

SECTION 3 CLAUSE

- 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 or 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. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires

that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).



SECTION 3 OVERVIEW

Section 3 of the U.S. Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u) requires SHRA to ensure that employment and other economic opportunities are directed to public housing residents and other low-income persons, to the greatest extent feasible, particularly recipients of government housing assistance, and local businesses that provide economic opportunities to low- and very low-income persons and Section 3 Residents.

Outlined below are minimum requirements to be met by the contractor and all subcontractors performing work on this project. The minimum requirements are triggered by federal regulations and SHRA policy and require active involvement by the contractor and subcontractors in soliciting local employees and contractors. Specifically, Section 3 of the Housing and Urban Development Act of 1968 as amended (12U.S.C. 1701u) and SHRA policy requires, to the greatest extent feasible, that economic opportunities be provided to Section 3 Residents and Section 3 Businesses.

SECTION 3 EMPLOYMENT GOALS		
Who Must Comply	Area of Focus	Goal
Contractors	New Hires and Trainees	30% of new hires
Any Tier Subcontractors	New Hires and Trainees	30% of new hires

SECTION 3 SUB-CONTRACTING GOALS		
Who Must Comply	Area of Focus	Goal
Building trades work for maintenance, repair, modernization or development of public or Indian housing, or for building trades work arising in connection with housing rehabilitation, housing construction and other public construction	Subcontract Awards	At least 10 percent of the total dollar amount of all contracts
Any Tier Subcontractors	Subcontract Awards	At least 10 percent of the total dollar amount of all contracts
All other Section 3 covered contracts		At least three (3) percent of the total dollar amount

Progressive sanctions may be imposed on any contractor / subcontractor found not to be in compliance or willfully disregards the requirements of Section 3 including cancellation, termination or suspension of the contract in whole or in part, and the contractor may be declared ineligible for further SHRA contract awards for a period of one to three years.

Definitions

Employment Opportunity

Any job opening arising from SHRA contracts/projects, to include permanent, temporary or seasonal employment opportunities, including management and administrative jobs. Management and administrative jobs include architectural, engineering or related professional services required to prepare plans, drawings, specifications, or work write-ups; and jobs directly related to administrative support of these activities (construction mgr., relocation specialist, payroll clerk, etc.)

New Hire

An individual that is not employed by the contractor prior to the time the contract is executed (hired to specifically perform work on this project). New hires and jobs created (both union and nonunion) include all job openings and vacancies created as a result of retirement, voluntary separation, terminations and expansions of the workforce, as a result of a project funded by SHRA.

Section 3 Resident

- (1) Public housing residents
- (2) Persons who live in the Local Area (within the boundaries of the City and County of Sacramento) where a HUD or SHRA assisted project is located and who is considered to be a low- to very-low income person (have a household income that falls below HUD’s income limits). HUD income limits are provided below and on the New Hire Questionnaire.

Review the chart below, match your household size (include yourself) with the **maximum** household income before taking this employment opportunity.

<i>INCOME LIMITS – 2020</i>								
Number in Household	1	2	3	4	5	6	7	8
Maximum Household Income	\$48,350	\$55,250	\$62,150	\$69,050	\$74,600	\$80,100	\$85,650	\$91,150

For example, if your household size is 3 and the total annual household income was \$55,000.00, you would fall within the income limits of the chart. From the chart above, the income was below the maximum for a family of 3 (\$60,250.00).

If the applicant’s total household income is within the limits of the chart, that person is considered a Section 3 Resident.

Section 3 Business

- (1) 51% or more owned by Section 3 residents; or
- (2) Employs Section 3 residents for at least 30% of its full- time, permanent staff; or
- (3) Provides evidence of a commitment to subcontract to Section 3 business concerns, 25% or more of the dollar amount of the awarded contract to businesses that meet the qualifications set forth in items (1) or (2) above.

Section 3 Covered Contract

A contract or subcontract (including a professional service contract) awarded by a recipient or contractor for work generated by the expenditure of Section 3 covered assistance, or for work arising in connection with a Section 3 covered project.

Section 3 Covered Project

The construction, reconstruction, conversion or rehabilitation of housing (including reduction and abatement of lead-based paint), other public construction which includes buildings or improvements (regardless of ownership) assisted with housing or community development assistance or SHRA funds.

Contractor & Subcontractor Obligations for Section 3 Compliance

- (1) Demonstrate a good faith effort, to the greatest extent feasible, to utilize eligible/qualified Section 3 area residents as employees and trainees when new hires are needed.
- (2) Identify the number of positions, by classification/function, required to plan and complete the work to be done under the Section 3 covered project, this includes management and administrative personnel;
- (3) Determine how many of these positions are currently filled and which are not filled by regular, permanent employees.

Contractor & Subcontractor Actions to Demonstrate a Good Faith Effort

The awarded contractor and all subcontractors on the Section 3 Covered Contract/Project are required to identify any new hire opportunity resulting from obtaining this contract. Prior to receiving the Notice to Proceed, the awarded contractor and all subcontractors shall provide to SHRA Procurement Services a complete Employee Roster and a completed/signed Section 3 Economic Opportunity Plan. If the awarded contractor and/or his subcontractors do not anticipate hiring anyone as a result of the contract, complete the bottom section of the form: "Notification of the Intent to Use Current Workforce."

Examples of actions demonstrating a good faith effort to employ Section 3 qualified residents and businesses include:

- (1) Advertise in local/neighborhood newspapers/publications.
- (2) Post opportunity flyers/notices in the common areas of SHRA public housing communities.
- (3) Contact and post flyers/notices at the Sacramento County BIC's (Business Information Centers), local and ethnic Chambers of Commerce, SBA, etc.
- (4) At the job site, post the job opportunity notice and the Section 3 poster where the public may reasonably view it.
- (5) Contact local job training centers or labor organizations.

Order of Preference for Hiring and Contracting

Order of Providing Training and Employment Opportunities to Section 3 Residents

All contractors and any second tier subcontractor shall, to the greatest extent feasible, provide training and employment opportunities to Section 3 residents to meet or exceed a numerical goal of 30% of all new hires in the following order of priority:

- Priority 1: A resident of the SHRA housing site within the project area / neighborhood (i.e. Oak Park, Del Paso Heights, North Highlands, Rio Linda, etc.), and/or the Jobs Plus or Resident Services Program;
- Priority 2: A resident of any SHRA housing site;
- Priority 3: All other Section 3 eligible residents in Sacramento City/County.

Order of Providing Preference for Section 3 Businesses in Contracting Opportunities

Contractors and subcontractors shall direct their efforts to award Section 3 covered contracts, to the greatest extent feasible, to Section 3 businesses in the order of priority provided below.

- Priority 1: Businesses that are 51 percent (51%) or more owned by residents of the housing site at which the Section 3 covered assistance is expended, or whose full-time, permanent workforce includes no less than 30 percent (30%) of these persons as employees;
- Priority 2: Businesses that are 51 percent (51%) or more owned by residents of other housing sites or developments managed by SHRA or whose full-time, permanent workforce includes no less than 30 percent (30%) of these persons as employees;
- Priority 3: Businesses that are 51 percent (51%) or more owned by Section 3 residents, or whose permanent, fulltime workforce includes no less than 30 percent (30%) Section 3 residents, or that subcontract in excess of 25 percent (25%) of the total amount of subcontracts to business concerns identified above.

Other Economic Opportunities Process

In the event a Prime Contractor has no demonstrated plan or need to hire and/or subcontract with or is unable to meet the hiring and/or subcontracting requirements in Section V. above, the Prime Contractor is required to provide other economic opportunities by completing form Section 00630. It should be noted that the inability to meet the hiring and/or subcontracting requirements must be documented completely on form Section 00630.

Other Economic Opportunities could include direct subcontracting with a Section 3 Business Concern (subcontracting for work not included in the scope of work), training programs, mentorship program participation, joint ventures or other results oriented economic opportunities directed towards Section 3 Residents and Business Concerns. Any Other Economic Opportunities must be proposed in detail in form Section 00630.

If the other forms of Other Economic Opportunities are not feasible, the Prime Contractor may propose to make a direct contribution to the Section 3 Fund. Guidance on how to contribute to the Section 3 Fund is outlined below:

Hiring Requirements Contribution: If a Prime Contractor chooses to contribute to the Section 3 Fund in order to meet its Other Economic Opportunity because they are unable to meet the hiring requirement or because they cannot provide other economic opportunities, the Prime Contractor will pay 5% of the total dollar amount of the contract for building trade work or 1.5% for all other contracts to the Section 3 Fund. The amount paid shall not exceed \$100,000 for any one contract.

Contracting Requirements Contribution: If a Prime Contractor chooses to contribute to the Section 3 Fund as its Other Economic Opportunity because they cannot meet the full Section 3 Business Concerns subcontracting requirements and cannot provide other Economic Opportunities, the difference between the 10% of the covered contract for building and trade work or 3% for non-construction and the actual amount provided to Section 3 Business Concerns shall be paid to the Section 3 Fund. A Prime Contractor may also pay the entire 10% of the covered contract for building or trade work or 3% for non-construction contracts, if the Prime Contractor has documented the infeasibility of offering any Other Economic Opportunities. In either case, the amount paid shall not exceed \$500,000 for any one contract.

SECTION 3 BUSINESS AND MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISE GUIDELINES FOR FEDERALLY FUNDED PROJECTS WITH SUBCONTRACTING OPPORTUNITIES

The Sacramento Housing and Redevelopment Agency (“SHRA” or “Agency”) is a joint powers authority governed by the Sacramento City Council and Sacramento County Board of Supervisors. SHRA was established in 1973 to be the public developer for the City and County of Sacramento, using market forces to rebuild blighted neighborhoods, provide access to decent housing for low income residents, and to create opportunities for employment and self sufficiency. Additionally, SHRA is the local public housing authority and maintains a substantial housing unit inventory and is involved in many public works projects throughout the city and county. All this activity creates many contracting and economic opportunities for local businesses.

SHRA is committed to offering contracting opportunities to local businesses. And as a major recipient of federal funds, the Agency further makes these economic opportunities available to businesses owned by Section 3 residents and Minority and Women Business Enterprises (M/WBE).

This guide is designed to help bidders/offerors and others conduct outreach to Section 3 and M/WBE businesses as required by federal regulations. The Agency’s commitment to this process also means that we are always available to help bidders/offerors and community members realize contracting opportunities. We may be contacted at the numbers listed in Section V below to answer questions and provide additional assistance.

I. SECTION 3 BUSINESS REQUIREMENTS

The purpose of Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3) is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State and local laws and regulations, be directed to low-and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low-and very low-income persons.

A. DEFINITIONS:

1. Section 3 Resident
 - a. Public housing residents
 - b. Persons who live in the Local Area (within the boundaries of the City and County of Sacramento) where a HUD assisted project is located and who is considered to be a low- to very-low income person (have a household income that falls below HUD’s income limits). HUD income limits are provided on the New Hire Questionnaire.
2. Section 3 Business
 - a. 51% or more owned by Section 3 residents; or
 - b. Employs Section 3 residents for at least 30% of its full-time, permanent staff; or
 - c. Provides evidence of a commitment to subcontract to Section 3 business concerns, 25% or more of the dollar amount of the awarded contract to businesses that meet the qualifications set forth in items (1) or (2) above.

II. M/WBE PROGRAM REQUIREMENTS

For bids \$25,000 and above, this project is subject to the Minority Business Enterprise (“MBE”) and Women’s Business Enterprise (“WBE”) requirements under the U.S Department of Housing

and Urban Development. The specific federal requirements are found at 2 CFR 200.321.

III. CERTIFICATION

A Section 3 or M/WBE business designated in the bid/offer must, upon request, certify that the firm is a Section 3 business or owned and controlled by a woman or women or a member of a minority group or groups. A business may complete a Vendor's Application to certify. Any business interested in participating in the SHRA Outreach List may do so by completing a Vendor's Application available from Procurement Services.

IV. DEMONSTRATING GOOD FAITH EFFORTS

Bidders/offerors are to solicit quotes from Section 3 and M/WBE firms for any subcontracting opportunity. This can be achieved by advertising in a daily or weekly newspaper/ trade magazine of general circulation; or, by contacting the Section 3 and M/WBE firms directly, at least 14 days prior to bid opening but no less than 7 days prior to bid opening or date of bid submittal if bid is submitted prior to bid due date. The Agency's Section 3 and M/WBE program is designed to help bidders/offerors meet HUD Section 3 and M/WBE requirements and is modified periodically to increase usefulness in response to local and national objectives.

The bidder/offeror has the responsibility of demonstrating that its efforts meet the Section 3 and M/WBE Program Requirements of soliciting from Section 3 and M/WBE businesses for any subcontracting opportunity. The Agency has provided the Section 00471, 00472, and 00473 forms in the Bid Package/Contract Manual which are to be utilized by bidders/offerors to demonstrate their efforts to comply with the Section 3 and M/WBE Program Requirements. Bidders/offerors must submit these forms (including any supporting documentation) with the bid/offer, or the bid/offer may be considered non-responsive.

- A. Complete the attached **Section 3 Business and Minority/Women Business Enterprise Trade/Craft Documentation Sheet**, by recording the name of the contractor/sub-contractor performing the work, the trade/craft, and the CSLB License # (as applicable). Indicate if the contractor/subcontractor is a Section 3 Business (Yes/No), a M/WBE Business (Yes/No), and if a copy of the Outreach Effort(s) are attached. For any contractor/sub-contractor listed who is not a Section 3 Business and/or an M/WBE, an Outreach Effort must be attached.
- B. Complete the attached **Section 3 Business and Minority/Women Business Enterprise Good Faith Effort Contact Log**, by recording results of direct solicitation (phone/email) efforts to contact Section 3 and M/WBE sub-contractors or by attaching copies of advertisement or facsimile solicitations.
- C. Complete the attached **Section 3 Business and Minority/Women Business Enterprise Outreach Questionnaire**, by answering the questions and signing the affidavit at the bottom of the page.
- D. **SHRA Outreach List.** The Agency can provide a project specific list of known Section 3 and (when applicable) M/WBE businesses to assist bidders/offerors with meeting Section 3 or M/WBE requirements. Bidders/offerors should utilize additional outreach sources to assist with their efforts in making a good faith effort to satisfy the Section 3 and M/WBE requirements. If the list does not represent the trades/services that you are seeking, refer to the following examples of efforts to award contracting opportunities:

V. HELPFUL RESOURCES

- A. Contacting business assistance agencies, minority contractors associations and community organizations to inform them of contracting opportunities and request their assistance in identifying Section 3 Business Concerns, M/WBE Businesses which may solicit bids or proposals for contracts for work. (Contact at least 14 days prior to proposal/bid due date. For proposals/bids with a 2-week response time contact must be made at least 7 calendar days prior to due date.)
- B. Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways to facilitate the participation of Section 3 Business Concerns. (Advertise at least 14 days prior to proposal/bid due date. For proposals/bids with a 2-week response time contact must be made at least 7 calendar days prior to due date.)
- C. Providing written notice to all Section 3 Businesses of the contacting opportunities. The notice should be in sufficient time to allow Section 3 Businesses to respond to the bid invitation or request for proposal. (Notify at least 14 days prior to proposal/bid due date. For proposals/bids with a 2-week response time contact must be made at least 7 calendar days prior to due date.)
- D. Advertising the contacting opportunities through trade association papers and newsletters, and through local media, such as community networks, newspapers of general circulation and radio advertisement. (Notify at least 14 days prior to proposal/bid due date. For proposals/bids with a 2-week response time contact must be made at least 7 calendar days prior to due date.)
- E. The following are additional resources for Section 3 outreach:

Edward T. Lewis, Section 3 Administrator

Sacramento Housing and Redevelopment Agency (SHRA)
801 12th Street, 3rd Floor
Sacramento, CA 95814
Telephone: 916-449-6275 Fax: 916-442-6736
elewis@shra.org | Section3@shra.org
www.shra.org

City of Sacramento Administrative Services Department

Office of Small Business Development (OSBD)
915 I Street; New City Hall, 2nd Floor
Sacramento, CA 95814-2714
Telephone: 916-808-7223 Fax: 916-808-6765
www.cityofsacramento.org/esbd

VI. SECTION 3 AND M/WBE REQUIREMENTS OF SUCCESSFUL BIDDER/OFFEROR

- A. **Records.** Complete the attached **Contractor Reporting for Construction Projects** The selected contractor shall maintain records of all subcontracts with Section 3 and/or M/WBE subcontractors. Such records shall show the name and business address of every Section 3 and M/WBE subcontractor and the total dollar amount actually paid to each Section 3 and/or M/WBE business.

Upon completion of the contract, a summary of these records shall be prepared, certified correct by the contractor or authorized representative and, upon request, furnished to the Agency.

- B. **New Hire Questionnaire** (attached): Each new hire of the contractor and all subcontractors is required to complete a New Hire Questionnaire. The questionnaire is

to be submitted to the SHRA Procurement Services representative. The purpose of the Questionnaire is to allow the gathering of information to gauge the economic impact of this project on the community (Local Area) and report statistical results to HUD. The greatest economic impact is made by the hiring of Section 3 Residents and the use of Section 3 Businesses as subcontractors and/or suppliers.

- C. **Project New Hire Tracking Summary** (attached): The prime contractor and all subcontractors are required to tally and record the required information during the course of the project. The prime contractor is responsible for collecting the completed forms from all subcontractors working on this project and submitting all forms with their final Certified Payroll Report (CPR) for the project.
- D. **Project New Hire Tracking Summary** (attached): The prime contractor and all subcontractors are to tally and record the required information during the course of the project. The prime contractor is responsible for collecting the completed forms from all subcontractors working on this project and submitting all forms with their final Certified Payroll Report (CPR) for the project.
- E. **Reporting Requirements and Sanctions.** Failure to provide specific information, records, reports, certifications, or any other documents required for compliance with these specifications shall be considered noncompliance with the contract.
- F. **Subcontracting.** No substitution of subcontractor, whether Section 3 or M/WBE or otherwise, shall be made at any time without the written consent of the Agency. If a subcontractor is unable to perform successfully and is to be replaced, the contractor will be required to make Section 3 and M/WBE good faith efforts to replace the original subcontractor.

LABOR STANDARDS

The Project or Program to which the construction work covered by this contract pertains is being assisted by the United States of America and the following Federal Labor Standards Provisions are included in this Contract pursuant to the provisions applicable to such Federal assistance.

**Federal Labor Standards Provisions – Form HUD-4010 (06/2009) – attached
Poster – Federally Funded Construction Projects – attached**

PREVAILING WAGE DECISION

All laborers and mechanics employed by contractors or subcontractors on **construction work financed in whole or in part by CDBG funds and in excess of \$2,000 or financed with HOME funds where 12 or more units are HOME assisted** must be paid, at a minimum, “**prevailing wages**” that have been determined in accordance with the **Davis-Bacon Act** as amended (40 U.S.C. 276a-276a-5). The Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333) also applies to such activities.

Davis-Bacon Wages – www.wdol.gov

DEBARMENT

The Federal System for Award Management (SAM) includes information regarding entities debarred, suspended, excluded or disqualified under the nonprocurement common rule, or otherwise declared ineligible from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits.

No firm nor any person holding an interest in the firm may contract or subcontract for any portion of a project funded, in whole or part with federal funds, if they are debarred or ineligible to be awarded contracts by the United States Government. Verification of eligibility is required prior to execution of any contracts or legal documents.

www.sam.gov

Rev 03-31-2020



**DECLARATION OF UNDERSTANDING AND INTENT TO COMPLY WITH SECTION 3
REQUIREMENTS**

General Submittal Instructions

Bidder/Proposer AND its first-tier subcontractors are required to submit a completed Section 3 and Economic Opportunity Plan(s) with bid. A “non-responsive” determination may be made due to non-submittal.

Bidder/Proposer AND its first-tier subcontractors whose Economic Plans indicate no subcontract awards to certified Section 3 Business Concerns will be required to submit supporting documentation for review and approval verifying outreach efforts and attempts to award subcontracts to Section 3 Business Concerns in bid. A “non-responsive” determination shall be made due to a lack of documented outreach to Section 3 Business Concerns by the Bidder/Proposer. Exception: bid/proposal indicating no projected hiring and/or subcontracting opportunities.

Special Instructions for SHRA Developers

Submit all completed Section 3 and Economic Opportunity Plans before construction begins or at the beginning of each project phase (determined on case-by-case). Developers submit completed Plans to:

Sacramento Housing and Redevelopment Agency
Procurement/Section 3
801 12th St, 2nd Floor
Sacramento, CA 95814
Section3@shra.org

Prime Contractor Name:	Subcontractor:
Contact Name:	Email Address:
Telephone Number:	Dollar Value of <input type="checkbox"/> Contract <input type="checkbox"/> Subcontract \$

Check All That Apply For This Project And Follow Instructions As Applicable

- I am the Prime Contractor
- I am a Subcontractor
- Prime/Sub Contractor will comply with Section 3 outreach for subcontracts as a result of this bid/proposal
- Prime/Sub Contractor will comply with Section 3 new hires as a result of this bid/proposal
- There will be no subcontracts or new hires as a result of this bid/proposal

Bidder for the above bid/solicitation number and project hereby understands and agrees to comply with all provisions of Section 3 as set forth in 24CFR135.38 and SHRA's Section 3 requirements, as applicable. Noncompliance with HUD's Section 3 regulations may result in sanctions, termination of the contract/agreement for default and debarment or suspension from future HUD-assisted contracts.

Authorized Official's Signature: _____ **Date:** _____

Printed Name and Title: _____

SUBMIT WITH BID/OFFER BY PRIME CONTRACTOR ONLY



SECTION 3 ECONOMIC OPPORTUNITY PLAN

Project: _____ Project #: _____ Date: _____

Prime Contractor: _____

PART I: Contractor Subcontractor Section 3 Business Concern Yes No

Firm Name: _____ Contact: _____

Phone Number: _____ Fax Number: _____ E-mail: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Employment Opportunities

PART II: Contractors or subcontractors receiving federal funds are required to adhere to Executive Order 11246, by Section 3 of the HUD Act of 1968 (12 USC 1701u) and 24 CFR Part 135, the General Conditions of the Contract for Construction, and SHRA's Section 3 Declaration of Understanding and Intent to Comply with Section 3 Requirements. If awarded a contract, it further agrees to comply with all such requirements, including without limitation, committing to an employment and training goal (Tier I) AND award a subcontract to Section 3 Business Concerns (Tier II) to the greatest extent feasible. The business entity further understands and agrees that these commitments will be included as obligations in any contract awarded and its failure to comply will be deemed a material default under the contract.

TIER I: HIRING COMMITMENT (goal of 30% or greater for new hires to be filled by Section 3 Residents)

JOB CLASSIFICATION(S) NEEDED TO COMPLETE THE PROJECT (i.e. Administrative, Laborer, Electrical, Demolition, Asbestos Abatement, Technical, Management, Security)	CURRENT WORKFORCE	REQUIRED WORKFORCE IF AWARDED CONTRACT	NEW HIRE COMMITMENT * # of New Hires that will be Section 3 Resident **

Attach additional sheets if necessary

By making a commitment above to hire Section 3 Residents, the business entity understands and commits to following the Section 3 Resident Priority Selection by giving first priority to individuals residing in the SHRA development where the work is being performed.

***New Hire:** A new hire means a full-time employee for a new permanent, temporary or seasonal position that is created as a direct result of this project. **Submit a New Hire Questionnaire for every new hire within one week (7 calendar days) of the hire.**

**** Section 3 Resident Priority Selection:**

1st Priority (P1): Individuals residing in the SHRA Development where the project is located and/or the Jobs Plus or Resident Services Program.

2nd Priority (P2): Individuals residing in other SHRA owned or managed developments/properties.

3rd Priority (P3): All other Section 3 eligible residents in Sacramento City/County.

TIER II: SUBCONTRACTORS LIST (goal of 10% or greater of contract amount for Construction Contracts and 3% or greater of contract amount for Non-Construction Contracts)

SUBCONTRACTOR NAME AND CONTACT	TRADE	Section 3 Business? Yes or No	Subcontract Amount

Attach additional sheets if necessary

PART III: OTHER EFFORTS THAT WILL BE MADE TO GENERATE ECONOMIC OPPORTUNITIES

Pursuant to 24 CFR § 135.40 and/or SHRA's Section 3 Guide and Compliance Plan, please outline your plan to provide other economic opportunities to Section 3 Residents and Section 3 Business Concerns if you cannot satisfy Tier I and Tier II goals or desire to offer additional opportunities. Your plan should include quantifiable goals (i.e. specific number of individuals to be trained, enrolled in apprenticeship or other programs, mentored or hired as interns; dollar commitment, etc.). Examples may include training and apprenticeship programs, mentorship, internship. If you need more space, attach additional pages.

Attach additional sheets if necessary

PART IV: NOTES & COMMENTS

Attach additional sheets if necessary

PART V:

Notification of the Intent to Use Current Workforce

We do not anticipate hiring any construction workers or office staff during the contract period. However, should any positions become available we will notify SHRA by completing the upper section of this form; and, if we hire, by submitting a New Hire Questionnaire

I declare, under penalty of perjury, that the above is true and correct to the best of my knowledge.

Contractor/Subcontractor Name

Signature

Date

Print Name

Title

Questions regarding the completion of this form can be submitted to section3@shra.org

Revised 02-25-19

THIS FORM TO BE SUBMITTED WITH BID BY PRIME CONTRACTOR AND ALL SUB CONTRACTORS

**SECTION 3 BUSINESS AND MINORITY AND
WOMEN-OWNED BUSINESS ENTERPRISE
GOOD FAITH EFFORT CONTACT LOG**

Trade _____
Sub Contractor/Supplier _____
Address _____
City, State, Zip _____
Contact Method _____
Contact Name/Number/Email/Fax, etc. _____
Section 3 Business (circle one) Yes No M/WBE Business Enterprise (circle one) Yes No

Trade _____
Sub Contractor/Supplier _____
Address _____
City, State, Zip _____
Contact Method _____
Contact Name/Number/Email/Fax, etc. _____
Section 3 Business (circle one) Yes No M/WBE Business Enterprise (circle one) Yes No

Trade _____
Sub Contractor/Supplier _____
Address _____
City, State, Zip _____
Contact Method _____
Contact Name/Number/Email/Fax, etc. _____
Section 3 Business (circle one) Yes No M/WBE Business Enterprise (circle one) Yes No

Trade _____
Sub Contractor/Supplier _____
Address _____
City, State, Zip _____
Contact Method _____
Contact Name/Number/Email/Fax, etc. _____
Section 3 Business (circle one) Yes No M/WBE Business Enterprise (circle one) Yes No

Copy and attach additional sheets as necessary

SUBMIT WITH BID/OFFER

**SECTION 3 BUSINESS AND MINORITY AND WOMEN-OWNED BUSINESS
ENTERPRISE OUTREACH QUESTIONNAIRE**

1. State how Section 3 business concerns and Minority and Women Owned Business Enterprise (M/WBE) were notified of subcontracting opportunities by the contractor and subcontractor(s)?

2. How were Section 3 business concerns and M/WBEs assisted in submitting bids?

3. What assistance was requested and received from community organizations. (Provide the names and dates of all community organizations contacted.)

4. State anything else that you would like to add in support of your demonstration of a good faith effort to outreach to Section 3 business concerns and M/WBEs. List any impediments encountered in soliciting and/or awarding contracts to Section 3 business concerns and/or M/WBEs.

AFFIDAVIT

The undersigned hereby declares under penalty of perjury under the Laws of the State of California that the foregoing statements on this questionnaire are true and correct. I acknowledge that any misrepresentation of a material fact in said statements may be grounds for initiating action under Federal or State laws and for rejecting the bid/offer.

Signature:

Date:

County where signed:

SUBMIT WITH BID/OFFER



SHRA SECTION 3 JOB ORDER & REFERRAL FORM

This Form helps contractors and subcontractors hire Section 3 residents and achieve compliance with the Section 3 goals. It also serves to document requests, referrals and track placements of Section 3 residents. An added feature is the documentation of waivers where availability of Section 3 residents for a particular trade may be zero. This form guides compliance determinations at project end. The Form must be submitted to SHRA at section3@shra.org. Third party requests and/or informally on job sites will not count as a documented request. Please complete the Form as indicated below, date, sign and forward as appropriate. (Please verify receipt of referral form).

To be Completed by PRIME/SUBCONTRACTOR

Contractor or Subcontractor _____

Contact Name: _____

Telephone Number: _____ **E-Mail:** _____

Project Name: _____ **Project Number:** _____

Job Location: _____

Work Start Date: _____ **End Date:** _____ **Estimated # Work Hours** _____

Classification:	Skill Level	
1. Trade: _____	Journeyman _____	Apprentice _____
2. Trade: _____	Journeyman _____	Apprentice _____
3. Trade: _____	Journeyman _____	Apprentice _____

Experience Required For Classifications Listed Above:
1. Trade: _____
2. Trade: _____
3. Trade: _____

Selection Criteria: (please check one or more as needed)
 Military Service **Union** **Driver's Lic** **Other**
 Non-Union **CDL Class** _____

Signature

Date

Print Name

Title

SUBMIT THIS FORM TO:

SHRA Section 3
801 12th Street
Sacramento, CA 95814
Section3@shra.org

To be Completed by SHRA

A. SHRA is formally referring the following individuals:

Name: _____ Last 4 SS# _____
Address: _____
Phone: _____ email: _____
Skill/Trade & Level: _____

Name: _____ Last 4 SS# _____
Address: _____
Phone: _____ email: _____
Skill/Trade & Level: _____

Name: _____ Last 4 SS# _____
Address: _____
Phone: _____ email: _____
Skill/Trade & Level: _____

Name: _____ Last 4 SS# _____
Address: _____
Phone: _____ email: _____
Skill/Trade & Level: _____

Referrals ARE NOT available at this time.

Signature

Date

Print Name

Title



SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Contractor Reporting for Construction Projects

Project Name _____

Project Number _____ Project Dollar Amount _____

The following information is being collected for reporting purposes to HUD. Please read the descriptions below and indicate the appropriate categories for you and any sub-contractors.

M/WBE DESIGNATION CODES			
MA	Male Asian	WA	Women Asian
MB	Male Black	WB	Women Black
MH	Male Hispanic	WH	Women Hispanic
MN	Male Native American	WN	Women Native American
MO	Male Other (including Caucasian)	WO	Women Other (including Caucasian)

BUSINESS SIZE		
Small Business (SB)	Very Small Business (VSB)	N/A
A business with 50 or fewer employees, and average annual gross receipts of \$5 million or less over the previous three tax years; or a manufacturer with 50 or fewer employees	A business with 25 or fewer employees, and average annual gross receipts of \$2.5 million or less over the previous three tax years; or a manufacturer with 25 or fewer employees	All other businesses

SECTION 3 BUSINESS
51% or more owned by Section 3 residents or employs Section 3 residents for at least 30% of its full-time, permanent staff; or provides evidence of a commitment to subcontract to Section 3 business concerns by awarding 25% or more of the dollar amount of awarded contracts to businesses that meet either of the above qualifications.

Prime Contractor _____
 Address _____
 City, State, Zip _____
 Contract Amount _____ M/WBE Designation Code _____
 DUNS No. _____ Tax ID # _____
 Business Size _____ Section 3 Business (circle one) Yes No

Sub Contractor _____
 Address _____
 City, State, Zip _____
 Trade _____ Tax ID # _____
 Contract Amount _____ M/WBE Designation Code _____
 Business Size _____ Section 3 Business (circle one) Yes No

(Please complete other side)

Initial _____

Sub Contractor _____
Address _____
City, State, Zip _____
Trade _____ Tax ID # _____
Contract Amount _____ M/WBE Designation Code _____
Business Size _____ Section 3 Business (circle one) Yes No

Sub Contractor _____
Address _____
City, State, Zip _____
Trade _____ Tax ID # _____
Contract Amount _____ M/WBE Designation Code _____
Business Size _____ Section 3 Business (circle one) Yes No

Sub Contractor _____
Address _____
City, State, Zip _____
Trade _____ Tax ID # _____
Contract Amount _____ M/WBE Designation Code _____
Business Size _____ Section 3 Business (circle one) Yes No

Sub Contractor _____
Address _____
City, State, Zip _____
Trade _____ Tax ID # _____
Contract Amount _____ M/WBE Designation Code _____
Business Size _____ Section 3 Business (circle one) Yes No

Please use additional sheets if necessary

I certify that all the information provided above is true and accurate.
Initial at bottom of first page and print and sign name below.

Name (printed)

Signature

Date



SECTION 3 COMPLIANCE SUMMARY REPORT - QUARTERLY

Today's Date: _____	Report Period Ending On: _____	Final Report (Post Project) <input type="checkbox"/>
---------------------	--------------------------------	--

PART I:

Project Name: _____ Project #: _____ Date: _____

Prime Contractor: _____ Section 3 Business Concern Yes No

Firm Name: _____ Contact: _____ Contractor Subcontractor

Phone Number: _____ Fax Number: _____ E-mail: _____

Address: _____

City: _____ State: _____ Zip Code: _____ Total \$ Expended on Section 3 \$ _____

PART II: CURRENT EMPLOYMENT ACHIEVEMENTS *(report cumulative numbers to date)*

Note: Attach Section 3 Resident Certification and a New Hire Questionnaire for each new hire. If new hires are in P2, or P3 category, provide explanation of efforts made to hire in the order of hiring priority in the Notes section of the Appendix or via a separate sheet.

Job Classification (A)	Total Number of All New Hires (B) *	Total Number of New Hires that are Section 3 Residents (C) **			Percentage of Section 3 New Hires (D) (C/B*100)	Start Date (E)	Anticipated End Date (F)
		P1	P2	P3			
GRAND TOTALS							

***New Hire:** A new hire means a full-time employee for a new permanent, temporary or seasonal position that is created as a direct result of this project. **Submit a New Hire Questionnaire for every new hire within one week (7 calendar days) of the hire.**

**** Section 3 Resident Priority Selection:**

1st Priority (P1): Individuals residing in the SHRA Development where the project is located and/or the Jobs Plus or Resident Services Program

2nd Priority (P2): Individuals residing in other SHRA owned or managed developments/properties.

3rd Priority (P3): All other Section 3 eligible residents in Sacramento City/County.



Appendix to Section 00690: Section 3 Compliance Summary Report

	Prime Contractor	Sub 1	Sub 2	Sub 3	Sub 4	Total
Business Name						
Total # of Employees Working/Worked on the Project:						
Total # of Employees Working/Worked on the Project who are Section 3 Residents						
Total # of ALL New Hires						
Total # of Section 3 New Hires						

Attach additional pages if necessary to report data from all subcontractors

NOTES:

Please submit your completed forms to the Section 3 Coordinator - SHRA Procurement Services, 801 12th Street, Sacramento, CA 95814. Questions regarding this form can be directed to Section3@shra.org.

NEW HIRE QUESTIONNAIRE (2020)

Contractor/firm: _____ Project Name/Number: _____

Note to employer: Use this form as part of your new hire process. You may send this form to Compliance Services by mail or fax. It is due one week after hire.

Questionnaire

Your employer is required to furnish the following information in complying with the terms of the contract for this project. All information you provide will be **confidential** and will be used to prepare statistical reports to determine the economic impact this job has on the community. Your responses will not affect your employment situation. Please complete all requested information and return this form to your employer.

1. New Hire

First Name: _____ Middle Initial: _____ Last Name: _____

Street Address: _____ City: _____ Zip: _____

Job Title: _____ Phone: _____

Gender: _____ Male _____ Female

Ethnic Code: _____

1-White/Caucasian; 2-Black/ African American; 3-Native American; 4-Hispanic; 5-Asian/Pacific Islander; 0-Other

2. Income

Please provide your household income **before taking this job**. Please review the chart below, match your household size (include yourself) with the **maximum** household income; then, place a check mark in the space below next to the category type ("*Within Limits of Chart*" or "*In Excess of Limits of Chart*") that applies to your household.

INCOME LIMITS – 2020								
Number in Household	1	2	3	4	5	6	7	8
Maximum Household Income	\$48,350	\$55,250	\$62,150	\$69,050	\$74,600	\$80,100	\$85,650	\$91,150

For example, if your household size is 3 and the total annual household income was \$55,000.00, you would fall within the income limits of the chart. From the chart above, the income was below the maximum for a family of 3 (\$62,150.00). You would check "Within Limits of Chart."

Mark one category: Within Limits of Chart _____ In Excess of Limits of Chart _____

3. Job Source: how did you find about this job?

Referred by: _____ Recruited by: _____

Other: _____

4. Statement

I declare that the above is true and correct to the best of my knowledge.

Your signature: _____ Date: _____

Feel free to contact us should you have any questions. Thank you.

Sacramento Housing and Redevelopment Agency - Labor Compliance
801 12th Street, 2nd Floor
Sacramento CA 95814
ps@shra.org



END OF SECTION

NEW HIRE TRACKING SUMMARY

Contractor/Subcontractor: _____

Project Name: _____ **Project Number:** _____

Total number of employees who performed work on this project: _____

You are required to furnish the following information to comply with the terms of the contract for this project. It is the responsibility of the prime contractor to collect the completed form from all subcontractors working on this project and compile the information on one form to submit for the entire project.

During the course of the project you and/or your subcontractor(s) may find the need to hire new workers. "New Hires" are defined as persons hired specifically to perform work on this project. Should "New Hires" be necessary, you are encouraged to hire Section 3 residents. Each new hire applicant is to complete a New Hire Questionnaire at the time of applying for a position.

Collect, tally and record the following information during the course of the project (use additional sheets if necessary). This requirement applies to **all** contractors and subcontractors working on this project.

Number of new hires: _____ Number of Section 3 new hires: _____

Number of job inquiries: _____

Number of job applicants: _____ Number of Section 3 job applicants: _____

Number of Section 3 resident job offers: _____

Number of Section 3 resident hires: _____

In the table below, please list:

1. What trades/classifications/professions (e.g. carpenter, plumber, laborer, architect, engineer, etc.) were hired specifically for this project.
2. Total number of New Hires for each trade/classification/profession.
3. Number of New Hires that were Section 3.

TRADE/CLASSIFICATION/PROFESSION	TOTAL NEW HIRES	SECTION 3 NEW HIRES

I declare that the above is true and correct to the best of my knowledge.

Signature

Date

NOTICE

(Section 3 Notice Poster)

The contractor and subcontractor(s), if any, are committed to making employment and business opportunities available to residents and businesses in this community. This construction project may provide such opportunities.

If you have the skills and are interested in a construction or construction-related job or are in a business in which the contractor may be interested in, please contact:

contractor (business card/label)

The contractor is an equal opportunity employer.

The above statement is a solicitation for interest in employment and contracting opportunities. It is not intended as a job or contracting offer.

This notice complies with the Section 3 Policy and 24 CFR 135.38 (c).

Equal Employment Opportunity is **THE LAW**

Private Employers, State and Local Governments, Educational Institutions, Employment Agencies and Labor Organizations

Applicants to and employees of most private employers, state and local governments, educational institutions, employment agencies and labor organizations are protected under Federal law from discrimination on the following bases:

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN

Title VII of the Civil Rights Act of 1964, as amended, protects applicants and employees from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment, on the basis of race, color, religion, sex (including pregnancy), or national origin. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose undue hardship.

DISABILITY

Title I and Title V of the Americans with Disabilities Act of 1990, as amended, protect qualified individuals from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship.

AGE

The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees 40 years of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

SEX (WAGES)

In addition to sex discrimination prohibited by Title VII of the Civil Rights Act, as amended, the Equal Pay Act of 1963, as amended, prohibits sex discrimination in the payment of wages to women and men performing substantially equal work, in jobs that require equal skill, effort, and responsibility, under similar working conditions, in the same establishment.

GENETICS

Title II of the Genetic Information Nondiscrimination Act of 2008 protects applicants and employees from discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees, or their family members; the manifestation of diseases or disorders in family members (family medical history); and requests for or receipt of genetic services by applicants, employees, or their family members.

RETALIATION

All of these Federal laws prohibit covered entities from retaliating against a person who files a charge of discrimination, participates in a discrimination proceeding, or otherwise opposes an unlawful employment practice.

WHAT TO DO IF YOU BELIEVE DISCRIMINATION HAS OCCURRED

There are strict time limits for filing charges of employment discrimination. To preserve the ability of EEOC to act on your behalf and to protect your right to file a private lawsuit, should you ultimately need to, you should contact EEOC promptly when discrimination is suspected:

The U.S. Equal Employment Opportunity Commission (EEOC), 1-800-669-4000 (toll-free) or 1-800-669-6820 (toll-free TTY number for individuals with hearing impairments). EEOC field office information is available at www.eeoc.gov or in most telephone directories in the U.S. Government or Federal Government section. Additional information about EEOC, including information about charge filing, is available at www.eeoc.gov.

Employers Holding Federal Contracts or Subcontracts

Applicants to and employees of companies with a Federal government contract or subcontract are protected under Federal law from discrimination on the following bases:

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN

Executive Order 11246, as amended, prohibits job discrimination on the basis of race, color, religion, sex or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

INDIVIDUALS WITH DISABILITIES

Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship. Section 503 also requires that Federal contractors take affirmative action to employ and advance in employment qualified individuals with disabilities at all levels of employment, including the executive level.

DISABLED, RECENTLY SEPARATED, OTHER PROTECTED, AND ARMED FORCES SERVICE MEDAL VETERANS

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits job discrimination and requires affirmative action to employ and advance in employment disabled veterans, recently separated veterans (within

three years of discharge or release from active duty), other protected veterans (veterans who served during a war or in a campaign or expedition for which a campaign badge has been authorized), and Armed Forces service medal veterans (veterans who, while on active duty, participated in a U.S. military operation for which an Armed Forces service medal was awarded).

RETALIATION

Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination under these Federal laws.

Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under the authorities above should contact immediately:

The Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, 200 Constitution Avenue, N.W., Washington, D.C. 20210, 1-800-397-6251 (toll-free) or (202) 693-1337 (TTY). OFCCP may also be contacted by e-mail at OFCCP-Public@dol.gov, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor.

Programs or Activities Receiving Federal Financial Assistance

RACE, COLOR, NATIONAL ORIGIN, SEX

In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance.

INDIVIDUALS WITH DISABILITIES

Section 504 of the Rehabilitation Act of 1973, as amended, prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the essential functions of the job.

If you believe you have been discriminated against in a program of an institution which receives Federal financial assistance, you should immediately contact the Federal agency providing such assistance.

DERECHOS DEL EMPLEADO BAJO LA LEY DAVIS-BACON

PARA OBREROS Y MECÁNICOS EMPLEADOS EN PROYECTOS DE CONSTRUCCIÓN FEDERAL O CON ASISTENCIA FEDERAL

LA SECCIÓN DE HORAS Y SUELDOS DEL DEPARTAMENTO DE TRABAJO DE EEUU

SALARIOS PREVALECIENTES

No se le puede pagar menos de la tasa de pago indicada en la Decisión de Salarios Davis-Bacon fijada con este Aviso para el trabajo que Ud. desempeña.

SOBRETIEMPO

Se le ha de pagar no menos de tiempo y medio de su tasa básica de pago por todas las horas trabajadas en exceso de 40 en una semana laboral. Existen pocas excepciones.

CUMPLIMIENTO

Se pueden retener pagos por contratos para asegurarse que los obreros reciban los salarios y el pago de sobretiempo debidos, y se podría aplicar daños y perjuicios si no se cumple con las exigencias del pago de sobretiempo. Las cláusulas contractuales de Davis-Bacon permiten la terminación y exclusión de contratistas para efectuar futuros contratos federales hasta tres años. El contratista que falsifique los registros certificados de las nóminas de pago o induzca devoluciones de salarios puede ser sujeto a procesamiento civil o criminal, multas y/o encarcelamiento.

APRENDICES

Las tasas de aprendices sólo se aplican a aprendices correctamente inscritos bajo programas federales o estatales aprobados.

PAGO APROPIADO

Si Ud. no recibe el pago apropiado, o precisa de información adicional sobre los salarios aplicables, póngase en contacto con el Contratista Oficial que aparece abajo:

o póngase en contacto con la Sección de Horas y Sueldos del Departamento de Trabajo de EEUU.



Para obtener información adicional:

1-866-4-USWAGE

(1-866-487-9243) TTY: 1-877-889-5627



WWW.WAGEHOUR.DOL.GOV

EMPLOYEE RIGHTS UNDER THE DAVIS-BACON ACT

FOR LABORERS AND MECHANICS EMPLOYED ON FEDERAL OR FEDERALLY ASSISTED CONSTRUCTION PROJECTS

THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION

PREVAILING WAGES

You must be paid not less than the wage rate listed in the Davis-Bacon Wage Decision posted with this Notice for the work you perform.

OVERTIME

You must be paid not less than one and one-half times your basic rate of pay for all hours worked over 40 in a work week. There are few exceptions.

ENFORCEMENT

Contract payments can be withheld to ensure workers receive wages and overtime pay due, and liquidated damages may apply if overtime pay requirements are not met. Davis-Bacon contract clauses allow contract termination and debarment of contractors from future federal contracts for up to three years. A contractor who falsifies certified payroll records or induces wage kickbacks may be subject to civil or criminal prosecution, fines and/or imprisonment.

APPRENTICES

Apprentice rates apply only to apprentices properly registered under approved Federal or State apprenticeship programs.

PROPER PAY

If you do not receive proper pay, or require further information on the applicable wages, contact the Contracting Officer listed below:

or contact the U.S. Department of Labor's Wage and Hour Division.



For additional information:

1-866-4-USWAGE
(1-866-487-9243) TTY: 1-877-889-5627



WWW.WAGEHOUR.DOL.GOV