

Fall River Housing Authority

Section 3 Program

Contents

STATEMENT OF PURPOSE:	2
FRHA SECTION 3 COMPLIANCE NUMERICAL GOALS:	2
FRHA SECTION 3 DEFINITIONS:	2
Section 3 Covered Assistance	2
FRHA Section 3 Business Concern	3
FRHA Section 3 Residents:	3
SECTION 3 HIRING:	3
FRHA Staff Hiring Requirements	3
FRHA Contractor Hiring Requirements	4
FRHA SECTION 3 PROCUREMENT:	4
Procurement under IFB (Invitation for Bid) and small purchases:	5
Procurement under RFP (Request for Proposal):	5
FRHA OUTREACH TO SECTION 3 BUSINESS CONCERNS:	5
FRHA INTERNAL SECTION 3 COMPLAINT PROCEDURE	6

Statement of Purpose:

The Fall River Housing Authority (FRHA) is committed to assisting the residents of its housing developments, Section 8 participants (HCPV), and other low income residents of Fall River to achieve self-sufficiency by providing opportunities for training and employment. The FRHA provides employment opportunities by encouraging its contractors to hire qualified residents of Fall River, refers and connects residents to job training and placement opportunities, and provides coordination that facilitates these efforts.

The purpose of Section 3 of the Housing and Urban Development Act of 1968, as amended by Section 915 of the Housing and Community Development Act of 1992, is to “Ensure that employment and other economic opportunities generated by HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be directed toward low and very low income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low and very low income persons.”

Section 3 Compliance Numerical Goals:

1. The FRHA will strive for at least 30% of the aggregate number of new hires each year at the FRHA to be qualifying Section 3 residents. These Sec 3 residents will be Residents of a program operated by the FRHA i.e. Federal and State Public Housing, the HCPV program and other state assisted housing programs administered by the FRHA.
2. The FRHA encourages all contractors and subcontractors to hire qualifying FALL RIVER residents for at least 30% of the new positions created as a result of contracts awarded by the FRHA.
3. The FRHA will strive for at least 10% of the total dollar amount of contracts for construction, repair, and rehabilitation is awarded to qualifying Section 3 businesses.

Section 3 Definitions:

Section 3 Covered Assistance

Section 3 covered assistance applies to the following Public and Indian housing assistance and applies to training, employment, contracting and other economic opportunities arising from expenditure of the following Public and Indian assistance:

1. Development assistance provided pursuant to Section 5 of the U.S. Housing Act of 1937 (1937 Act).
2. Operating assistance provided pursuant to Section 9 of the 1937 Act.
3. Modernization assistance provided.

Section 3 Business Concern

The FRHA defines a Section 3 business as a business that can provide evidence that meet one of the following criteria.

1. 51% or more owned and controlled by Fall River Section 3 residents.
2. At least 30% of its full time employees include persons that are currently Fall River Section 3 residents, or within three years of the date of first employment with the business concern were Fall River Section 3 residents.
3. Provides evidence, as required, of a pledge to subcontract in excess of 25% of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications in the above two paragraphs.

FALL RIVER Section 3 Residents:

All residents of FRHA's Federal and State Public Housing Developments, the HCVP program, and other state assisted housing programs administered by the FRHA qualify as Section 3 residents are considered to be Sec 3 eligible. All residents of Fall River whose incomes are 80% or less of the medium family income for the Providence-Fall River HUD MFI table can also qualify for Section 3 status. The FRHA will require that all applicants who are identified as Section 3 eligible who are not FRHA residents provide proof of current residency and verification of income. This information will be forwarded to the FRHA Section 3 Officer.

Section 3 Hiring:

FRHA Staff Hiring Requirements

The FRHA shall take any and all necessary and reasonable steps to provide full-time employment and training initiatives to qualified Section 3 residents of the City of Fall River. The purpose of this endeavor will be to maximize employment opportunities for FRHA residents.

The FRHA will strive to attain a goal of at least 30% of the aggregate number of new hires each year to be (1) A resident of the FRHA's Federal and State Public Housing Developments, the HCVP Program, and other state assisted housing programs administered by the FRHA where a current HUD funded project is performed; and (2) A resident of any other development operated by the FRHA.

If the FRHA is unable to meet or accomplish its projected goal of attaining 30% of the aggregate number of new hires from any of its Federal and State Public Housing Developments, then the FRHA will extend its efforts to include pursuing qualified new hires from the Fall River Youthbuild Program, as well as targeting other qualified low or very-low income residents of the City of Fall River.

FRHA Contractor Hiring Requirements

The FRHA has adopted the following requirements of contractors that are to be used on all construction contracts, service contracts, and professional service contracts that contain a labor component. Contractors of the FRHA will ensure employment opportunities, to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be directed to qualified low and very low income persons. The contractor shall take necessary and reasonable steps to provide meaningful, full-time, regular employment and training to qualified Section 3 residents of Fall River. The FRHA encourages the contractor to strive for a goal that allows at least 30% of the aggregate number of new hires each year or within 3 years of the date of first employment in the following order of priority.

1. A resident of the FRHA's Federal and State Public Housing Developments, the HCVP Program, and other state assisted housing programs administered by the FRHA where a current HUD funded project is performed.
2. A resident of any development operated by the FRHA.
3. A participant of a HUD Youth-Build program in Fall River.
4. A low or very low income resident of Fall River.

The FRHA encourages all contractors and any tier subcontractors to the greatest extent feasible, direct 10% of their subcontracting opportunities to Section 3 businesses. Preference for shall be given in the following order of priority:

1. Businesses that are 51% or more owned and controlled by residents of any FRHA development whose full-time permanent workforce includes 30% of FRHA residents of any development.
2. Businesses that are 51% or more owned and controlled by FRHA residents or are low or very low income Fall River residents or whose full-time permanent workforce includes 30% FRHA residents or low or very low income Fall River residents.
3. HUD Youth-Build programs being carried out in Fall River.
4. Businesses that subcontract in excess of 25% of the total amount of subcontracts to Section 3 businesses.

The FRHA will assist contractors in achieving Section 3 hiring goals. Contractors must present a list to the FRHA indicating the number of employment opportunities expected to be generated from the initial contract prior to beginning work. The FRHA will provide the contractor with a list of interested and qualified Section 3 residents. This list will be compiled through a collaborative network of outreach.

FRHA Section 3 Procurement:

All FRHA contractors and any second tier subcontractors that are awarded a contract by the FRHA with a labor component and with work generated through the expenditure of HUD funding shall take necessary and reasonable steps to provide economic opportunities to Section 3 residents and business concerns. The FRHA will strive to award contracts to Section 3 business concerns in the following order of priority.

1. Businesses that are 51% or more owned and controlled by residents of FRHA development for which Section 3 covered assistance is expended or whose full-time permanent workforce includes 30% of these persons as employees.
2. Businesses that are 51% or more owned and controlled by any FRHA residents whose full-time permanent workforce includes 30% of any FRHA residents.
3. HUD Youth-Build programs being carried out in Fall River.
4. Businesses that are 51% or more owned and controlled by Section 3 residents of Fall River whose full-time permanent workforce includes 30% of Section 3 residents of Fall River, or subcontract in excess of 25% of the total amount of subcontracts to Section 3 businesses.

Procurement under IFB (Invitation for Bid) and small purchases:

Notification of a Section 3 preference shall be provided to all quoting/bidding parties. The contract shall be awarded per M.G.L. Chapter 30b regulations and the FRHA procurement policy. The contract shall include the Section 3 clause. Preference shall be given to a Section 3 business concern who submits the lowest responsive quote/bid.

Procurement under RFP (Request for Proposal):

For contacts awarded under the RFP method of procurement the FRHA, when evaluating under a point system, shall include a Section 3 evaluation category. The contract award shall be made to the responsible firm either Section 3 or non Section 3 whose proposal is determined to be most advantageous for the FRHA after all factors considered. The contract shall include the Section 3 clause.

FRHA Outreach to Section 3 Business Concerns:

Outreach to Section 3 residents and business concerns shall consist of the following:

- Utilizing procurement procedures that encourage participation and give preference to Section 3 business concerns.
- Informing local HUD Youth-Build programs, business assistance agencies, minority contractor associations, and community organizations to inform them of contracting opportunities.
- Advertising contracting opportunities by posting notices, which provide general information about the work to be contracted and where to obtain more information.
- Provide written notice to all known Section 3 business concerns of the contracting opportunities in invitations to bids and request for proposals.
- Advertising Section 3 information through local media.
- Follow up with Section 3 business concerns that have expressed interest.
- Periodically mailing Section 3 information to FRHA residents.
- Developing a list of Section 3 eligible business concerns.

FRHA Internal Section 3 Complaint Procedure

In an effort to resolve complaints due to non-compliance through an internal process, the FRHA encourages submittal of such complaints to the Section 3 Officer as follows:

1. Complaints of non-compliance should be filed in writing and must contain the names of the complainant and brief description of the alleged violation of 24 CFR 135.
2. Complaints must be filed within thirty (30) calendar days after the complainant becomes aware of the alleged violation.
3. An investigation will be conducted if complaint is found to be valid.
4. The FRHA will review the findings for accuracy and completeness before it is released to complainants.

If complainants wish to have their concerns considered outside of the FRHA, a complaint may be filed with the Assistant Secretary for Fair Housing and Equal Opportunity.