

REQUEST FOR PROPOSAL

RFP 2022-0721-LED-001

For

“ELECTRICAL SERVICES FOR EXTERIOR LIGHTING”

For the

East Chicago Housing Authority

Request for Proposal Issued:

July 27, 2022

Proposal Due:

August 12, 2022

This RFP includes the following documents:

- 1. Request for Proposal**
- 2. Exhibit A - HUD form #5370 EZ**
- 3. Exhibit B - Section 3 Certification**
- 4. Exhibit C - Non-Collusion Affidavit**
- 5. Exhibit D – Proposal Sheet**
- 6. Exhibit E – References**

**Request for Proposals
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The East Chicago Housing Authority (ECHA) is issuing a Request for Proposal (RFP) from qualified companies to provide **Electrical Services to be performed at Hunter Building facility, Sharon of Roses Development, and Columbus Dr. Development.** It is the intent of the ECHA to award this contract to the contractor based on the evaluating criteria set forth in this RFP. By providing these services, the company selected will assist the ECHA in providing housing that is safe, sanitary and in good repair.

Obtaining the RFP: There will be a pre-bid meeting, at 4444 Railroad Ave., East Chicago, In. 46312, on **Wednesday July 27, 2022, at 10:00 am.** Following the meeting there will be a walk-through of the sites. Bid packages may be downloaded (free of charge) from our website "echa-in.org". Bid packages will also be available at the meeting. There will not be a cost for the bid package.

Submission Deadline: Proposals, in accordance with conditions defined in the RFP, must be received via USPS Certified mail, overnight delivery services (UPS, Fed Ex, etc.), hand delivered to the ECHA Central Office **no later than 3:00 pm local time Thursday August 12, 2022,** at the location below. All submissions will be date stamped upon receipt. **No submittals will be accepted after this time. Faxed and emailed Proposals will not be accepted.** Women and Minority owned companies are strongly encouraged to submit a Proposal.

Submission Instructions: **Submit 3** copies of Proposal. One marked "**Electrical Services for Exterior Lighting Original**" Two Copies marked "**Electrical Services for External Lighting Copy**" attention: Gloria Hinojosa, c/o **East Chicago Housing Authority, 4444 Railroad Ave., East Chicago, IN 46312.** If a company has submitted a Proposal in error, the original Proposal may be picked up or dismissed and resubmitted before the submission deadline. Submissions will not be publicly opened.

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SCOPE OF WORK

The East Chicago Housing Authority (ECHA) is soliciting Proposals for Electrical Services for exterior safety lighting. The East Chicago Housing Authority (ECHA) is needing services performed at the **James Hunter Building** located at **3625 Pulaski St., East Chicago, IN.**, **Sharon of Roses** development located on **3601 Deodar St., East Chicago, IN**, and **Columbus Dr.** development located at **1301 Columbus Dr., East Chicago, IN**: Contractor shall provide a Proposal for each location separately.

Hunter Building:

- Contractor shall install / replace Ten (10) Roof top security Flood lights. These lights will be LED lighting fixtures. Fixtures will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor shall install/replace Nine (9) Wall Packs that are located on the North, South, West, and East Sides of the building. These lights will be LED lighting fixtures. Fixtures will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor shall furnish, at Contractor's own expense, all labor, materials and equipment necessary to carry out the terms of this contract.
- Contractor shall do all masonry work (if needed) needed to complete the job (Drilling or cutting of concrete to access and install new lighting fixtures.
- Contractor shall comply with all ECHA and United States Department of Housing and Urban Development (HUD) rules and regulations.

Sharon of Roses:

- Contractor will replace existing exterior porch or door entry lighting around entire building. These lights will be LED lighting fixtures. Fixtures will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor will install exterior wall pack on south side of building. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor will install exterior wall pack on west side of building. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor will replace/install Pole lighting located in the parking area of the development. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor shall furnish, at Contractor's own expense, all labor, materials and equipment necessary to carry out the terms of this contract.

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- Contractor shall do all masonry work (if needed) needed to complete the job (Drilling or cutting of concrete to access and install new lighting fixtures).
- Contractor shall comply with all ECHA and United States Department of Housing and Urban Development (HUD) rules and regulations.

Columbus Drive:

- Contractor will replace existing exterior porch or door entry lighting around entire building. These lights will be LED lighting fixtures. Fixtures will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Replace existing wall pack flood light located on the west side of the building. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor will replace/install Pole lighting located in the parking area (west side) of the development. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor will install exterior wall pack on south side of building. This light will add security lighting to cover alley. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor shall furnish, at Contractor's own expense, all labor, materials and equipment necessary to carry out the terms of this contract.
- Contractor shall do all masonry work (if needed) needed to complete the job (Drilling or cutting of concrete to access and install new lighting fixtures).
- Contractor shall comply with all ECHA and United States Department of Housing and Urban Development (HUD) rules and regulations.

Site Information:

1. **AMP 1 29-1** (James Hunter Senior High-rise): This is a 10 Story Senior High-rise located at 3625 Pulaski Street, East Chicago, IN.
2. **AMP 5 29-8** (Sharon of Roses Building): This is a 2 Story building located at 3601 Deodar St, East Chicago, IN.
3. **AMP 4 29-7** (Columbus Dr.): This is a 3 Story building located at 1301 Columbus Dr., East Chicago, IN.

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INFORMATION TO BE SUBMITTED WITH THE PROPOSAL

ECHA reserves the right to request additional information, if necessary, in order to insure that the lowest, most responsible and responsive bidder is qualified to undertake the project assigned. A Statement of Qualifications should be submitted and should present the Contractors experience and qualifications to undertake the task outlined in this solicitation.

Pricing Instructions: Contractor shall be responsible for all labor, materials and permit fees. Contractor shall be as specific “as necessary” in their pricing. Labor Standards - Davis-Bacon rules apply to this project. Outlined in Hud Form 5370EZ.

General Qualifications and Experience

a) Provide a brief description of the Contractor’s qualifications and capacity to undertake this work.

References

a) Contractor shall provide at least five (4) references, current or past, who can be contacted for verification of the Contractor's qualifications to meet the requirements in this Proposal.

Forms Shall be Completed and Signed

- a) A signed (or initialed for acknowledgement) HUD form #5370 EZ
- b) A completed Section 3 Certification Form
- c) Non-Collusion Affidavit

EVALUATION CRITERIA

All responses to this RFP that are received on or before the stated deadline will be evaluated by a review panel according to the criteria listed below:

Criteria	Points available
Cost	60
The proposer’s DEMONSTRATED EXPERIENCE in performing similar work and the proposer’s DEMONSTRATED SUCCESSFUL PAST PERFORMANCE (including meeting costs, schedules and performance requirements) of contract work substantially similar to that required by this solicitation as verified by reference checks or other means.	15
The APPROPRIATENESS of the TECHNICAL APPROACH (including labor categories, estimated hours and skill mix) and the QUALITY of the WORK PLAN .	15
Professional Reference	10
Section 3*	15

Total points 115

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* Up to 15 points will be awarded to Contractors that meet the Section 3 business categories referenced in Exhibit D of this RFP.

EVALUATION

ECHA expects to select a Contractor or Contractors that is/are best qualified to provide the services described in the RFP based upon the evaluation criteria set forth in the RFP. ECHA reserves the right to waive any information or irregularities in submittals, or to reject any and/or all Proposals. ECHA reserves the right to award contracts to multiple contractors.

See Exhibit C and attached documents for Section 3 of the Housing and Urban Development Act of 1968 requirements, preference for Section 3 businesses, evaluation instructions and documentation requirements. Respondents who meet the Section 3 business categories must indicate in this Proposal under which category they are qualified and are responsible for providing all documentation or other information which supports the respondent's declared category.

Reference Checks

Past performance on other projects will be used, among other considerations, to evaluate both the contractor's capacity and capability to perform the requested services and to assess the risk of poor performance or nonperformance. The reference evaluation factors will include, but are not necessarily limited to the: (a) quality of work (b) ability to eradicate pest in a timely manner.

GENERAL CONDITIONS

- 1) **Basic requirements:** The Contractor shall meet the requirements of Exhibit A, HUD form 5369, Exhibit B, HUD form #5370-EZ; and, if applicable, Section 3 businesses as outlined in Exhibit D.
- 2) **Rights reserved by ECHA:** ECHA also reserves the right to waive any irregularities or informalities in the RFP and to reject any and/or all Statements of Qualification. ECHA will generally not disclose the number of responses received, the names of the respondents, or the status of negotiations until the Executive Director (or assignee) has approved the award of the contract.
- 3) **Responsibilities:**
 - a. Contractors are responsible for obtaining any and all necessary permits to perform the work that is outlined in this solicitation. All safety precautions shall be undertaken prior to start of work. Contractors shall remove all debris generated from repair and haul away from premises at Contractors expense. Area shall be left in a safe condition daily and after all work has been completed.

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- b. Contractor must comply with all local, State and Federal laws, rules and regulations applicable.
- c. Contractor's vehicles and personnel must be identifiable when on East Chicago Housing Authority property. Contractor's employees shall be in uniform with company identification visible. In addition, all company vehicles must be clearly identified with company name and with any applicable state license numbers. Contractor's employees must present themselves with professionalism and be courteous at all times. Contractor's employees must observe all regulations in effect at East Chicago Housing Authority.

4) Basic Eligibility:

- a. The successful Contractor must be licensed to do business in the City of East Chicago, IN and be properly authorized (if required by law) to perform the services proposed. In addition, the successful Contractor must not be debarred, suspended or otherwise ineligible to contract with ECHA, and must not be included on the General Services Administration's (GSA) "List of Parties Excluded from Federal Procurement and Non-procurement Programs" or HUD's "Limited Denial of Participation" list.

5) Payment Requirements: Contractors should be aware that ECHA will only make payments on the contract issued under this solicitation after the work being billed has been completed and will pay reimbursable expenses to the Contractor only upon receipt of an invoice for the reimbursable expenses. No advance payments will be made to the awarded Contractor, who must have the capacity to meet all expenses in advance of payments by ECHA.

6) Records Made Public: All documents submitted to ECHA will become public record, as per RCW 42.17. If you are submitting information which you think is "confidential" or "proprietary" to your Company, ECHA recommends that you do not submit that information as part of this RFP. ECHA cannot guarantee that type of information will be withheld from a public disclosure request.

7) Fair Housing: In accordance with Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990; the Architectural Barriers Act of 1968 and the Fair Housing Act of 1988, the purpose of this Notice is to remind recipients of Federal funds (in this instance, the Public Housing Authority) of their obligation to comply with pertinent laws and implementing regulations which provide for non-discrimination and accessibility in Federally funded housing and non-housing programs for people with disabilities.

9) Is your Company a women or minority owned business? Yes _____ No _____

This is for informational purposes only.

INSURANCE AND INDEMNIFICATION

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The Contractor awarded the contract shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees. The cost of such insurance shall be borne by the respondent Contractor.

Minimum Scope of Insurance

Coverage applicable to the Contractor and services rendered under this contract shall equal or exceed:

1. Insurance Services Office Commercial General Liability coverage or equivalent coverage.
2. Workers' Compensation insurance as required by State law and, if applicable, Employer's Contingent Liability Insurance. Applicable Indiana Stop-Gap coverage may be endorsed to the General Liability coverage.

Minimum Limits of Insurance

The Contractor shall maintain limits no less than:

1. General Liability: \$500,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this contract or the general aggregate limit shall be twice the required occurrence limit.

Policy Forms and Delivery

Policies and endorsements should either be on forms provided by ECHA or on other forms that meet the insurance requirements set forth in this contract. All certificates and endorsements must be received and approved by ECHA before work commences in sufficient time to permit the Contractor to remedy any deficiencies. ECHA reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

Insurance policies should be issued on an "occurrence" basis. Any insurance policy issued on a "claims-made" basis shall have a retroactive date prior to or coincident with the effective date of this contract. The policy shall state the coverage is "claims-made," and state the retroactive date. The Contractor shall either maintain "claims-made" forms coverage for a minimum of three years following the expiration or earlier termination of this contract, providing ECHA with a renewal Certificate of Insurance annually; purchase an extended reporting period ("tail"); or execute another form of guarantee acceptable to ECHA documenting the Contractor's financial responsibility for liability for services performed under this contract.

Subcontractors

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The Contractor shall include all subcontractors as insured under its policies or shall furnish separate certificates for each subcontractor in a manner and in such time as to permit ECHA to approve them before subcontractors' work begins. All coverage for subcontractors shall be subject to all of the requirements stated herein.

Permits

All Contractors and Subcontractors are responsible for fee and obtaining proper permits to do said work from the City of East Chicago's Building Department.

Exhibit A

General Contract Conditions for Small Construction/Development Contracts

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0157 (exp. 3/31/2020)

Applicability. The following contract clauses are applicable and must be inserted into small construction/development contracts greater than \$2,000 but not more than \$150,000.

1. Definitions

Terms used in this form are the same as defined in form HUD-5370

2. Prohibition Against Liens

The Contractor is prohibited from placing a lien on the PHA's property. This prohibition shall apply to all subcontractors at any tier and all materials suppliers. The only liens on the PHA's property shall be the Declaration of Trust or other liens approved by HUD.

3. Disputes

- (a) Except for disputes arising under the **Labor Standards** clauses, all disputes arising under or relating to this contract, including any claims for damages for the alleged breach thereof which are not disposed of by agreement, shall be resolved under this clause.
- (b) All claims by the Contractor shall be made in writing and submitted to the Contracting Officer for a written decision. A claim by the PHA against the Contractor shall be subject to a written decision by the Contracting Officer.
- (c) The Contracting Officer shall, within 30 days after receipt of the request, decide the claim or notify the Contractor of the date by which the decision will be made.
- (d) The Contracting Officer's decision shall be final unless the Contractor (1) appeals in writing to a higher level in the PHA in accordance with the PHA's policy and procedures, (2) refers the appeal to an independent mediator or arbitrator, or (3) files suit in a court of competent jurisdiction. Such appeal must be made within 30 days after receipt of the Contracting Officer's decision.
- (e) The Contractor shall proceed diligently with performance of this contract, pending final resolution of any request for relief, claim, appeal, or action arising under or relating to the contract, and comply with any decision of the Contracting Officer.

4. Default

- (a) If the Contractor refuses or fails to prosecute the work, or any separable part thereof, with the diligence that will insure its completion within the time specified in this contract, or any extension thereof, or fails to complete said work within this time, the Contracting Officer may, by written notice to the Contractor, terminate the right to proceed with the work (or separable part of the work) that has been delayed. In the event, the PHA may take over the work and complete it by contract or otherwise, and may take possession of and use any materials, equipment, and plant on the work site necessary for completing the work. The Contractor and its sureties shall be liable for any damage to the PHA resulting from the Contractor's refusal or failure to complete the work within the specified time, whether or not the Contractor's right to proceed with the work is terminated. This liability includes any increased costs incurred by the PHA in completing the work.

- (b) The Contractor's right to proceed shall not be terminated or the Contractor charged with damages under this clause if –
 - (1) The delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of the Contractor; and
 - (2) The Contractor, within 10 days from the beginning of such delay notifies the Contracting Officer in writing of the causes of delay. The Contracting Officer shall ascertain the facts and the extent of the delay. If, in the judgment of the Contracting Officer, the findings of Fact warrant such action, time for completing the work shall be extended by written modification to the contract. The findings of the Contracting Officer shall be reduced to a written decision which shall be subject to the provisions of the **Disputes** clause of this contract.
- (c) If, after termination of the Contractor's right to proceed, it is determined that the Contractor was not in default, or that the delay was excusable, the rights and obligation of the parties will be the same as if the termination had been for convenience of the PHA.

5. Termination for Convenience

- (a) The Contracting Officer may terminate this contract in whole, or in part, whenever the Contracting Officer determines that such termination is in the best interest of the PHA. Any such termination shall be effected by delivery to the Contractor of a Notice of Termination specifying the extent to which the performance of the work under the contract is terminated, and the date upon which such termination becomes effective.
- (b) If the performance of the work is terminated, either in whole or in part, the PHA shall be liable to the Contractor for reasonable and proper costs resulting from such termination upon the receipt by the PHA of a properly presented claim setting out in detail: (1) the total cost of the work performed to date of termination less the total amount of contract payments made to the Contractor; (2) the cost (including reasonable profit) of settling and paying claims under subcontracts and material orders for work performed and materials and supplies delivered to the site, payment for which has not been made by the PHA to the Contractor or by the Contractor to the subcontractor or supplier; (3) the cost of preserving and protecting the work already performed until the PHA or assignee takes possession thereof or assumes responsibility therefore; (4) the actual or estimated cost of legal and accounting services reasonably necessary to prepare and present the termination claim to the PHA; and (5) an amount constituting a reasonable profit on the value of the work performed by the Contractor.
- (c) The Contracting Officer will act on the Contractor's claim within days (60 days unless otherwise indicated) of receipt of the Contractor's claim.
- (d) Any disputes with regard to this clause are expressly made subject to the provisions of the Disputes clause of this contract.

6. Insurance

- (a) Before commencing work, the Contractor and each subcontractor shall furnish the PHA with certificates of insurance showing the following insurance is in force and will insure all operations under the Contract:

(1) Workers' Compensation, in accordance with state or Territorial Workers' Compensation laws.

(2) Commercial General Liability with a combined single limit for bodily injury and property damage of not less than \$ _____ [Contracting Officer insert amount] per occurrence to protect the Contractor and each subcontractor against claims for bodily injury or death and damage to the property of others. This shall cover the use of all equipment, hoists, and vehicles on the site(s) not covered by Automobile Liability under (3) below. If the Contractor has a "claims-made" policy, then the following additional requirements apply: the policy must provide a "retroactive date" which must be on or before the execution date of the Contract; and the extended reporting period may not be less than five years following the completion date of the Contract.

(3) Automobile Liability on owned and non-owned motor vehicles used on the site(s) or in connection therewith for a combined single limit for bodily injury and property damage of not less than \$ _____ [Contracting Officer insert amount] per occurrence.

(b) Before commencing work, the Contractor shall furnish the PHA with a certificate of insurance evidencing that Builder's Risk (fire and extended coverage) Insurance on all work in place and/or materials stored at the building site(s), including foundations and building equipment, is in force. The Builder's Risk Insurance shall be for the benefit of the Contractor and the PHA as their interests may appear and each shall be named in the policy or policies as an insured. The Contractor in installing equipment supplied by the PHA shall carry insurance on such equipment from the time the Contractor takes possession thereof until the Contract work is accepted by the PHA. The Builder's Risk Insurance need not be carried on excavations, piers, footings, or foundations until such time as work on the superstructure is started. It need not be carried on landscape work. Policies shall furnish coverage at all times for the full cash value of all completed construction, as well as materials in place and/or stored at the site(s), whether or not partial payment has been made by the PHA. The Contractor may terminate this insurance on buildings as of the date taken over for occupancy by the PHA. The Contractor is not required to carry Builder's Risk Insurance for modernization work which does not involve structural alterations or additions and where the PHA's existing fire and extended coverage policy can be endorsed to include such work.

(c) All insurance shall be carried with companies which are financially responsible and admitted to do business in the State in which the project is located. If any such insurance is due to expire during the construction period, the Contractor (including subcontractors, as applicable) shall not permit the coverage to lapse and shall furnish evidence of coverage to the Contracting Officer. All certificates of insurance, as evidence of coverage, shall provide that no coverage may be canceled or non-renewed by the insurance company until at least 30 days prior written notice has been given to the Contracting Officer.

7. Contract Modifications

(a) Only the Contracting Officer has authority to modify any term or condition of this contract. Any contract modification shall be authorized in writing.

(b) The Contracting Officer may modify the contract unilaterally (1) pursuant to a specific authorization stated in a contract clause (e.g., Changes); or (2) for administrative matters which

do not change the rights or responsibilities of the parties (e.g., change in the PHA address). All other contract modifications shall be in the form of supplemental agreements signed by the Contractor and the Contracting Officer.

(c) When a proposed modification requires the approval of HUD prior to its issuance (e.g., a change order that exceeds the PHA's approved threshold), such modification shall not be effective until the required approval is received by the PHA.

8. Changes

(a) The Contracting Officer may, at any time, without notice to the sureties, by written order designated or indicated to be a change order, make changes in the work within the general scope of the contract including changes:

(1) In the specifications (including drawings and designs);

(2) In the method or manner of performance of the work;

(3) PHA-furnished facilities, equipment, materials, services, or site; or,

(4) Directing the acceleration in the performance of the work.

(b) Any other written order or oral order (which, as used in this paragraph (b), includes direction, instruction, interpretation, or determination) from the Contracting Officer that causes a change shall be treated as a change order under this clause; provided, that the Contractor gives the Contracting Officer written notice stating (1) the date, circumstances and source of the order and (2) that the Contractor regards the order as a change order.

(c) Except as provided in this clause, no order, statement or conduct of the Contracting Officer shall be treated as a change under this clause or entitle the Contractor to an equitable adjustment.

(d) If any change under this clause causes an increase or decrease in the Contractor's cost of, or the time required for the performance of any part of the work under this contract, whether or not changed by any such order, the Contracting Officer shall make an equitable adjustment and modify the contract in writing. However, except for an adjustment based on defective specifications, no proposal for any change under paragraph (b) above shall be allowed for any costs incurred more than 20 days (5 days for oral orders) before the Contractor gives written notice as required. In the case of defective specifications for which the PHA is responsible, the equitable adjustment shall include any increased cost reasonably incurred by the Contractor in attempting to comply with the defective specifications.

(e) The Contractor must assert its right to an adjustment under this clause within 30 days after (1) receipt of a written change order under paragraph (a) of this clause, or (2) the furnishing of a written notice under paragraph (b) of this clause, by submitting a written statement describing the general nature and the amount of the proposal. If the facts justify it, the Contracting Officer may extend the period for submission. The proposal may be included in the notice required under paragraph (b) above. No proposal by the Contractor for an equitable adjustment shall be allowed if asserted after final payment under this contract.

(f) The Contractor's written proposal for equitable adjustment shall be submitted in the form of a lump sum proposal supported with an itemized breakdown of all increases and decreases in the contract in at least the following details:

(1) Direct Costs. Materials (list individual items, the quantity and unit cost of each, and the aggregate cost); Transportation and delivery costs associated with materials; Labor

breakdowns by hours or unit costs (identified with specific work to be performed); Construction equipment exclusively necessary for the change; Costs of preparation and/ or revision to shop drawings resulting from the change; Worker's Compensation and Public Liability Insurance; Employment taxes under FICA and FUTA; and, Bond Costs - when size of change warrants revision.

- (2) Indirect Costs. Indirect costs may include overhead, general and administrative expenses, and fringe benefits not normally treated as direct costs.
- (3) Profit. The amount of profit shall be negotiated and may vary according to the nature, extent, and complexity of the work required by the change.

The allowability of the direct and indirect costs shall be determined in accordance with the Contract Cost Principles and Procedures for Commercial Firms in Part 31 of the Federal Acquisition Regulation (48 CFR 1-31), as implemented by HUD Handbook 2210.18, in effect on the date of this contract. The Contractor shall not be allowed a profit on the profit received by any subcontractor. Equitable adjustments for deleted work shall include a credit for profit and may include a credit for indirect costs. On proposals covering both increases and decreases in the amount of the contract, the application of indirect costs and profit shall be on the net-change in direct costs for the Contractor or subcontractor performing the work.

- (g) The Contractor shall include in the proposal its request for time extension (if any), and shall include sufficient information and dates to demonstrate whether and to what extent the change will delay the completion of the contract in its entirety.
- (h) The Contracting Officer shall act on proposals within 30 days after their receipt, or notify the Contractor of the date when such action will be taken.
- (i) Failure to reach an agreement on any proposal shall be a dispute under the clause entitled Disputes herein. Nothing in this clause, however, shall excuse the Contractor from proceeding with the contract as changed.
- (j) Except in an emergency endangering life or property, no change shall be made by the Contractor without a prior order from the Contracting Officer.

9. Examination and Retention of Contractor's Records

The HA, HUD, or Comptroller General of the United States, or any of their duly authorized representatives shall, until three years after final payment under this contract, have access to and the right to examine any of the Contractor's directly pertinent books, documents, papers, or other records involving transactions related to this contract for the purpose of making audit, examination, excerpts, and transcriptions.

10. Rights in Data and Patent Rights (Ownership and Proprietary Interest)

The HA shall have exclusive ownership of, all proprietary interest in, and the right to full and exclusive possession of all information, materials, and documents discovered or produced by Contractor pursuant to the terms of this Contract, including but not limited to reports, memoranda or letters concerning the research and reporting tasks of this Contract.

11. Energy Efficiency

The Contractor shall comply with all mandatory standards and policies relating to energy efficiency which are contained in the energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub.L. 94-163) for the State in which the work under this contract is performed.

12. Procurement of Recovered Materials

- (a) In accordance with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, the Contractor shall procure items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition. The Contractor shall procure items designated in the EPA guidelines that contain the highest percentage of recovered materials practicable unless the Contractor determines that such items: (1) are not reasonably available in a reasonable period of time; (2) fail to meet reasonable performance standards, which shall be determined on the basis of the guidelines of the National Institute of Standards and Technology, if applicable to the item; or (3) are only available at an unreasonable price.
- (b) Paragraph (a) of this clause shall apply to items purchased under this contract where: (1) the Contractor purchases in excess of \$10,000 of the item under this contract; or (2) during the preceding Federal fiscal year, the Contractor: (i) purchased any amount of the items for use under a contract that was funded with Federal appropriations and was with a Federal agency or a State agency or agency of a political subdivision of a State; and (ii) purchased a total of in excess of \$10,000 of the item both under and outside that contract.

13. Training and Employment Opportunities for Residents in the Project Area (Section 3, HUD Act of 1968; 24 CFR 135)

- (a) 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 persons who are recipients of HUD assistance for housing.
- (b) 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.
- (c) The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' 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. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the

qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

- (d) 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.
- (e) 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.
- (f) 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.

14. Labor Standards - Davis-Bacon and Related Acts

(a) Minimum Wages.

(1) All laborers and mechanics employed under this contract in the construction or development of the project(s) involved will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the Contractor and such laborers and mechanics. Contributions made or costs reasonably anticipated for bona fide fringe benefits under Section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR 5.5(a)(1)(iv); also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the regular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits in the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein; provided, that the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under 29 CFR 5.5(a)(1)(ii) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the Contractor and its subcontractors at the site of the work in

a prominent and accessible place where it can be easily seen by the workers.

- (2) (i) Any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. HUD shall approve an additional classification and wage rate and fringe benefits therefor only when all the following criteria have been met:
 - (a) The work to be performed by the classification requested is not performed by a classification in the wage determination; and
 - (b) The classification is utilized in the area by the construction industry; and
 - (c) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.
- (ii) If the Contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and HUD or its designee agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action shall be sent by HUD or its designee to the Administrator of the Wage and Hour Division, Employee Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary.
- (iii) In the event the Contractor, the laborers or mechanics to be employed in the classification or their representatives, and HUD or its designee do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), HUD or its designee shall refer the questions, including the views of all interested parties and the recommendation of HUD or its designee, to the Administrator of the Wage and Hour Division for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary.
- (iv) The wage rate (including fringe benefits where appropriate) determined pursuant to subparagraphs (a)(2)(ii) or (iii) of this clause shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.
- (3) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the Contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.
- (4) If the Contractor does not make payments to a trustee or other third person, the Contractor may consider as part

of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program; *provided*, that the Secretary of Labor has found, upon the written request of the Contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the Contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

(b) Withholding of Funds. HUD or its designee shall, upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the Contractor under this contract or any other Federal contract with the same prime Contractor, or any other Federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime Contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the Contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working in the construction or development of the project, all or part of the wages required by the contract, HUD or its designee may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased. HUD or its designee may, after written notice to the Contractor, disburse such amounts withheld for and on account of the Contractor or subcontractor to the respective employees to whom they are due.

(c) Payrolls and Basic Records.

(1) Payrolls and basic records relating thereto shall be maintained by the Contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working in the construction or development of the project. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made, and actual wages paid. Whenever the Secretary of Labor has found, under 29 CFR 5.5(a)(1)(iv), that the wages of any laborer or mechanic include the amount of costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the Contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of

the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

- (2) (i) The Contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the Contracting Officer for transmission to HUD or its designee. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under subparagraph (c)(1) of this clause. This information may be submitted in any form desired. Optional Form WH-347 (Federal Stock Number 029-005-00014-1) is available for this purpose and may be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. The prime Contractor is responsible for the submission of copies of payrolls by all subcontractors. (Approved by the Office of Management and Budget under OMB Control Number 1214-0149.)
- (ii) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:
- (A) That the payroll for the payroll period contains the information required to be maintained under paragraph (c)(1) of this clause and that such information is correct and complete;
- (B) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in 29 CFR Part 3; and
- (C) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.
- (iii) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirements for submission of the "Statement of Compliance" required by subparagraph (c)(2)(ii) of this clause.
- (iv) The falsification of any of the above certifications may subject the Contractor or subcontractor to civil or criminal prosecution under Section 1001 of Title 18 and Section 3729 of Title 31 of the United States Code.
- (3) The Contractor or subcontractor shall make the records required under subparagraph (c)(1) available for inspection, copying, or transcription by authorized representatives of HUD or its designee, the Contracting Officer, or the Department of Labor and shall permit such representatives to interview employees during working hours on the job. If the Contractor or subcontractor fails to submit the required records or to make them available, HUD or its designee may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

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- (d) Apprentices. Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services (OATELS), or with a State Apprenticeship Agency recognized by OATELS, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by OATELS or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice.

The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the Contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated in this paragraph, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the Contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator of the Wage and Hour Division determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event OATELS, or a State Apprenticeship Agency recognized by OATELS, withdraws approval of an apprenticeship program, the Contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

- (e) Trainees. Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate

specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed in the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate in the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate in the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate in the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the Contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

- (f) Equal Employment Opportunity. The utilization of apprentices, trainees, and journeymen under this clause shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.
- (g) Compliance with Copeland Act Requirements. The Contractor shall comply with the requirements of 29 CFR Part 3, which are hereby incorporated by reference in this contract.
- (h) Contract Termination; Debarment. A breach of the labor standards clauses in this contract may be grounds for termination of the contract and for debarment as a Contractor and a subcontractor as provided in 29 CFR 5.12.
- (i) Compliance with Davis-Bacon and related Act Requirements. All rulings and interpretations of the Davis-Bacon and related Acts contained in 29 CFR Parts 1, 3, and 5 are herein incorporated by reference in this contract.
- (j) Disputes Concerning Labor Standards. Disputes arising out of the labor standards provisions of this clause shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the Contractor (or any of its subcontractors) and the PHA, HUD, the U.S. Department of Labor, or the employees or their representatives.
- (k) Certification of Eligibility.
- (1) By entering into this contract, the Contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the Contractor's firm is a person or firm ineligible to be awarded contracts by the United States Government by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).
 - (2) No part of this contract shall be subcontracted to any person or firm ineligible for award of a United States Government

contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(3) The penalty for making false statements is prescribed in the U. S. Criminal Code, 18 U.S.C. 1001.

(l) Subcontracts. The Contractor or subcontractor shall insert in any subcontracts all the provisions contained in this clause, and such other clauses as HUD or its designee may by appropriate instructions require, and also a clause requiring the subcontractors to include these provisions in any lower tier subcontracts. The prime Contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all these provisions.

(m) Non-Federal Prevailing Wage Rates. Any prevailing wage rate (including basic hourly rate and any fringe benefits), determined under State law to be prevailing, with respect to any employee in any trade or position employed under the contract, is inapplicable to the contract and shall not be enforced against the Contractor or any subcontractor, with respect to employees engaged under the contract whenever such non-Federal prevailing wage rate exceeds:

- (i) the applicable wage rate determined by the Secretary of Labor pursuant to the Davis-Bacon Act (40 U.S.C. 3141 et seq.) to be prevailing in the locality with respect to such trade;
- (ii) an applicable apprentice wage rate based thereon specified in an apprenticeship program registered with the U.S. Department of Labor (DOL) or a DOL-recognized State Apprenticeship Agency; or
- (iii) an applicable trainee wage rate based thereon specified in a DOL-certified trainee program.

Exhibit B

SECTION 3 INFORMATION AND CERTIFICATION

SECTION 3 CLAUSE

- A. 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 persons who are recipients of HUD assistance for housing.
- B. 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.
- C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' 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. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- D. 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.
- E. 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.
- F. 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.
- G. With respect to work performed in connection with Section 3 covered Indian housing assistance, Section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and Section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with Section 7(b).

Request for Proposals
Professional Banking Services

SECTION 3 INFORMATION AND CERTIFICATION

THIS FORM MUST BE SIGNED AND RETURNED.

SECTION 3 CERTIFICATION

PROJECT: _____

Company Name: _____

Address: _____

Year business founded: _____

Current number of employees: Full time _____ Part time _____

Type of trade or business: _____

1) Is 51% or more of your business owned by SBHA residents or by persons who earn 80% or less of the median income level (for a household of their size) for the past year? (See attached income guidelines.)

Yes No

2) Are 30% or more of your full time, permanent employees SBHA residents or persons who earn 80% or less of the median income level (for a household of their size) for the past year? (See attached income guidelines.)

Yes No

3) Do you plan on subcontracting 25% or more of the estimated contract value to companies owned by SBHA residents or by persons who earn 80% or less of the median income level (for a household of their size) for the past year? (See attached income guidelines.)

Yes No If "yes" is checked, please provide supporting documentation.

4) Is your company a participant in HUD Youth build Programs in the Indiana area?

Yes No If "yes" is checked, please provide supporting documentation.

5) Please sign the following statement:

As authorized representative of _____
(Name of company)

I certify that I (am) (am not) a qualified Section 3 Business.

I further certify that, if I am awarded the bid, and need to hire additional employees to complete the work, I will carry out Section 3 hiring, training and subcontracting requirements to the best of my ability.

(Signature)

(Print Your Name)

(Date)

If you have more specific questions on Section 3 contracting, contact Christopher Vincent at SBHA at 219-397-9974 Ext. 18 or email at cvincent@SBHA-in.org.

Request for Proposals
Professional Banking Services

EXHIBIT D
SECTION 3 INFORMATION AND CERTIFICATION

SECTION 3 QUALIFICATIONS POINT STRUCTURE

Your business will qualify for *only one* of these 4 categories. The points assigned for each category will not be reduced or added by the scoring committee.

<p>Section 3 business-I 1) 51% or more owned by SBHA residents <i>at the site where the work will take place</i>, or 2) 30% or more of the business's permanent, full time employees are SBHA residents <i>at the site where the work will take place</i>.</p>	15 points
<p>Section 3 business-II 1) 51% or more owned by SBHA residents <i>at other SBHA developments</i>, or 2) 30% or more of the business's permanent, full time employees are SBHA residents <i>at other SBHA developments</i>.</p>	12 points
<p>Participants in HUD Youth build programs</p>	9 points
<p>Section 3 business-III 1) 51% or more owned by Section 3 persons, or 2) 30% or more of the business's permanent, full time employees are Section 3 persons, or 3) 25% or more of the contract value will be subcontracted to Section 3 businesses.</p>	6 points

If you have further questions on Section 3, please refer to <http://www.hud.gov/offices/fheo/section3/section3brochure.cfm> or 24CFR Part 135. If you do not have Internet access and wish to obtain this information, contact the contact person for this project. Be sure to sign and return the Section 3 Certification form in this proposal.

Exhibit C



NON-COLLUSION AFFIDAVIT
 State Form 4391 (R4 / 1-00)

STATE OF: _____ }
 COUNTY OF _____ } SS:

The undersigned, being duly sworn on oath says, that he is the contracting party, or that he is the representative, agent, member, or officer of the contracting party, that he has not, nor has any other member, employee, representative, agent or officer of the firm, company, corporation or partnership represented by him, directly or indirectly, entered into or offered to enter into any combination, collusion or agreement to receive or pay, and that he has not received or paid, any sum of money or other consideration for the execution of the annexed contract other than that which appears upon the face of the contract.

Signature
Printed name
Title
Company

Before me, a Notary Public in and for said County and State personally appeared, _____,
 who acknowledged the truth of the statements in the foregoing affidavit on this _____ day of _____, 20__.

County of residence	Commission expiration date	Signature of Notary Public
		Printed or typed name of Notary Public

Exhibit D

Hunter Building:

- Contractor shall install / replace Ten (10) Roof top security Flood lights. These lights will be LED lighting fixtures. Fixtures will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor shall install/replace Nine (9) Wall Packs that are located on the North, South, West, and East Sides of the building. These lights will be LED lighting fixtures. Fixtures will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor shall furnish, at Contractor's own expense, all labor, materials and equipment necessary to carry out the terms of this contract.
- Contractor shall do all masonry work (if needed) needed to complete the job (Drilling or cutting of concrete to access and install new lighting fixtures.
- Contractor shall comply with all ECHA and United States Department of Housing and Urban Development (HUD) rules and regulations.

Proposed Price to Complete SOW outlined in RFP \$ _____

*Price includes cost for all labor and material

Sharon of Roses:

- Contractor will replace existing exterior porch or door entry lighting around entire building. These lights will be LED lighting fixtures. Fixtures will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor will install exterior wall pack on south side of building. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor will install exterior wall pack on west side of building. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor will replace/install Pole lighting located in the parking area of the development. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor shall furnish, at Contractor's own expense, all labor, materials and equipment necessary to carry out the terms of this contract.

- Contractor shall do all masonry work (if needed) needed to complete the job (Drilling or cutting of concrete to access and install new lighting fixtures.
- Contractor shall comply with all ECHA and United States Department of Housing and Urban Development (HUD) rules and regulations.

Proposed Price to Complete SOW outlined in RFP \$ _____

*Price includes cost for all labor and material

Columbus Drive:

- Contractor will replace existing exterior porch or door entry lighting around entire building. These lights will be LED lighting fixtures. Fixtures will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Replace existing wall pack flood light located on the west side of the building. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor will replace/install Pole lighting located in the parking area (west side) of the development. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor will install exterior wall pack on south side of building. This light will add security lighting to cover alley. This light will be LED lighting fixture. Fixture will comply with all East Chicago, IN. Codes and Ordinance for lighting illumination.
- Contractor shall furnish, at Contractor's own expense, all labor, materials and equipment necessary to carry out the terms of this contract.
- Contractor shall do all masonry work (if needed) needed to complete the job (Drilling or cutting of concrete to access and install new lighting fixtures.
- Contractor shall comply with all ECHA and United States Department of Housing and Urban Development (HUD) rules and regulations.

Proposed Price to Complete SOW outlined in RFP \$ _____

*Price includes cost for all labor and material

Exhibit E

(Company's References)