

SECTION 3 BUSINESS CERTIFICATION PACKAGE

The US Department of Housing & Urban Development ("HUD") requires the Boulder County Housing Authority (BCHA) to collect information on every Developer, Contractor, Sub-Contractor, etc. that receives a contract in excess of \$100,000, to insure BCHA's compliance with Section 3 of Federal regulations. Section 3, a provision of the U.S. Housing & Urban Development Act of 1968, as amended, requires recipients of HUD financial assistance (developers, owners, contractors, etc.) to provide training, employment and contracting opportunities to Section 3 residents and businesses, to the greatest extent feasible, consistent with existing Federal, State, and Local laws and regulations.

2016 Area Median Income (AMI) Limits

# of People in Household	Gross Income Is No Greater Than 80% AMI
1	\$46,000
2	\$52,600
3	\$59,150
4	\$65,700
5	\$71,000
6	\$76,250
7	\$81,500
8	\$86,750

Contracts and subcontracts made with vendors to solely provide supplies and/or materials are not subject to the HUD Section 3 requirements. However, where such vendors also install such supplies and materials, said contracts and subcontracts above \$ 100,000 shall be subject to the HUD Section 3 requirements.

SECTION 3 BUSINESS CERTIFICATION QUESTIONNAIRE

Company: _____

Address: _____

Please answer the following questions:

1. Is your business currently certified as a Section 3 Business with HUD?
 YES NO

2. Is your business owned (51% or more) by individuals whose household incomes are NO GREATER THAN 80% of Area Median Income (AMI)? **See chart on Instructions page.**
 YES NO

3. Do 30% (or more) of your full time, permanent employees have household incomes that are NO GREATER THAN 80% of Area Median Income (AMI)? **See chart on Instructions page.**
 YES NO

4. Will you sub-contract more than 25% of this contract with any business that has any of the characteristics noted in the Questions 1, 2, or 3.
 YES NO

I certify that the above statements are true, complete, and correct to the best of my knowledge and belief.

Signature: _____

Print Name: _____

Title: _____

Date: _____

SECTION 3 DEVELOPER/ CONTRACTOR/ SUB-CONTRACTOR BREAKDOWN

If you plan to subcontract any of the work on this project, please complete the chart below with each subcontracting firm and return the form to the Boulder County Housing Authority. (All developers, contractors, and sub-contractors identified at the time of project closing/contract signing should be included on this form.)

Subcontractor Name	Address	Type of Contract <i>(i.e. specified building trade, professional services, etc.)</i>	Amount of Subcontract	Is this business a Section 3 business?*

*If YES, a Section 3 Business Questionnaire should be completed by the subcontractor and must be attached.

I certify that the above statements are true, complete, and correct to the best of my knowledge and belief.

Signature: _____

Print Name: _____

Title: _____

Date: _____