

Pre-Bid Meeting Minutes
Westgate Villa HVAC Replacement 19-07-57 (22)
Wednesday, May 22, 2019
10:00 a.m.

Attendees:

Anthony Shomin	KCKHA Director of Facilities Management
Sue Martin	KCKHA Administrative Assistant
Steve Stein	KCKHA Inspector
Wayne Thompson	Thompson Design Consultants
Interested Bidders	(see attached list)

Mr. Thompsons opened the meeting by describing the details of the project which is the installation of HVAC Replacement in 20 dwelling units, 1327-3215 N. 61st Street, Kansas City, Kansas, 66104 (odd numbers).

The work consists of the removal and disposal of existing condensing units and cooling coils, installation of new cooling coils in existing furnaces, installation of new refrigerant lines to replace the existing lines, and installation of pad-mounted condensing units in the same locations as the existing condensing units.

There are 16 one bedroom and 4 two bedroom, the one bedroom uses one and half ton units and the two bedroom uses two ton units..

All of the condensing units are to be replaced and all cooling coils. Furnaces remain, replace the safety disconnects, replace the power wiring, replace thermostats and wiring.

Q. The low voltage wire to the thermostat? Is that optional or not?

A. Yes, replace the wires and thermostat. That is a flat spec for housing authority. The HA always use the same one which is Braeburn 1000.

Q. The power wiring replace? Is that line side or load side or both?

A. All wiring is to be replaced, the conduits can remain in place and circuit breakers are to be replaced. Refrigerant piping is to be replaced as well. Line sets are acceptable.

Q. What is the purpose of replacing all of the wiring?

A. Its old, do not know the shape it is in. Want all replaced. This will be addressed in an addendum.

Q. When was it built?

A. 1980

Q. Any Specification on the type of equipment?

A. There are 3 different manufactures specified. The model numbers in the spec are for Goodman.

Q Are we suppose to use the current pads for the condensing units?

A. Yes, reuse. Make sure the clearance is specified and make sure they are level and the units are bolted down. Some are currently not level.

Q. There are four or five that are tilted, are those going to be in the prints?

A. No. It is your responsibility to make sure all are level.

Q. Is it going to be a one unit a day job? Are the units empty?

A. All are occupied, technically handicap units. Please leave them with air as most are handicapped or elderly.

Q. What is the timeframe?

A. 120 days

Q. Is the contractor responsible for removing the refrigerant or the HA?

A. In past projects the contractor removes the refrigerant and gives back to HA.

Q. Since occupied, can we use either wage rate for sheet metal local 2 and or pipefitters?

A. Please use the wage rate provided in the specs and follow department of labor guidelines.

Q. Is there a permit required?

A. We require you take plans to the city and have them make that determination.

Please note this is a prevailing wage job. Be sure to pay close attention to documents required with your bid and documents required within 3 days of bid.

Bids are due June 12th, 2019 at 3:00 p.m. Documents required with bid submittals.

- Bid Form
- Bid Bond

Interested bidders were taken to the site for a tour of job site.

With no further questions, meeting was adjourned.

SECTION 3 Requirements:

Section 3 Policy

What is Section 3?

Section 3 is a provision of the Housing and Urban Development (HUD) Act of 1968 that helps foster local economic development, neighborhood improvement, and individual self-sufficiency. HUD investments in local communities represent one of the largest sources of federal funding, and the expenditure of these funds typically results in new contracts and jobs. The Section 3 requirements stipulate that local low-income persons, and businesses that substantially employ those persons, receive priority consideration

for a percentage of new training, employment, and contracting opportunities that are created from certain HUD funds. Please visit www.hud.gov/section3 for more information on the requirements of Section 3.

Who are Section 3 residents?

A "Section 3 Resident" is:

- 1) a public housing resident; or
- 2) a low- or very low-income person residing in the metropolitan area or Non-Metropolitan County where the Section 3 covered assistance is expended.

What does that mean? It means that IF your company, not P.O. Box, not a temp. trailer or office but your corporate office is located in that Section 3 Zone the funding is coming from then, your company and at least 30% of your employees MUST come from the Section 3 Zone the funding is coming from, if a company or joint venture cannot do the contract the project moves out further BUT not the employees who should also have their Sect. 3 Certification.

What is a Section 3 Business?

If your business meets one of the following criteria, you may be eligible to receive priority consideration when bidding on certain HUD-funded contracts or subcontracts:

- 1) 51 percent or more owned by Section 3 residents; or
- 2) At least 30 percent of full-time, permanent staff are Section 3 residents (or were Section 3 residents within the last 3 years); or
- 3) Evidence of a commitment to subcontract 25 percent or more of the total dollar amount of all subcontracts to businesses that meet one of the criteria listed above

What is the Section 3 Business Registry?

The Section 3 Business Registry is a listing of businesses that have self-certified that they meet one of the eligibility criteria of a Section 3 business, and have submitted publicly available information about their firm (i.e. business name, address, type of services provided, etc.) to be included HUD's online database.

The Section 3 Business Registry will be used by Public Housing Authorities (PHAs); State, County, and local government agencies; property owners; developers; contractors; and others as a resource for finding local Section 3 businesses to be notified about HUD-funded contracting opportunities. Section 3 residents are also encouraged to use the registry to locate Section 3 businesses that may have new HUD-funded jobs as a result of recently awarded HUD-funded contracts. HUD will maintain the Section 3 Business Registry to assist agencies that receive HUD funds with meeting

their Section 3 obligations. However, HUD does not verify information submitted by businesses and does not endorse the services they provide. Therefore, grantees and other users should perform due diligence to confirm eligibility before awarding contracts to firms in the Section 3 Business Registry. Contact HUD at sec3biz@hud.gov if you believe firms in HUD's Section 3 Business Registry have potentially misrepresented themselves. In such situations, HUD will request documentation to verify the businesses' eligibility. Businesses that are found to have misrepresented themselves will be removed from the Section 3 Business Registry and penalized (see HUD's Section 3 Business Registry webpage for more information). To search for Section 3 businesses in your community, register your business, or learn more about HUD's Section 3 Business Registry, please visit: www.hud.gov/Sec3biz Section 3 and HUD-Funded Contracts



Section 3 Low Income Guidelines

Kansas City, MO-KS

Metro Area

Household Size	Below
1	\$46,350
2	\$52,950
3	\$59,550
4	\$66,150