



**SECTION 00620 – DECLARATION OF UNDERSTANDING AND INTENT TO COMPLY WITH SECTION 3 REQUIREMENTS**

<b><u>General Submittal Instructions</u></b>	
<p><b>Bidder/Proposer is required to submit a completed Section 3 and Economic Opportunity Plan(s) with bid.</b> A “non-responsive” determination may be made due to non-submittal. All first-tier subcontractors of the awarded Bidder are required to submit the completed Economic Opportunity Plan within 10 days of award.</p> <p><b>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.</b> 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.</p>	
<b><u>Special Instructions for SHRA Developers</u></b>	
<p>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:</p> <p align="center">Sacramento Housing and Redevelopment Agency Procurement/Section 3 801 12<sup>th</sup> St, 2<sup>nd</sup> Floor Sacramento, CA 95814 <a href="mailto:ELewis@shra.org">ELewis@shra.org</a></p>	
<b>Prime Contractor Name:</b>	<b>Subcontractor:</b>
<b>Contact Name:</b>	<b>Email Address:</b>
<b>Telephone Number:</b>	<b>Dollar Value of</b> <input type="checkbox"/> <b>Contract</b> <input type="checkbox"/> <b>Subcontract</b> \$
<p><b><u>Check All That Apply For This Project And Follow Instructions As Applicable</u></b></p> <p><input type="checkbox"/> I am the Prime Contractor  <input type="checkbox"/> I am a Subcontractor  <input type="checkbox"/> Prime/Sub Contractor will comply with Section 3 outreach for subcontracts as a result of this bid/proposal  <input type="checkbox"/> Prime/Sub Contractor will comply with Section 3 new hires as a result of this bid/proposal  <input type="checkbox"/> There will be no subcontracts or new hires as a result of this bid/proposal</p> <p><b><i>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.</i></b></p>	
<p><b>Authorized Official’s Signature:</b> _____ <b>Date:</b> _____</p> <p><b>Printed Name and Title:</b> _____</p>	

**SUBMIT WITH BID/OFFER BY PRIME CONTRACTOR ONLY**