Addendum Number One (1) -
Request For Proposal-Fiscal Consulting Services
City of Richmond Housing Authority (RHA)

Issued by Fax - 8-28-13
Issued on City of Richmond Website - 8-28-13

1) **Revised** - A new corrected Exhibit F is provided without the typographical errors. Please use this form when submitting your proposal.

2) **Revised** - A new corrected Exhibit I is provided without the typographical errors. Please use this form when submitting your proposal.
RICHMOND HOUSING AUTHORITY
Statement of Qualifications

Company Name:  
DBA (if Applicable):  
Address:  
(Street Address)  (City, State)  (Zip)  
Mailing Address:  
(Street Address)  (City, State)  (Zip)  
Contact Person:  Mrs. Mr.  Title:  
Telephone Number:  ( )  Fax Number:  ( )  
E-Mail Address:  
Company Website/URL:  
Tax Identification Number (EIN):  
Type of Business Organization:  
[ ] Partnership  [ ] Individual/Sole Proprietor  [ ] Corporation  [ ] State of Incorporation  
[ ] Other  Please Specify:  
Key Personnel:  
Check “P” or “A” for each person listed (P) Principle and (A) Associate Attach Resume  
Name  P  A  Degree or Certification  Institution  
List 5 Major Projects of Similar Type and Scope or those listed in the RFP (completed by your firm within the past 5 years)  
Project Name  Consultant Fee  Building Cost  Scope of Service  Year Completed  Owner  
References: Please make sure that all reference information is current  
Name, Title  Company  Address  Phone Number  E-mail Address  

1
Section 3: Provide a brief description of how you plan to meet the requirements of the Authority’s Economic Opportunity (Section 3) Policy of training and employment opportunities to public housing residents.

Professional License:

License Number and Class:

License Expiration Date:

Authorization: By submitting this Statement of qualifications, I certify that the firm listed above is not debarred, suspended or otherwise prohibited from contracting by any Federal, State, or Local Agency.

The above information is being submitted under penalty of perjury according to the laws of the State of California.

____________________________________
Signature

____________________________________
Title

____________________________________
Date

Please complete date and sign this Form and attach HUD Form-5369-C (8/93), Certifications and Representations of Offerors, Non-Construction. Submit an original and five copies with a cover letter to:

The Richmond Housing Authority
Development Department
330 24th Street
Richmond, California 94804

Phone: (510) 235-2062 Fax: (510) 235-5914
E-mail: swalker@rhaca.org
Agreement for

*Richmond Housing Authority*

**Section 3 Certification**

**ECONOMIC OPPORTUNITIES FOR LOW AND VERY-LOW INCOME PERSONS**

Section 3 of the Housing and Urban Development Act of 1968, as amended, requires that every contract or agreement assisted with funding from the Department of Housing and Urban Development in aid of housing, urban planning, development, redevelopment, renewal of public or community facilities, and new community development contain opportunities for low and very low-income persons. In effect, this means:

Whenever HUD assistance generates opportunities for employment or contracting, grantees, including third party recipients, must, to the greatest extent feasible, provide these opportunities to: 1) residents of the project area, 2) businesses which are located in or owned in substantial part by a person residing in the area, and 3) low and very low-income persons.

The Section 3 requirements apply to job training, employment, contracting and subcontracting, and other economic opportunities arising from:

- Development Assistance
- Consulting Services
- Operating Assistance
- Assistance Provided for Construction, Reconstruction, Conversion, or Rehabilitation of Housing, Other Buildings, or Improvements Assisted with Housing or Community Development Assistance.

I CERTIFY THAT

A) Will comply with the provisions of Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR 135, and all applicable rules and orders of the Richmond Housing Authority (RHA) issued thereunder prior to the execution of this contract.

B) Are under no contractual or other disability that would prevent compliance with the provisions of Section 3.

C) Will send to each labor organization or representative of workers with which collective bargaining agreements or other contracts or understandings are
executed, if any, a notice advising the same of the commitments under Section 3 clause.

D) Will post copies of the Section 3 notice in conspicuous places available to employees and applicants for employment or training.

E) Will include this Section 3 clause in every subcontract or advertisement of work or assistance with the project, and will not subcontract with any person or entity that is known to be in violation of regulations under 24 CFR 135.

F) Will not cause any subcontract to be entered into without being provided with a preliminary statement of ability to comply with the requirements of these regulations.

G) Will apply every effort to make employment, whether in training or other journey level opportunities available to:

1. Residents of RHA properties;
2. RHA Section 8 recipients;
3. Low and very low income persons; or
4. Residents or businesses residing in the project area.

H) Will maintain a written record of the steps taken to meet the Section 3 requirements as described above.

CERTIFIED BY: ____________________________

DATE: ________________


PROJECT SPONSOR: RICHMOND HOUSING AUTHORITY

PROJECT APPLICANT: ____________________________

ROLE OF APPLICANT: ____________________________