1) **Questions** - For Exhibit I, we cover all of the questions in the Statement of Qualifications form in the body of the proposal. Do we still need to complete the form and submit with the proposal? Also Exhibit I refers to the Construction Management Services.

**Answer** - We still want you to complete the Statement of Qualifications Form. A new Form will be provided without the typographical errors.

2) **Question** - In Exhibit F of the RFP, the Section 3 Certification refers to “Cornerstone Facilities Consulting”, should we white that out and put our name in its place?

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

3) **Question** – Exhibit D looks like it only applies to building contractors. Is that correct?

**Answer** – This form explains some of the key Authority policies regarding contracts with Consultants. For this RFP, particular attention should be paid to the explanations of the Authority’s Section 3 and Economic Opportunities Policy.

4) **Question** - What kind of proof needs to be provided under C. Qualification? Do we need to provide some certificates or hard copies of the “proof”, or would a statement that we are legally entitled to practice law be sufficient?

**Answer** – The Authority would like a statement and any proof via a copy of a license or certificate to validate this information.

5) **Question** – Under C. Qualification: 4. What sort of documentation of experience is necessary to respond to this requirement? Should we provide copies of something or do we just state that we have such experience?

**Answer** – The Authority would like an explanation and description of the experience your firm has had providing related services to Public Agencies. Sighting the agencies you worked with and any contact name and numbers would be desirable.
6) **Question** – Exhibit E - Profile and Certification Form asks prospects to certify if firm or its principals has any past, present or current personal or professional relationship with any Commissioner or Officer of the RHA. We were unable to find a list of RHA's current officers on the City’s Website or elsewhere. Would you please be so kind as to provide the names of the current officers?

   **Answer** – The RHA’s current Commissioners are as follows: Gayle Mc Laughlin (Mayor), Cortland Corky Booze'(Vice Mayor), Nathaniel Bates, Jovanka Beckles, Tom Butt, Jael Myrick, Jim Rogers, Jackie Thompson, & Helen Hall

7) **Questions** - Exhibit E – Profile and Certification Form also indicates that Section 3 information, Economic Policy and Labor Compliance standards can be found on your website at [www.rhaca.org/procurement](http://www.rhaca.org/procurement). We are unable to access this page. Would you please be so kind as to provide us with this information on another link so that we can access this information?

   **Answer** – You can obtain a good explanation of the Section 3 and Economic Opportunity Policy in Exhibits D and F of the RFP.

8) **Question** – Does the Housing Authority currently, or in the future plan to develop and/or rehabilitate housing using an affiliate nonprofit corporation?

   **Answer** – Yes, the Housing Authority plans to rehabilitate some of its public housing properties using a nonprofit affiliate. The Department of Housing and Urban Development (HUD) is urging Housing Authority’s to either rehabilitate or rebuild its distressed public housing developments by seeking partnerships with Developers and/or self developing its own properties. It is becoming increasingly more common for Housing Authority’s to implement self development by using nonprofit affiliates of the Authority.
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

<table>
<thead>
<tr>
<th>Name</th>
<th>P</th>
<th>A</th>
<th>Degree or Certification</th>
<th>Institution</th>
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List 5 Major Projects of Similar Type and Scope or those listed in the RFP (completed by your firm within the past 5 years)

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Consultant Fee</th>
<th>Building Cost</th>
<th>Scope of Service</th>
<th>Year Completed</th>
<th>Owner</th>
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References: Please make sure that all reference information is current

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<tr>
<th>Name, Title</th>
<th>Company</th>
<th>Address</th>
<th>Phone Number</th>
<th>E-mail Address</th>
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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.

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<th>Professional License:</th>
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<td>License Number and Class:</td>
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<td>License Expiration Date:</td>
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</tbody>
</table>

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@rhca.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: ______________________