

### SECTION 3 – CONTRACTOR INTENT TO COMPLY

For Project (insert project name):

In (Insert City Name): \_\_\_\_\_ IFA Project Number: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ hereinafter referred to as “CONTRACTOR.”

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

This form is the CONTRACTOR’s official statement acknowledging their understanding that Section 3 requirements are mandatory for the proposed project which is funded in part with funds from the Department of Housing and Urban Development (HUD). The form also signifies the CONTRACTOR’s intent to comply with the Section 3 requirements as outlined in the plans and specifications, including but not limited to, the intent to utilize Section 3 (low to moderate income) workers and subcontractors where possible and complying with all mandatory reporting related to Section 3 HUD guidelines.

In recognition of the intent to comply the CONTRACTOR indicates their compliance with the following certifications:

- ☐ YES If awarded a contract for this HUD-funded project, CONTRACTOR is able to determine employee’s hourly wages and addresses.
- ☐ YES ☐ NO Is this business a registered Section 3 business with the U.S. Department of Housing and Urban Development? You can search for Section 3 Businesses here: <https://hudapps.hud.gov/OpportunityPortal/>
- ☐ YES Willing to provide information on the hours worked by all employees, including Section 3 and Targeted Section 3 employees for this job?
- ☐ YES If the need to hire new employees during this job occurs, agree to hire Section 3 qualified employees for those job opportunities presuming all other qualifications are equal with qualified non Section 3 applicants?
- ☐ YES If the need to subcontract arises, willing to CONSIDER hiring and subcontracting with a Section 3 business registered with HUD. You can search for Section 3 Businesses here: <https://hudapps.hud.gov/OpportunityPortal/>

The CONTRACTOR estimates that the total hours worked on this project by employees of the CONTRACTOR will be \_\_\_\_\_.

The CONTRACTOR recognizes that this contracting opportunity is subject to HUD Section requirements ([24 CFR Part 75](#)). The CONTRACTOR has read and understands the Section 3 requirements as generally described above and presented in the Section 3 contract language included in the procurement documents for this project (plans and specifications, request for qualification, request for proposals, etc.). If awarded a contract, the CONTRACTOR commits to following Section 3 requirements, as they apply to this project. If awarded a contract for this project, the CONTRACTOR agrees to provide reports to the project’s Grant Administrator on a timely basis) regarding Section 3 efforts and accomplishments.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_