



City of New London

Department of Finance-Purchasing Agent

13 Masonic Street • New London, CT 06320 • Phone (860) 447-5215 • Fax (860) 447-5297

Invitation for Bids

ADDENDUM

Bid No.: 2018-11

Addendum No.: 2

Date Issued: 8/8/2018

Green Harbor Beach and Pequot Avenue Storm Drainage

Opening Date and Time: August 16, 2018 @ 2:00 P.M.

Bidders Notes: This Addendum is issued to provide all bidders with notice that they must be in compliance with the requirements in Section 3 of the Housing and Urban Development Act of 1968.

All other terms and conditions remain the same.

This Addendum cover page must be signed and returned with your bid.

Authorized Signature of Bidder

Company Name

Return Bid To:

Dedra Aker, Purchasing Agent
City of New London
13 Masonic Street
New London, CT 06320

Bids cannot be accepted after the Bid Opening Date and Time indicated above.

Section 3 Contractor Certification**Project Name:** _____**Developer's Name:** _____

I understand that my contract with _____ (name of developer/contractor) is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended AND to the Section 3 Plan for this project.

I certify that the firm of _____ (company's name) is a bonafide Section 3 company, and that it meets the following definition of a Section 3 business (check one):

- ☐ **1.** 51% or more of the ownership of this company is owned by Section 3 residents, as defined by the developer of this project.
- ☐ **2.** Currently, at least 30% of the employees of the company are Section 3 residents, as defined by the developer of this project.
- ☐ **3.** At least 30% of the employees of the company were Section 3 residents, as defined by the developer of this project, within three years of the date of first employment with this company.
- ☐ **4.** I commit to subcontract at least 25% of the total value of this contract to Section 3 subcontractors, as these companies are defined above, and to provide the necessary evidence to substantiate this.

Signature of Chief Executive Officer

Date

EXAMPLES OF EFFORTS TO AWARD CONTRACTS TO SECTION 3 BUSINESS CONCERNS

Contacting business assistance agencies, minority contractors associations and community organizations to inform them of contracting opportunities and requesting their assistance in identifying Section 3 businesses which may solicit bids or proposals for contracts for work.

Advertising contracting opportunities about the work to be contracted and where to obtain additional information.

Providing written notice to all known Section 3 business concerns of the contracting opportunities.

Coordinating pre-bid meetings at which Section 3 business concerns could be informed of upcoming contracting and subcontracting opportunities.

Advising Section 3 business concerns as to where they may seek assistance to overcome limitations such as inability to obtain bonding, lines of credit, financing, or insurance.

Advertising the contracting opportunities through trade association papers and newsletters.

Developing a list of eligible Section 3 business concerns.

Establishing numerical goals (number of awards and dollar amount of contracts) for award of contracts to Section 3 business concerns.

Supporting businesses which provide economic opportunities to low income persons by linking them to the support services available through the Small Business Administration (SBA), the Department of Commerce and comparable agencies at the State and local levels.

Encouraging financial institutions, in carrying out their responsibilities under the Community Reinvestment Act, to provide no or low interest loans for providing working capital and other financial business needs.

Actively supporting the development or maintenance of business incubators which assist Section 3 business concerns.

CITY OF NEW LONDON
SECTION 3 PLAN

The Plan will serve as the Section 3 Plan in compliance with the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended.

The purpose of Section 3 of the Housing and Urban Development Act of 1968 as amended (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.

APPLICABILITY: The Section 3 Plan applies to federal activities for housing and community developments.

PURPOSE: The purpose of the Plan is to provide to the greatest extent feasible economic opportunities for low and very low income persons in the form of training, employment, contraction and other economic opportunities arising in connection with the expenditure of housing assistance (including Section 8 assistance) and community development assistance that is used for the following types of projects:

- 1.) Housing rehabilitation (including reduction and abatement of lead-based paint hazards, but excluding routine maintenance, repair and replacement).
- 2.) Housing construction.
- 3.) Other public construction.

THRESHOLD FOR TRAINING AND EMPLOYMENT OPPORTUNITIES

These requirements apply to Housing and Community Development activities for which the amount of the assistance received from the Department of Economic and Community Development exceeds \$200,000.

PREFERENCE FOR SECTION 3 RESIDENTS IN TRAINING AND EMPLOYMENT OPPORTUNITIES

In providing training and employment opportunities generated from the expenditure of Section 3 activities to Section 3 residents the following order of preference will be followed:

- 1.) First priority will be given to Section 3 residents in the service area or neighborhood in which the Section 3 covered project is located.
- 2.) Second priority will be given to participants in HUD Youthbuild Programs.
- 3.) Third priority will be given to homeless persons residing in the area or neighborhood in which the Section 3 covered project is located for housing constructed under the Stewart B. McKinney Homeless Assistance Act.

DOCUMENTATION OF SECTION 3 RESIDENTS ELIGIBILITY FOR TRAINING AND EMPLOYMENT OPPORTUNITIES

Persons requesting consideration to the above preferences will be required to submit appropriate documentation to demonstrate their eligibility.

Acceptable documentation includes, but is not limited to the following:

- 1.) Proof of residency in a public housing development.
- 2.) Evidence of eligibility for Section 8 voucher certificate or voucher.
- 3.) Evidence of eligibility for federally assisted program for the poor (e.g. Jobs, JTPA, Job Corps).
- 4.) Evidence of eligibility for a State or local assistance program for the poor or receipt of AFDC.
- 5.) Income tax records.

THRESHOLD FOR CONTRACTION AND SUBCONTRACTING

The requirements of this section apply to contractors and subcontractors performing work on Section 3 covered project(s) for which the amount of the assistance exceeds \$200,000 and the contract or subcontract exceeds \$100,000.

PREFERENCES FOR SECTION 3 BUSINESS CONCERNS

The following order of preference will be followed when providing contracting opportunities to the greatest extent feasible to Section 3 business:

- 1.) First priority will be given to Section 3 business concerns that provide economic opportunities for Section 3 residents in the service area or neighborhood in which the Section 3 covered project is located, and
- 2.) Second priority will be given to applicants selected to carry out HUD Youthbuild Programs.
- 3.) Other Section 3 residents.

Procurements/activities from this award will be conducted in a competitive manner, consistent with 24 CFR 85.36(c)(2).

SECTION 3 PLAN

ELIGIBILITY FOR PREFERENCES: Business concerns requesting consideration to the above preferences may be required to submit evidence or certify, if requested; that the business concern is a Section 3 business.

For purposes of this Plan a Section 3 business concern is defined as a business that (1.) is 51 percent or more owned by Section 3 residents; or (2.) whose permanent, full time employees include persons, at least 30 percent of whom are currently Section 3 residents, or within three years of the date of first employment with the business concern were Section 3 residents or (3.) that provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in (1.) and (2.) above.

MECHANISM TO BE ADOPTED TO COMPLY TO THE GREATEST EXTENT FEASIBLE WITH THE STATED TRAINING, EMPLOYMENT AND CONTRACTION OBJECTIVES/GOALS:

SECTION 3 CLAUSE

All contracts subject to the Section 3 requirements will include the following clause:

- 1.) 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 person who are recipients of HUD assistance for Housing.

- 2.) 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.
- 3.) 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 worker's 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.
- 4.) 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.

- 5.) 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.
- 6.) 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.

FILING AND PROCESSING COMPLAINTS

Any individual or business concern alleging that this agency or any of its recipients of funds are in violation of the requirements of this Act, may file a complaint with the City's Affirmative Action Office. Complaints filed with this office will follow the internal grievance procedure. Complaints may also be filed with the Assistant Secretary for Fair Housing and Equal Opportunity, Department of Housing and Urban Development, Washington, DC 20410.

GENERAL CONTRACTOR'S SECTION 3 PLAN CERTIFICATION

1. APPLICABLE TO _____
PROJECT NAME
2. GENERAL CONTRACTOR'S NAME _____
3. DEVELOPER'S NAME _____

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. The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD assistance projects covered by Section 3, are, to be greatest extent feasible, and consistent with existing Federal, State and local laws and regulations 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.

1. _____ agree to comply to the greatest extent feasible with the objectives and percentage goals established in the Section 3 Plan developed for the following project _____.
2. _____ agree that to the greatest extent feasible vacant positions in relation to this development will be filled with Section 3 residents.
3. _____ agree to conduct its recruitment activities in a manner consistent with the requirements established in the above stated Section 3 Plan.
4. _____ agree to include in all contracts with subcontractors to comply with similar certification requirements.
5. _____ to maintain proper records to demonstrate the firm's compliance with the Section 3 Plan.
6. _____ to list on Table A all projected workforce needs for all phases of this project by occupation, trade skill level and number of positions.
7. _____ agrees to award to the greatest extent possible, all subcontracts in excess of \$100,000 to eligible Section 3 Plans.

GOOD FAITH EFFORT

At a minimum the following tasks must be completed to demonstrate a good faith effort with the requirements of Section 3. The contracting party and each contractor or subcontractor seeking to establish a good faith effort as required should be filling all training positions with persons residing in the target area.

- 1.) Send notices of job availability and subcontracting opportunities subject to these requirements to recruitment sources, trade organizations and other community groups capable of referring eligible Section 3 applicants, including the Department of Labor.
- 2.) Include in all solicitations and advertisements a statement to encourage eligible Section 3 residents to apply.
- 3.) When using a newspaper of major circulation to request bids/quotes or to advertise employment opportunities, to also advertise in minority owned newspapers.
- 4.) Maintain a list of all residents from the target area who have applied either on their own or by referral from any service, and employ such persons, if otherwise eligible and if a trainee position exists. (If the contractor has no vacancies, the applicant, if otherwise eligible, shall be listed for the first available vacancy). A list of eligible applicants will be maintained for future vacancies.
- 5.) The contractor must 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 obligation under 23 CFR Part 135.

If federal and state dollars are combined to fund a project this plan may be replaced by an approved Section 3 Plan as mandated by the Housing and Community Development Act of 1968.

We the undersigned have read and have received a copy of the Section 3 Plan for this project. We acknowledge being a party of this Plan and further pledge our commitment to adhere to the objectives of the Plan.

DEVELOPER SIGNATURE/
MUNICIPALITY SIGNATURE

DATE

TITLE

CONTRACTOR SIGNATURE

DATE

TITLE

TABLE A

DEVELOPER: _____

PROJECT NAME: _____

PROJECT NUMBER: _____

GENERAL CONTRACTOR: _____

SUBCONTRACTOR: _____

(a) The number of employees permanently employed in your _____
area office (or other location from which the contract will be administered) are as follows:

<u>JOB TITLE</u>	<u>TOTAL EMPLOYEES</u>	<u>RACE/SEX</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(b) The number of employees your area office/firm intends to employ for the work covered by
this contract, by EEO category or by trade are as follows:

Total number of persons needed: _____

<u>JOB TITLE</u>	<u># NEEDED</u>
_____	_____
_____	_____
_____	_____

Which of the above positions will be a training position:

<u>JOB TITLE</u>	<u>ESTIMATED LENGTH OF TRAINING</u>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

1.) If applicable, list construction trades you intend to use in this contract.

List type of work to be subcontracted out.

DEFINITIONS

As used in this part:

Applicant means any entity which makes an application for Section 3 covered assistance, and includes, but is not limited to, any State, unit of local government, public housing agency, Indian housing authority, Indian tribe, or other public body, public or private nonprofit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organizations (CHDI), resident management corporation, resident council, or cooperative associations.

Assistant Secretary means the Assistant Secretary for Fair Housing and Equal Opportunity.

Business concern means a business entity formed in accordance with State law, and which is licensed under State, county or municipal law to engage in the type of business activity for which it was formed.

Business concern that provides economic opportunities for low and very low income persons.

Contract see the definition of "Section 3 covered contract" in this section.

Contractor means any entity which contracts to perform work generated by the expenditure of Section 3 covered assistance, or for work in connection with a Section 3 covered project.

Department or HUD means the Department of Housing and Urban Development, including its Field Offices to which authority has been delegated to perform functions under this part.

Employment opportunities generated by Section 3 covered assistance means all employment opportunities generated by the expenditure of Section 3 covered public and Indian housing assistance (i.e. operating assistance, development assistance and modernization assistance, as described in 135.3(a)(1). With respect to Section 3 covered housing and community development assistance, this term means all employment opportunities arising in connection with Section 3 covered projects (as described in 135.3(a)(2), including management and administrative jobs connected with the Section 3 covered project. 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, e.g., construction manager, relocation specialist, payroll clerk, etc.

Housing Authority (HA) means collectively, public housing agency and Indian housing authority.

Housing and community development assistance means any financial assistance provided or otherwise made available through a HUD housing or community development program through any grant, loan, loan guarantee, cooperative agreement, or contract, and includes community development funds in the form of community development block grants, and loans guaranteed under Section 108 of the Housing and Community Development Act of 1974, as amended. Housing and community development assistance does not include financial assistance provided through a contract of insurance or guaranty.

Definitions (continued)

Housing development means low income housing owned, developed, or operated by public housing agencies or Indian housing authorities in accordance with HUD's public and Indian housing program regulations codified in 24 CFR Chapter IX.

HUD Youthbuild programs means programs that receive assistance under subtitle D of Title IV of the National Affordable Housing Act, as amended by the Housing and Community Development Act of 1992 (42 U.S.C./ 12899), and provide disadvantaged youth with opportunities for employment, education, leadership development and training in the construction or rehabilitation of housing for homeless individual and members of low and very low income families.

JTPA means the Job Training Partnership Act (29 U.S.C. 1579(a)).

Low income person see the definition of "Section 3 resident" in this section.

Metropolitan area means a metropolitan statistical area (MSA), as established by the Office of Management and Budget.

Neighborhood area means:

- 1.) For HUD housing programs, a geographical location within the jurisdiction of a unit of general local government (but not the entire jurisdiction) designated in ordinances, or other local documents as a neighborhood, village, or similar geographical designation.

New hires means full-time employees for permanent, temporary or seasonal employment opportunities.

Non metropolitan county means any county outside of a metropolitan area.

Other HUD programs means HUD programs, other than public and Indian housing programs, that provide housing and community development assistance for "Section 3 covered projects," as defined in this section.

Public housing agency (PHA) has the meaning given this term in 24 CFR Part 941.

Public housing resident has the meaning given this term in 24 CFR Part 963.

Recipient means any entity which receives Section 3 covered assistance, directly from HUD or from another recipient and includes, but is not limited to, any State, unit of local government, PHA, IHA, Indian tribe, or other public body, public or private nonprofit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association. Recipient also includes any successor, assignee or transferees of any such entity, but does not include any ultimate beneficiary under the HUD program to which Section 3 applies and does not include contractors.

Definitions (continued)

Secretary means the Secretary of Housing and Urban Development.

Section 3 means Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).

Section 3 business concern means a business concern, as defined in this section –

- 2.) That is 51 percent or more owned by Section 3 residents; or
- 3.) Whose permanent, full-time employees include persons, at least 30 percent of whom are currently Section 3 residents, or within three years of the date of first employment with the business concern were Section 3 residents; or
- 4.) That provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraph (1.) or (2.) in this definition of “Section 3 business concern.”

Section 3 clause means the contract provisions set forth in 135.38.

Section 3 covered activity means any activity which is funded by Section 3 covered assistance public and Indian housing assistance.

Section 3 cover assistance means:

- 5.) Public and Indian housing development assistance provided pursuant to section 5 of the 1973 Act;
- 6.) Public and Indian housing operating assistance provided pursuant to section 9 of the 1937 Act;
- 7.) Public and Indian housing modernization assistance provided pursuant to section 14 of the 1937 Act;
- 8.) Assistance provided under any HUD housing or community development program that is expended for work arising in connection with:
 - a. Housing rehabilitation (including reduction and abatement of lead-based paint hazards, but excluding routine maintenance, repair and replacement);
 - b. Housing construction; or
 - c. Other public construction project (which includes other buildings or improvements, regardless of ownership).

Definitions (continued)

Section 3 covered contract means 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 contracts" do not include contracts awarded under HUD's procurement program, which are governed by the Federal Acquisition Regulation System (see 48 CFR, Chapter 1). "Section 3 covered contracts" also do not include contracts for the purchase of supplies and materials. However, whenever a contract for materials includes the installation of the materials, the contract constitutes a Section 3 covered contract. For example, a contract for the purchase and installation of a furnace would be a Section 3 covered contract because the contract is for work (i.e. the installation of the furnace) and thus is covered by Section 3.

Section 3 covered project means the construction, reconstruction, conversion or rehabilitation of housing (including reduction and abatement of lead-based paint hazards), other public construction which includes buildings or improvements (regardless of ownership) assisted with housing or community development assistance.

Section 3 joint venture means an association of business concerns, one of which qualifies as a Section 3 business concern, formed by written joint venture agreement to engage in and carry out a specific business venture for which purpose the business concerns combine their efforts, resources, and skills for joint profit, but not necessarily on a continuing or permanent basis for conducting business generally, and for which the Section 3 business concern:

- 9.) Is responsible for a clearly defined portion of the work to be performed and holds management responsibilities in the joint venture; and
- 10.) Performs at least 25 percent of the work and is contractually entitled to compensation proportionate to its work.

Section 3 residents means:

- (1.) A public housing resident; or
- 11.) An individual who resides in the metropolitan area or non-metropolitan county in which the Section 3 covered assistance is expended, and who is:
 - i. a low income person, as this term is defined in Section 3 (b) (2) of 1937 Act (42U.S.C. 1437a(b) (2)). Section 3 (b) (2) of the 1937 Act defines this term to mean families (including single persons) whose incomes do not exceed 80 percent of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of the Secretary's findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low income families; or

Definitions (continued)

- ii. A very low income person, as this term is defined in Section 3(b) (2) of the 1937 Act (42 U.S.C. 1437a(b) (2)). Section 3 (b) (2) of the 1937 Act (42 U.S.C. 1437 a(b) (2) defines this term to mean families (including single persons) whose income does not exceed 50 percent of the median family income for the area, as determined by the Secretary with adjustment for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 percent of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low income family incomes.

- 12.) A person seeking the training and employment preferences provided by Section 3 bears the responsibility of providing evidence (if requested) that the person is eligible for the preference.

Section 8 assistance means assistance provided under Section 8 of the 1937 Act (42 U.S.C. 1437f) pursuant to 24 CFR part 882, subpart G.

Service area means the geographical area in which the person benefiting from the Section 3 covered project reside. The service shall not extend beyond the unit of general local government in which the Section 3 covered assistance is expended. In HUD's Indian housing programs, the service area, for IHA's established by an Indian tribe as a result of the exercise of the tribe's sovereign power, is limited to the area of tribal jurisdiction.

Subcontractor means any entity (other than a person who is an employee of the contractor) which has a contract with a contractor to undertake a portion of the contractor's obligation for the performance of work generated by the expenditure of Section 3 covered assistance, or arising in connection with a Section 3 covered project.

Very low income person see the definition of "Section 3 resident" in this section.

Youthbuild programs see the definition of "HUD Youthbuild programs" in this section.

CONCLUDING STATEMENT

AS CEO I PLEDGE THE COMMITMENT TO FULLY COPLY TO THE GREATEST
EXTENT FEASIBLE WITH THE OBJECTIVES OF THIS PLAN.

DATE

NAME OF CEO

**EXAMPLES OF EFFORTS TO OFFER TRAINING EMPLOYMENT OPPORTUNITIES
TO SECTION 3 RESIDENTS**

- 1.) Entering into "first source" hiring agreements with organizations representing Section 3 residents.
- 2.) Sponsoring a HUD certified "Step-Up" employment and training program for Section 3 residents.
- 3.) Establish training programs, which are consistent with the requirements of the Department of Labor, for public and Indian housing residents and other Section 3 residents in the building trades.
- 4.) Advertising the training and employment positions by distributing flyers (which identify the positions to be filled, the qualifications required, and where to obtain additional information about the applications process) to every occupied dwelling unit in the housing development or developments.
- 5.) Advertising the training and employment positions by posting flyers (which identify the positions to be filled, the qualifications required, and where to obtain additional information about the application process) in the common areas or other prominent areas of the housing development or developments.
- 6.) Contacting resident councils, resident management corporations, or other resident organizations, where they exist, in the housing development or developments and community organizations in HUD assisted neighborhoods, to request the assistance of these organizations in notifying residents of the training and employment positions to be filled.
- 7.) Sponsoring (scheduling, advertising, financing or providing in-kind services) a job informational meeting to be conducted by a housing authority or contractor representative or representatives at a location in the housing development.
- 8.) Arranging assistance in conducting job interviews and completing job applications for residents of the housing development or developments and in the neighborhood or service area in which a Section 3 project is located.
- 9.) Arranging for a location in the housing development or developments where category 1. persons reside, or the neighborhood or service area of the project where job applications may be delivered to and collected by a recipient or contractor representative or representatives.
- 10.) Contracting agencies administering HUD Youthbuild programs, and requesting their assistance in recruiting HUD Youthbuild programs participating for the Housing Authorities or contractor's training and employment positions.

- 11.) Consulting with State and local agencies administering training programs funded through JTPA or JOBS, probation and parole agencies, unemployment compensation programs, community organizations and other officials or organizations to assist with recruiting Section 3 residents for the Housing Authorities or contractor's and employment positions.
- 12.) Advertising the jobs to be filled through the local media, such as community television networks, newspapers of general circulation and radio advertising.
- 13.) Employing a job coordinator, or contracting with a business concern that is licensed in the field of job placement (preferably one of the Section 3 business concerns identified in part 135) that will undertake, on behalf of the Housing Authorities, other recipients or contractor, the efforts to match eligible and qualified Section 3 residents with the training and employment positions that the Housing Authorities or contractor intends to fill.
- 14.) For a Housing Authority, employment of Section 3 residents directly on either a permanent or a temporary basis to perform work generated by Section 3 assistance. (This type of employment is referred to as "force account labor" in HUD's Indian housing regulations. See 24 CFR 905.102, and 905.201(a) (6).)
- 15.) Where there are more qualified Section 3 residents than there are positions to be filled, maintaining a file of eligible qualified Section 3 residents for future employment positions.
- 16.) Undertaking job counseling, education and related programs in association with local educational institutions.
- 17.) Undertaking such continued job training efforts as may be necessary to ensure the continued employment of Section 3 residents previously hired for employment opportunities.
- 18.) After selection of bidders, but prior to contract execution, incorporating into the contract a negotiated provision for a specific number of public housing or other Section 3 residents to be trained or employed on the Section 3 covered assistance.
- 19.) Coordinating plans and implementation of economic development (e.g. job training and preparation, business development assistance for residents) with the planning for housing and community development.