

CHICAGO HOUSING AUTHORITY (CHA)
Department of Procurement & Contracts Contract Compliance Division

**RFP/RFQ/Bidder/Proposers' MBE/WBE/DBE & Section 3
Contract Compliance Affidavit**

RFP/IFB/CONTRACT/PURCHASE ORDER NO: _____ **DATE FORM COMPLETED:** _____

PROJECT TITLE: _____

DEVELOPER NAME: _____

PRIME CONTRACTOR NAME(S): _____

ADDRESS: _____ **TELEPHONE: ()** _____

CONTACT NAME/TITLE: _____

E-MAIL ADDRESS: _____

Ethnicity: _____ **Gender:** _____

FEDERAL TAX IDENTIFICATION OR SOCIAL SECURITY NO. : _____

CONTRACT AMOUNT: \$ _____

As a respondent to CHA IFB/RFP/CONTRACT or PO NUMBER _____ do hereby affirm that I understand and fully support the policy and regulations set forth in the Amendment to Special Conditions MBE/WBE/DBE Utilization Plan, the Section 3 Policy (hereafter referred to as the Policies), and Davis-Bacon and Related Acts (when applicable).

Given that contracts awarded for work under this IFB/RFP/CONTRACT are subject to the future issuance of contracts whose amounts will constitute the actual dollar amount, I understand that my MBE/WBE/DBE Utilization (Schedules A and B) and Section 3 Utilization (Schedule C) Plans will be required to be submitted on each award to reflect actual contract amounts to the listed contractors.

Based upon the total amount of the award as constituted by all issued awards, I agree to fully comply with the minimum participation goals as outlined in the Policies and the following reporting requirements:

- Submit within five (5) business days of issuance of an award, copies of all resultant subcontractor agreements with approved certified M/W/DBE firms, and
- On a monthly basis an updated payment report must be entered for every subcontractor (M/W/DBE and non-minority subcontractors) into B2Gnow (CHA's electronic payment monitoring software for contractors and subcontractors)
- Submit weekly/bi-weekly payrolls for service contracts with the Schedule E- Hiring Report via LCPtracker (CHA's online payroll monitoring software)

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I further understand that any changes to my approved M/W/DBE and Section 3 Utilization Plans require the approval of the Department of Procurement & Contracts' Contract Compliance Division.

ACKNOWLEDGEMENT:

(Authorized Principal or Agent Signature)

Date

APPROVED:

(Contract Compliance Specialist)

Date