pressure Decorative Laminates, 1991.
 - 4. Cultured Marble Countertops:
 - a. ANSI Z124.3 - Plastic Lavatories, 1986, including addenda Z124, 3a, 1990.
 - b. HUD Use of Materials Bulletin No. UM 73a.
 - 5. Joint Sealant:
 - a. Federal Specification (FS) TT-S-001543A - Sealing Compound: Silicone Rubber Base (For Caulking, Sealing, and Glazing in Buildings and other Structures).
 - b. ASTM C920 - Elastomeric Joint Sealants.

6. Certification:
 - a. ANSI Z34.1 - Certification, Third-Party Certification Program, 1987.

1.3 DEFINITIONS

- A. Supply and Delivery Only: Include supply and delivery to site(s) FOB destination freight prepaid. Unless otherwise specified or scheduled, unloading and handling at site is by PHA/IHA.

1.4 SYSTEM DESCRIPTION

- A. Performance Requirements:
 1. Comply with tests procedures and required performances of ANSI/KCMA A161.1.
 - a. Tests: Performed on standard 760 mm (30 inch) wall and base cabinets.
 2. Drawers and Drawer Hardware for HUD Severe Use: Apply 330 N (75 pound) point load to exterior edge of drawer extended 150 mm (6 inches) from its closed position for period of 15 minutes.
 - a. Successful Test: No failure in any part of drawer assembly or operating system and drawer remain operable with no mechanical interference with any part of cabinet assembly.

1.5 SUBMITTALS

- A. Product Data: Submit product data for cabinets and countertops to Contracting Officer.
- B. Shop Drawings: Submit Shop Drawings for cabinets and countertops to Contracting Officer for each type of kitchen.
- C. Samples: Submit samples of following to Contracting Officer for selection:
 1. Wood veneers with stain finishes.
 2. Plastic laminate patterns and colors.
- D. Quality Assurance/Control Submittals: Submit following to Contracting Officer:
 1. Certificates: Manufacturer's written certification that cabinets and countertops meet or exceed specified requirements.

1.6 QUALITY ASSURANCE

- A. Certifications:
 1. Cabinets: Continuously tested, certified and display label or seal of Kitchen Cabinet Manufacturer's Association (KCMA) or Southern California Association of Cabinet Manufacturers Association in accordance with ANSI Z34.1.
 - a. HUD Severe Use Cabinets: Bear KCMA Certification Seal and additional label indicating conformance to HUD Severe Use specifications.
 - b. Normal/Elderly Use: Bear KCMA Certification Seal.
- B. Regulatory Requirements: Comply with following:
 1. Accessibility:
 - a. Architectural Barriers Act of 1968 as amended (42 USC 4152-4157) and HUD implementing regulations (24 CFR Part 40).
 - (1) Uniform Federal Accessibility Standards (UFAS).
 - b. Section 504 of the Rehabilitation Act of 1973 as amended (29 USC 794) and HUD implementing regulations 24 CFR Part 8.
 - c. Fair Housing Accessibility Guidelines (24 CFR Chapter 1).
 - d. Americans with Disabilities Act of 1990 (ADA) (28 CFR Part 35).

- C. Mock-ups:
 - 1. Install mock-up of cabinets and countertops in kitchen as part of kitchen renovation mock-up. See Section 01010.
 - 2. Install mock-up of cabinets and countertops in bathroom as part of bathroom renovation mock-up. See Section 01010.
 - 3. Locations: As directed by Contracting Officer
 - 4. Approved Mock-up: Standard for rest of work.
 - 5. Approved Mock-up: May remain part of completed project.

1.7 DELIVERY, STORAGE, AND HANDLING

- A. Packing, Shipping, Handling, and Unloading:
 - 1. Do not deliver cabinets until building or storage area is enclosed and sufficiently dry to prevent damage from excessive changes in moisture content.
 - 2. Protect casework and equipment from damage during delivery, storage, installation and subsequent building operations.

1.8 SCHEDULING

- A. Scheduling and Completion: Comply with requirements of Section 01010.

1.9 PROJECT CONDITIONS

- A. Field Measurements: Field measure spaces to receive cabinets before beginning fabrication.
 - 1. Cabinets: Conform to building lines and neatly fitted around openings, pipes, and other obstructions.

PART 2 - PRODUCTS

2.1 NORMAL/ELDERLY USE CABINETS

- A. Cabinets: Standard size factory manufactured, assembled and finished for normal/elderly and severe use as scheduled. Comply with:
 - 1. HUD Minimum Property Standards for Housing, Paragraph 611-1.
 - 2. ANSI/KCMA A161.1.
- B. Cabinet Construction: Hardwood face frames and reveal overlay construction.
 - 1. Base and Wall Cabinets: Same construction and same appearance.
- C. Cabinet Materials:
 - 1. Plywood: ANSI/HPMA HP and PS 1.
 - 2. Particleboard, ANSI A208.1, medium density.
 - 3. Pressure Treated Lumber: AWWA C2.
 - 4. Cabinet Hardware: ANSI/BHMA A156.9.
 - a. Cabinet Hardware: Finishing requirements of ANSI/BHMA A156, corrosion resisting.
- D. Vanity Cabinets: Sizes as indicated on drawings.
 - 1. Size if Not Indicated: 460 mm (18 inches) to 610 mm (24 inches) wide and 410 mm (16 inches) to 530 mm (21 inches) deep.
- E. Cabinet Finish: Comply with ANSI/KCMA A161.1 finish test and performance requirements.
 - 1. Exposed Surfaces and Interior of Cabinet: Factory finished consisting of stain, sealer and top coat, lightly sanded between application.
 - a. Sealer and Top Coats: Oven dried.
 - b. Stain Color: Selected by Contracting Officer from manufacturer's standard colors.

2. Toe Kick: Painted as directed by Contracting Officer.
 3. Alternate Finish: High-pressure Decorative Laminates (HPDL) may be supplied in lieu of finish described above.
 - a. HPDL: Comply with NEMA LD 3, Type GP 28, 0.7 mm (0.028 inch) thickness.
- F. Fillers and Molding: Use scribe mould and fillers to assure accurate job fit.
1. Molding and Fillers: Outside corners, scribes, cove molding, and trim molding.
 2. Fillers: Include corner base fillers, base fillers, and wall fillers.
 3. Cove Molding: Hardwood.
 4. Finish: Match cabinet finish.
- G. Joint Sealant: Mildew resistant one-component silicone; FS TT-S-001543A, Class A; ASTM C920, Type S, Grade NS, Class 25, Uses NT, G, and A.
1. Color: As selected by Contracting Officer from manufacturer's standard line.

2.2 HUD SEVERE USE CABINETS

- A. Wall and Base Cabinets: Comply with requirements under Cabinets - General above.
1. Construct to produce sturdy and rigid construction.
 2. Wall and Base Cabinets and Countertops: Constructed of solid lumber and/or exterior grade plywood with wood veneer core.
 - a. Particleboard, flakeboard, fiberboard, or hardboard not allowed.
 3. Base Cabinets:
 - a. Parts Touching Floor: Pressure treated solid lumber.
 - b. Provide integral toe space of minimum 75 mm (3 inches) by 75 mm (3 inches).
 - c. Toe Kicks: 19.1 mm (3/4 inch) net thickness, pressure treated solid lumber.
- B. Face Frames: 19.1 mm (3/4 inches) net thick kiln dried solid hardwood, free of knots and selected for light uniform color suitable for stain finish.
1. Frames: Mortised and tenoned, dovetailed or doweled, glued and stapled under pressure and filled and sanded.
 2. Vertical End Members (Stiles): Minimum 38 mm (1-1/2 inch) net width.
 3. Vertical Center Members between Doors and Drawers (Mullis): Minimum 50 mm (2 inches) net width.
 4. Horizontal Members (Rails): 44 mm (1-3/4 inches) net width.
 5. Stiles and Top and Bottom Rails: Dadoed to receive ends, bottoms and tops.
- C. Doors and Door Hardware:
1. Doors: 19.1 mm (3/4 inch) thick 7-ply A-D grade exterior hardwood plywood with no more than one veneer joint on face.
 2. Edges: Reversed shaped to form continuous finger grip around sides.
 3. Edges: Filled and sanded smooth prior to finish.
 4. Edges: May be treated with hot foil transfer.
 5. Edges: May be covered with 9.5 mm (3/8 inch) by 19.1 mm (3/4 inch) reverse shaped hardwood bands.
 6. Acceptable Hardwoods: Beech, birch, maple or oak suitable for stain finish.
 7. Hinges: Manufacturer's standard heavy duty with self closing feature, face mount or semi-concealed type.
- D. Drawers and Drawer Hardware:
1. Fronts Construction and Finish: Same as doors.
 2. Sides and Backs: Minimum 17.4 mm (11/16 inch) net thickness Grade C solid lumber with sides dovetailed or mortised and tenoned into fronts.
 3. Backs: Dadoed into sides.

4. Bottoms: Minimum 6.4 mm (1/4 inch) softwood or hardwood exterior plywood let into front, sides and back.
 5. Drawer Parts: Glued and nailed or stapled together.
 6. Mount drawers on metal side rails with 34 kg (75 pound) loading capacity.
 7. Cabinet Members or Guides: Attached at rear to 19.1 mm (3/4 inch) solid lumber hanging rail or 12.7 mm (1/2 inch) solid lumber or plywood block which is attached to 19.1 mm (3/4 inch) solid lumber hanging rail by use of metal rear mount brackets or by continuous wraparound method.
- E. Installation Cleats: Minimum 19.1 mm (3/4 inch) by 89 mm (3-1/2 inches) net thickness S4S, Grade C, kiln dried solid lumber, dadoes to receive bottoms and tops.
1. Provide two horizontal members running full length of cabinet at top and bottom.
 2. Base Cabinets with Drawers: Side mount drawer slide bracket(s) rigidly attached to 12.7 mm (1/2 inch) thick plywood or wood block which is rigidly attached to top cleat. See "Drawers" paragraph above for alternate mounting.
- F. End Panels:
1. Exposed End Panels: Minimum 2-2 Grade, 12.7 mm (1/2 inch) thick 5-ply exterior hardwood plywood, selected for light uniform color.
 2. Ends Not Exposed : May be 12.7 mm (1/2 inch) exterior softwood plywood, Grade A-D, with Grade A side to inside of cabinet.
 3. Ends: Dadoed minimum of 6 mm (1/4 inch) deep to receive shelves, bottoms and tops.
 4. Ends: Let into dado in face frame.
 5. Base Cabinet End Panels: Stop 89 mm (3-1/2 inches) above floor and supported by 19.1 mm (3/4 inch) by 89 mm (3-1/2 inch) pressure treated solid lumber member.
- G. Shelves and Wall Cabinet Bottoms: 12.7 mm (1/2 inch) thick Grade 2-2 exterior hardwood plywood or Grade A-D exterior softwood plywood with wood banded front edge or 19.1 mm (3/4 inch) net thickness solid lumber.
1. Shelves: Let into dadoes of end panels and braced behind mulls.
 2. Bottoms: Let into (rabbet or dado, manufacturers choice) ends, cleats and front frames.
 3. Shelves and Bottoms: Glued and stapled.
 4. Optional Adjustable Shelves: 19.1 mm (3/4 inch) thick Grade 2-2 exterior hardwood plywood of Grade A-D exterior softwood plywood with wood banded front edge or 19.1 mm (3/4 inch) net thickness solid lumber.
 - a. Shelves: Support as necessary to comply with shelf deflection provisions of ANSI/KCMA A161.1.
 - b. Shelves: When loaded at 73.3 kg/sq m (15 PSF) for seven days shall not deflect more than 1.6 mm (1/16 inch) per 305 mm (linear foot) between supports.
 - c. Maximum Deflection: 6.4 mm (1/4 inch) between supports.
- H. Backs: Provide on cabinets (optional on sink bases depending on job conditions).
1. Backs: Minimum 6.4 mm (1/4 inch) thick Grade 2-2 exterior hardwood plywood or A-D grade exterior softwood plywood.
 2. Backs: Securely glued and stapled to ends, 89 mm (3-1/2 inch) cleats and shelves of cabinet.
 3. Backs: May be let into dado of ends and cleats or may be applied flush with ends and cleats.
- I. Base Bottoms: 12.7 mm (1/2 inch) thick Grade 2-2 exterior hardwood plywood or A-C Grade exterior softwood plywood.
1. Bottoms: Let into (rabbet or dado, manufacturers choice) end panels, front rails and installation cleats.
 2. Bottom: Supported by 19.1 mm (3/4 inch) net thickness pressure treated solid lumber braces 610 mm (24 inches) OC running front to rear of cabinet and resting on finished floor.

2.3 COUNTERTOPS

- A. Plastic Laminate Countertops: ANSI A161.2.
 - 1. Type: Post-formed with integral backsplashes.
 - a. Front Edges: No-drip.
 - b. Backsplashes: Minimum 100 mm (4 inches) high with cove beveled molding with Type A curved top and scribe edge.
 - c. Provide backsplashes at juncture of countertop with back and side walls.
 - 2. Materials: High pressure plastic laminated to 19.1 mm (3/4 inch) thick exterior plywood.
 - a. Particleboard, flakeboard, fiberboard, or hardboard not allowed.
 - 3. Plastic Laminate: NEMA LD 3, Type PF42, 1.1 mm (0.042 inch) thickness.
 - a. Colors, patterns, finishes as selected from manufacturer's standard offering.
 - 4. Perimeter of Bottom of Countertops and Sink Cut-outs: Sealed with varnish.
- B. Cultured Marble Countertops: ANSI Z124.3 and HUD UM 73a.
 - 1. Cast in molds with integral lavatory bowls to achieve required shape and configuration in coordination with vanity cabinets and plumbing trim.
 - 2. Integral Lavatory Bowls: Recessed oval shape.
 - 3. Holes for Plumbing Trim: Coordinate with Section 15400.
 - 4. Provide radius corners and edges.
 - 5. Backsplashes: Provide where counters meet walls including at back and at sides.
 - 6. Finish: Polished.

2.4 METAL GREASE SPLASH MATERIAL

- A. Stainless Steel: AISI Type 304, nonmagnetic sheets, free of buckles, waves, and surface imperfections, No. 4 polished finish on exposed surfaces, 24 gage, sanded edges.

2.5 WALL CABINET SOFFIT MATERIAL

- A. Gypsum Board or Plaster: See Section 01120.
- B. Wood:
 - 1. Exposed Wood Soffit Face: 6.4 mm (1/4 inch) 3-ply birch-faced cabinet grade plywood.
 - 2. Blocking: Hemlock-Fir No. 2.

2.6 SOURCE QUALITY CONTROL

- A. Testing: Performed under Third Party Administrator who is in compliance with ANSI Z34.1.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Site Verification of Conditions:
 - 1. Existing Conditions: Examine spaces to verify that they are ready to receive cabinets and countertops.
 - 2. Verify grounds, blocking and supports for proper location and support of cabinets before beginning installation. Verify location of mechanical and electrical rough-ins to assure proper match with installed equipment.
 - 3. Survey each kitchen and bath to verify dimensions for cabinets and countertops.

Fair Housing Accessibility Guidelines, March 6, 1991 available from HUD, FHEO/Office of Program Training and Technical Assistance, 451 7th Street SW, Room 5240, Washington, DC 20410, 202/708-0870 or Fair Housing Information Clearinghouse, PO Box 6091, Rockville, MD 20850, 1/800/343-3442 or 301/251-5161. Fair Housing Accessibility Guidelines are available in the NIBS CCB program.

U.S. Department of Housing and Urban Development (HUD), HUD USER, PO Box 6091, Rockville, MD 20850, 1/800/245-2691, 301/251-5254.

Adaptable Housing, A Technical Manual for Implementing Adaptable Dwelling Unit Specifications, HUD-1124-PDR, Office of Policy Development and Research, November, 1987.
HUD Minimum Property Standards for Housing, 1984 Edition (with changes).

Builders Hardware Manufacturers Association (BHMA), 355 Lexington Avenue, 17th Floor, New York, NY 10017, 212/661-4261

A156.9 Cabinet Hardware, 1988.

Construction Specifications Institute (CSI), 601 Madison Street, Alexandria, Virginia, 22314, 703/684-0300.

SpecGUIDE G12370 Residential Casework.

Kitchen Cabinet Manufacturers Association (KCMA), 1899 Preston White Drive, Reston, Virginia, 22091-4326, 703/264-1690.

A161.1 Recommended Performance & Construction Standards for Kitchen and Vanity Cabinets, 1990.

National Electrical Manufacturers Association (NEMA), 2101 L Street, NW, Washington, DC, 20037, 202/457-8400

LD 3 High-Pressure Decorative Laminates, 1991.

OTHER GUIDE SPECIFICATIONS

AIA MASTERSPEC Section 12372 Kitchen Casework.

CSRF/CSI SPECTEXT Section 12370 Residential Casework.

Naval Facilities Engineering Command (NAVFAC) Guide Specifications Section 12391 Residential Kitchen and Vanity Cabinets.

US Army Corps of Engineers (COE) Section 12390 Kitchen Cabinets.

END OF SPECIFICATION AID