

Form-5: SECTION 3 COMPLIANCE SUMMARY REPORT



Report Submission Date: _____ Reporting Period: _____

This report must be submitted by all vendors who have an active contract with the Housing Authority of the City of Los Angeles. The purpose of this report is to monitor your compliance with the Section 3 requirements in 24 CFR Part 135 and your commitments under the contract. If needed, attach additional pages explaining your efforts, achievements and/or obstacles.

Submit completed forms with support documentation to:
Section 3 Compliance Administrator, Sone Davayan, at Sone.Davayan@hacla.org.

Additional information and resources about Section 3, including fillable forms are available at www.hacla.org/section3.

PART 1: COMPANY PROFILE

Contractor/Service Provider Subcontractor Section 3 Business: Yes No

Business Name: _____ Trade: _____

Address: _____ City/Zip Code: _____

Contact Name: _____ Telephone: _____

E-mail: _____ Contract Amount: _____

HACLA OFFICE USE ONLY

If you are a Subcontractor, list Prime Contractor's name and contact information:

Part 2: PROJECTS COMPLETED/COMPLETING WORK ON:

Project Name: _____ Contract #/PO #: _____ Start and End Dates of Work: _____

Project Name: _____ Contract #/PO #: _____ Start and End Dates of Work: _____

Project Name: _____ Contract #/PO #: _____ Start and End Dates of Work: _____

PART 3: GOOD FAITH EFFORTS MADE TO SATISFY SECTION 3 REQUIREMENTS COMMITMENTS

(Attach documentation supporting the information provided in this section)

Recruited Section 3 residents through:

- Signs prominently displayed at the project site
- Contacted community organizations _____
- Contacted management office to notify residents and posted or distributed flyers at the project site/public housing site
- Contacted agencies administering HUD Youth Build programs
- Submitted a Job Order to HACLA Section 3 Compliance Administrator
- Other _____

PART 4: SUBCONTRACTORS

Report all subcontractors working/worked on the project

NAME OF THE SUBCONTRACTORS WORKING/WORKED	SECTION 3 BUSINESS CONCERN? <input type="checkbox"/> Yes <input type="checkbox"/> No	TRADE	SUBCONTRACTOR START AND END DATES ON THE PROJECT	SUBCONTRACT AMOUNT	SECTION 3 RESIDENT NEW HIRES? (If Yes, sub needs to submit this form also)
	<input type="checkbox"/> Yes <input type="checkbox"/> No				
	<input type="checkbox"/> Yes <input type="checkbox"/> No				
	<input type="checkbox"/> Yes <input type="checkbox"/> No				
	<input type="checkbox"/> Yes <input type="checkbox"/> No				

New Hire: A new hire means a full-time employee for a new permanent, temporary or seasonal position that is hired as a direct result of this project.

Section 3 Resident Priority Selection:

1st Priority (P1): Individuals residing in the HACLA Development where the project is located.

2nd Priority (P2): Individuals residing in other HACLA owned or managed developments/properties

3rd Priority (P3): Participants of the HUD Youth Build Program

4th Priority (P4): All other Section 3 eligible residents in the Los Angeles Metropolitan area.

PART 6: ADDITIONAL NOTES / GOOD FAITH EFFORTS / OBSTACLES ENCOUNTERED

By signing below, I hereby certify and declare under penalty of perjury under the laws of the United States and the State of California that the above information, as well as all documentation provided in support thereof, are true and correct, and that I am authorized on behalf of the Company to make this certification.

Signature

Name

Title

Date