



Strength, Dignity, Quality of Life

MISSOURI HOUSING

DEVELOPMENT COMMISSION

Missouri Housing Development Commission

Rental Production
Construction Compliance

Tina Beer Director of Operations

Percy Bishop

Scott Kincaid

Kirk Lett

Issue 1:

Accessible units for the physically challenged

- Assume you will incorporate full accessibility into 5% of the units. If your development involves renovation of existing facilities which are exempt from federal regulations, please contact MHDC.
- Tax Credit and Tax Exempt work is not federally funded work, thus the local building code or city accessibility requirements shall dictate design.

Issue 2:

Assemblies for the Hearing & Visually challenged

- 2% of the units shall incorporate hearing and visually (H&V) impaired accessories, when federally funded. (1% at T & TE jobs.)
- HUD has stated that the required H&V impaired accessories can be stored and installed upon request.
- MHDC is stating the entire facility needs to be constructed so that these H&V accessories can be installed at any residential unit.
- If only selected locations are available, you are to install the H&V accessories in designated units prior to Final Punch.
- H & V impaired equipment includes, but is not limited to: Light and bell door-bell. Horn and strobe fire alarm. Security system with “activity light” and large readout or audible capabilities. HVAC thermostat in the largest size possible or with audible abilities.

Issue 3:

Owner Architect Agreement

- B181: Will be unavailable for “legal” use as of May 1, 2011. If you can execute this year’s contract prior to that date, do so.
- B101-2007: Std Form of Agreement between Owner & Architect, will be used for residential & commercial work.
- B109-2010: Std Form of Agreement between Owner & Architect, will be used for Multi-Family work.
- Please allocate and indicate 20% of the total design fee to be dispersed during the construction period.
- This 20% should be paid out with consideration of the progress of the construction.
- B101 or B109 Rider: Please indicate the official number of site visits by the architect to the job site per month.

Issue 4: FIN 115 & AIA doc G703

- The FIN 115 listed in the guidelines is the precursor of the AIA doc G703. The re-alignment of each line item to coordinate the work percentage completed and its expense needs to be addressed monthly. This line item “re-alignment” will be accomplished through a “no-cost” change order or attached to a change order adding monies to the contract for construction.

Issue 5:

Sub-division Deed Restrictions and/or Covenants

- If you are purchasing lots, MHDC needs the county sub-division deed restrictions and/or covenants. These will be incorporated into the Firm Submission.
- If there are quality standards, design standards or construction directives in the deed restrictions or covenants, this document will be bound in the specification.
- If no deed restrictions or covenants exist, please submit a simple e-mail stating such.



Issue 6:

Garages for the disabled

- Free standing or attached garages are not **specifically** addressed in any federal regulation(s).
- MHDC will discuss options and opinions with the development team to achieve a solution of which the architect of record and the owner will assume responsibility.



Issue 7: City Licenses

- **Out-of-town general contractor or sub-contractors may be required to register or purchase a city business license prior to acquiring a building permit.**



Issue 8:

Construction Warranty Period

- **Regardless of the actual date of unit occupancy, the owner and/or contractor shall warranty the work for a full 12 months after the “total development wide G 704” is issued.**



Issue 9: Off site stored material

- If the possibility exists, please contact Scott Kincaid, Percy Bishop, Kirk Lett or Lorenzo Rice prior to the execution of the construction contract or at the “Pre-closing”.
- Assume that the payment for materials stored off- site will not be allowed.



Issue 10:

(Davis Bacon) Wage Determination:

- All MHDC developments will be required to incorporate the wage determination within the contract for construction.
- Please consider scheduling your last addendum 10 days prior to pre-closing [construction contract execution] for acceptance and acknowledgement by all sub-contractors of the required wage rate for all their workers.
- The wage determination is to be bound in the job's specifications with a printing or publishing date not beyond 10 days prior to the closing.



Issue 11: Solar energy production.

- If you include solar, geothermal, wind generated electrical or heating systems in the permanent loan or tax credit awards, you will maintain and operate the system for the life of the loan or tax credit period.
- If you are considering leasing a system, please contact MHDC.



Issue 12: Soil erosion protection

- **The state agencies of Missouri and its affiliated construction operations have been targeted by the Attorney General, the Environmental Protection Agency and the Missouri Department of Natural Resources for increased inspection of the construction soil erosion protection assemblies, their design and maintenance. General contractors will be subject to fines if measures taken are judged inadequate.**

Issue 13:

Owner-General Contractor Agreement

- Owner – General Contractors Agreement- AIA Document A101, Construction Contract (MHDC Form 92442-CA), General Requirements AIA document A201: If any party is proposing wholesale editing of these documents, the MHDC legal staff needs these rough drafts as soon as possible.
- MHDC will delay the “pre-closing” if any issues are outstanding between the parties listed within any of these documents.



Issue 14: Drawing and Specification submission

- 1st set to MHDC at the time a set is presented to the city building inspector. The set should be “Professional seal ready”, less city comments.
- 2nd set to MHDC at the “Pre-closing”, delivered to location of the “Pre-closing”.



Issue 15: Building Codes

- All construction shall comply with the local building code(s).
- MHDC will continue to require the incorporation of the 2006 IBC, 2006 IRC as the default building code if there is no code locally enforced.
- Side bar: Please consider the design impact of including a storm shelter in your current designs.



Issue 16:

Sustainable Design:

Compliance or Certification?

- **Certification:** To all certifying their development, e-copies of the certificates are required prior to the conversion of the loan or for presentation of the Tax credits.
- **Compliance:** A letterhead statement from the Developer will be submitted to MHDC stating the design and construction of the development meets and/or exceeds the standards as proposed in the application for funding.

Issue 17:

United States Department of Agriculture, Rural Development

- USDA “closes” their projects at the pre-construction conference.
- First: MHDC legal department needs the entire construction specification with RD front end or boiler plate material for review ASAP.
- Second: MHDC needs a full set of executed documents sent. Photostat copies and/or “pdf” transmissions are acceptable [sent to the Construction Compliance group].
- Side Bar: Only the signed sheets need be delivered to MHDC.



Issue 18: Architects reports

- For the duration of the construction period, the architect of record or their representative will submit one report per month.
- Construction retainage distribution will be subject to the reception by MHDC of all monthly reports.
- The monthly reports are to be in electronic format.



Issue 19: Building/Unit Addresses

- **Keep MHDC informed of the address changes of each unit. Please relate the final city appointed address to that indicated in the MHDC application and/or that indicated on the drawings.**
- **Address changes may require a change order be executed to ensure compliance to the Firm Commitment.**

Issue 20: Radon

What Your Test Results Mean

- The average indoor radon level is estimated to be about 1.3 pCi/L, and about 0.4 pCi/L of radon is normally found in the outside air.
- The U.S. Congress has set a long-term goal that indoor radon levels be no more than outdoor levels.
- While this goal is not yet technologically achievable in all cases, most homes today *can* be reduced to 2 pCi/L or below.
- “Currently” a maximum reading of 4 pCi/L or 4 pico curies per liter of air is considered safe.



Issue 21:

Construction completion

- Upon issuance of final Certificate of Substantial Completion for the entire project, the owner will schedule a final inspection with the MHDC inspector assigned to the project.
- The owner will submit copies of all Certificate of Substantial Completion/Certificate of Occupancy permits to MHDC at completion of construction.
- The owner will coordinate the list of incomplete work and the dollar value with the MHDC inspector.



Issue 22:

Latent defect inspection

- **The Owner, general contractor, architect, the development manager and the MHDC inspector shall be a part of the nine month warranty inspection scheduled by the MHDC inspector. Defects noted shall be documented by the architect and issued to all parties. MHDC shall be notified once all corrections have been completed.**



Strength, Dignity, Quality of Life

MISSOURI HOUSING

DEVELOPMENT COMMISSION