

NOTICE: This matrix is being provided for the purpose of summarizing the potential compliance requirements that may accompany an award of financial assistance. It is a general description, and is only intended as a summary. This version of the matrix may not encompass all recent changes to compliance requirements. The actual requirements of a project will be determined on a case-by-case basis. Any questions should be directed to PED staff.

Updated January, 2019

Compliance	Thresholds	Requirements	Exemptions
Affirmative Action / Equal Employment Opportunity (AA/EEO)	a) \$50,000, total public subsidy or contract, cumulative over 12 months, OR b) Sales made under HRA Land disposition policy	a. All contractors, prime and sub, have a goal of 32% for minorities and 20% for women participating on the project. b. In addition, the recipient must file an affirmative action program registration to diversify and implement fair employment practices with its workforce. The registration with the city remains in effect for 2 years.	None
Bonds – revenue and conduit (includes 4% tax credits)	All Bonds – No threshold	Little Davis-Bacon, Affirmative Action, Vendor Outreach, Sustainable Green Policy (for Housing Revenue Bonds)	None
Business Subsidy (State Law Chapter 116J.993)	a) \$150,000 for <u>grant or other subsidy</u> , yearly reporting is required beginning at \$25,000; b) over \$150,000 for loan or loan guarantee, yearly reporting required beginning at \$75,000	Wage and job goals, reporting.	Redevelopment when purchase of the site and site preparation is greater than 70% of assessed value, redevelopment of contaminated property, pollution control or abatement, renovation of old buildings or historic district assistance when assistance is less than 50% of cost, energy conservation, <u>housing</u> , certain non-profit corporations, and other exemptions.
City and State Labor Standards (Little Davis-Bacon)	\$25,000 (total project cost)	Applies to new construction work, demolition work, rehabilitation, or repair work; onsite workers whose duties are physical or manual are paid weekly minimum prevailing rates including fringe benefits. Weekly certified payroll and compliance documentation submittal required.	<ul style="list-style-type: none"> Housing projects with 7 or fewer units. Contact Labor Standards in HREEO re possible exemptions
Early notification system	\$250,000 or award of developer rights	Provides notice to interested persons of applications for HRA financial assistance of \$250,000 or more and developer rights.	Conduit bond
Federal Labor Standards (Davis-Bacon)	\$2,000 (total project cost)	When funding is of federal origin (CDBG, HOME, ARRA, EEC, etc.), projects consisting of new construction work, demolition work, or repair work; onsite workers whose duties are physical or manual are paid weekly minimum prevailing wage rates including fringe benefits. Weekly certified payroll and compliance documentation is required.	<ul style="list-style-type: none"> Housing projects with 7 or fewer units assisted with CDBG funds – [11 or fewer units assisted with HOME funds]. Single family homes. Demolition without future reuse is exempt. <i>No exemptions for commercial</i>
HUD Section 3	Any amount of HUD funding (CDBG, HOME, NSP, HOPWA grants, etc.). Contractors share responsibility at \$100,000 construction contract.	When certain federal funding is used (most often CDBG, CDBG-R, HOME, NSP), Section 3 requires that grantees, developers, contractors, and subcontractors direct employment and economic opportunities, to the greatest extent feasible, toward low- and very low-income persons (Section 3 residents) and businesses that provide economic opportunity to Section 3 residents (Section 3 business concerns).	None
Limited English Proficiency (LEP)	All federal financial assistance	Requirement to provide meaningful access to PED programs, services and activities to persons with limited English proficiency.	None

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Living Wage (City Ordinance Administrative Code Chapter 98)	\$100,000	In 2019, living wage at 130% of the poverty level for a family of four is \$16.09 per hour without insurance or 110% (\$13.62 per hour) if health benefits are provided. Wage rates change annually. Duration is longer of three years or length of subsidy.	Small businesses with <ul style="list-style-type: none"> • 20 or fewer full time employees, • gross revenues of less than \$1,000,000 or if • professional/technical business then gross revenues less than \$2,500,000 • <i>No exemptions for housing</i>
Low Income Housing Tax Credits – 9% (see Bonds for thresholds and requirements for 4% tax credits)	All	None	
Project Labor Agreements (PLA)	\$250,000 (Effective June 4, 2009.)	Building and construction projects, parks, public works	Conduit bond
Sustainable Building Policy	More than \$200,000. All new construction projects and renovation projects of 10,000 sf and greater, and certain projects that include adding square footage to an existing building	Must be certified under one of the eligible green building standards, and comply with the Saint Paul Overlay. See Ordinance that will become effective July 1, 2018.	Conduit bond except for multi-family housing revenue bonds.
PED/HRA Sustainability Initiative	All newly constructed commercial buildings over 15,000 square feet AND	Participate in Xcel Energy Design Assistance	Does not apply if complying with the Sustainable Building Policy
	All new multifamily buildings AND	Participate in Xcel Energy Design Assistance or ENERGY STAR New Homes	
	All rehab of single-family and duplex properties	Participate in Home Performance with ENERGY STAR	
Two Bid Policy	\$20,000	Requirement to obtain two bids from general contractors and subcontractors; award contract to lowest responsible bidder.	Exemption of process followed for negotiated contract with general contractor.
Vendor Outreach Program (VOP)	a. Total project cost in excess of \$50,000 or more, regardless of City contribution (eg: if there is a STAR grant award of \$25,000 and the total project cost is \$60,000, VOP applies). b. Sales made under HRA Land Disposition Policy	Project goals set on a project-by-project basis. Generally, 25% of Business Opportunities should be awarded to CERT certified Small, Women-owned and Minority-owned businesses, with at least 10% awarded to Small businesses, at least 10% awarded to Women- owned businesses, and at least 5% to Minority-owned businesses. B2Gnow reporting required. If at any time the project is not meeting the VOP goals, then Good Faith Efforts are required	None