



ATTACHMENT C

CONTRACTOR'S SECTION 3 AFFIRMATIVE ACTION PLAN

UTILIZATION OF SECTION 3 BUSINESS CONCERNS

Project _____

Contractor _____

Each contractor or subcontractor undertaking work in connection with a Section 3 covered project shall fulfill his/her obligation to utilize Section 3 business concerns in Jefferson County, Alabama (Section 3 covered project area) by developing and implementing an affirmative action plan as follows:

1. Indicate the approximate number, the estimated monetary value and the type of all subcontracts to be awarded in connection with this project:

<u>Number of Subcontracts</u>	<u>Monetary Value</u>	<u>Type of Profession</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. Outline a goal or target number, the estimated monetary value and the type of subcontracts to be awarded to Section 3 Business Concerns under this project:

<u>Number of Subcontracts</u>	<u>Monetary Value</u>	<u>Type of Profession</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

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3. The following actions must be utilized to achieve the previous goal:
- a. Insert in the Bid documents, your company's Affirmative Action Plan for Utilizing Section 3 Business Concerns. Section 3 business concerns are (1) 51 percent or more owned by Section 3 residents (public housing residents; or persons who live in the area where a HUD-assisted project is located and who have a household income that falls below HUD's income limits); (2) Employs Section 3 residents for at least 30 percent of its full-time, permanent staff; or (3) Provides evidence of a commitment to subcontract to Section 3 business concerns, 25 percent or more of the dollar amount of the awarded contract.
 - b. Identify within the Bid documents, the Section 3 Project Area, which will be Jefferson County, Alabama or a specified Section 3 Project Area.
 - c. Insure the appropriate business concerns included in HUD's Registry for the Section 3 Project Area and other businesses included on the County's list of potential Bidders are notified of pending contractual opportunities through:
 - (1) Advertisements placed in the Birmingham Times and Birmingham News.
 - (2) Signs placed at the proposed site for the project.
 - (3) Notices posted at community organizations and public or private institutions within or serving the project area.

Examples: Birmingham Construction Industry Authority
Common Areas of Public Housing Units
Small Business Administration
Birmingham Business Development Center
Alabama Office of Minority Bus. Enterprise
Dodge F.W. Division McGraw-Hill
Information Systems Company
 - d. All advertisements, signs and notices shall state that the Contractor is an Equal Opportunity Employer.
 - e. Where subcontractors are to be utilized, the Contractor shall require each Bidder to submit a Section 3 Affirmative Action Plan for utilizing Section 3 Business Concerns (Section 3 employees/trainees) and in evaluating each Bid, the Contractor shall determine whether the Bidder's plan will be satisfactory in accomplishing the specified goals for utilizing area businesses.
 - f. Indicate the steps which will be taken to secure the cooperation of any subcontractors or labor unions in meeting the goals specified in this Section 3 Affirmative Action Plan.

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The Contractor, _____, agrees that it will make a good faith effort to achieve its goal or target number and estimated dollar amount of contracts to be awarded to Section 3 business concerns that are (1) 51 percent or more owned by Section 3 residents; (2) Employs Section 3 residents for at least 30 percent of its full-time, permanent staff; or (3) Provides evidence of a commitment to subcontract to Section 3 business concerns, 25 percent or more of the dollar amount of the awarded contract.

Name of Contractor

Name and Title of Signer

Signature

Date