

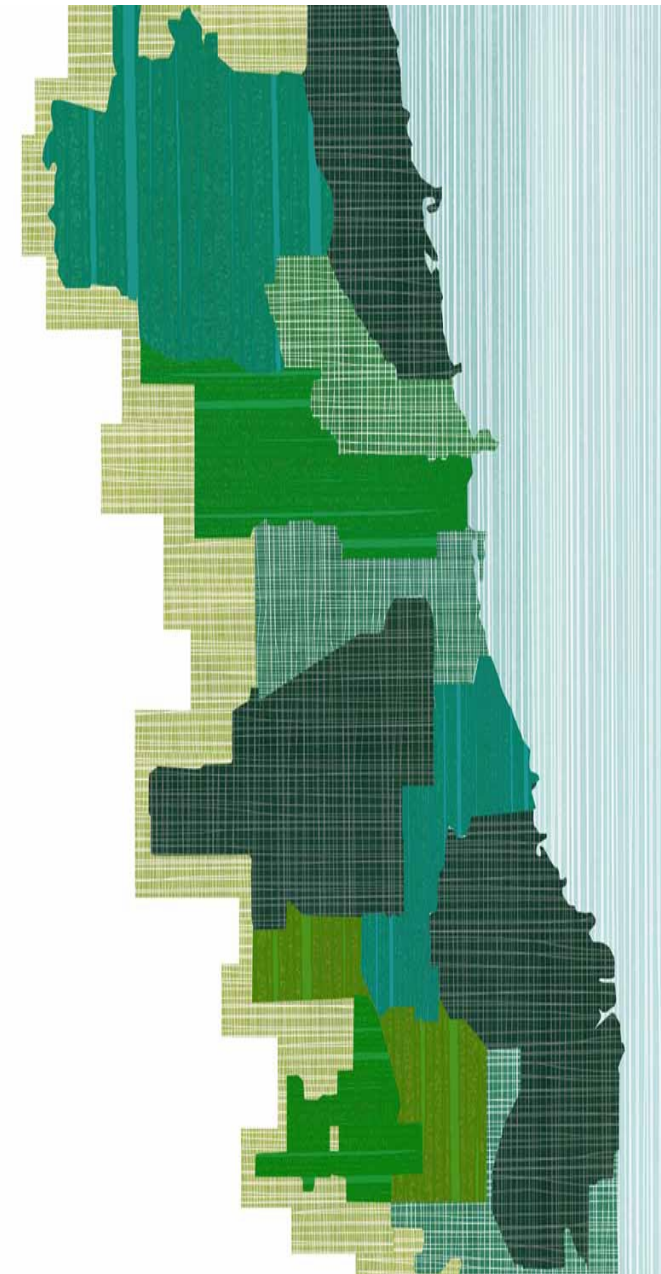


## **Department of Procurement and Contracts (DPC) Pre-Proposal Conference**

### **Request for Proposal (RFP) Learn and Earn Program (Event No. 3283)**

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MAY 28 , 2025



# Agenda

1. Joshua York, Contract Analyst: Mission & Values, Purpose, Scope of Services, Fee Form
2. David Martin, Senior Procurement Specialist : Key Dates, Proposal Requirements, and Submission Information
3. Brenda Maldonado, Senior Contract Compliance Specialist: Compliance Requirements
4. Kaeva Powell , Program Specialist, WORC Advisor: Workforce Opportunity Resource Center(WORC)
5. Questions and Answers



1. Please be sure to sign in with your company name, your name and contact information on the sign in sheet that can be found on the table.
2. Copies of this RFP are available on the [CHA Website](#) and the [CHA Supplier Portal](#)
  - Must be registered to download the RFP
3. A copy of this presentation will be posted on the [CHA Supplier Portal](#)



# Mission & Values



CHA's mission is to create and sustain strong communities where seniors thrive and everyone can unlock their economic power.

## **RESIDENT SERVICES MISSION**

Resident Services works to improve the quality of life of all residents and support those on a pathway towards economic power.

## **CHA VALUES**

- ✓ People first
- ✓ Public-private partnerships extend our impact
- ✓ We are stewards of the public trust
- ✓ Diversity makes us stronger
- ✓ We measure what we value

# Purpose

CHA requests proposals from qualified professional firms to provide services for the Youth Academic Support & Career Development (YAS&CD) program (also referred to as Learn & Earn).

- Mayor's One Summer Chicago initiative
- Six-week summer program, 30 hours per week
- Since 2020, an average of 605 participants enrolled each year
- Two main goals for the YAS&CD program:
  1. Mitigate learning loss that occurs over the summer months
  2. Introduce our young residents to a variety of career possibilities as they begin to explore options while they transition to high school and start preparing for college

# Scope of Services

## RECRUITMENT & ENROLLMENT

- Ages 13 – 15
- CHA Public Housing resident (mixed income and scattered sites included); Housing Choice Voucher participant
- Ensure interested youth initiate the registration process using the portal designated by CHA; maintain all enrollment documents (program & payroll)
- Identify Learning Sites to accommodate Participants; assign Participants to locations based on home address proximity; promote and facilitate orientation at Learning Sites

# Scope of Services

## ASSESSMENT, CURRICULUM & SUPPLIES

- Reading and math skills assessments before and after the program
- Purchase all materials and supplies; curriculum must be evidence-based and age appropriate
- Responsible for the cost of meals and snacks for Participants; must coordinate delivery
- Purchase and disseminate t-shirts for program Participants to be worn daily while participating at Learning Sites

# Scope of Services

## ASSESSMENT, CURRICULUM & SUPPLIES

- Implement enrichment sessions focused on career awareness, financial literacy, and other structured youth development activities
- Incorporate guest speakers and field trips to enhance enrichment
- Program sessions for Services occur Monday thru Friday, six (6) hours per day, thirty (30) hours per week for six (6) weeks during the summer
- Responsible for all costs associated with implementing a distance learning model, if prior written approval is provided by the CHA

# Scope of Services

## TRANSPORTATION & SAFETY

- Develop transportation plan based on Learning Site proximity
- Provide transportation to and from Learning Sites, as needed
- Maintain emergency contact information for each Participant
- Provide a safe environment for Participants; develop and ensure adherence to disciplinary and safety procedures
- Ensure adequate staff coverage (bus rides, breaks, location transitions, etc.)



# Scope of Services

## STIPENDS & INCENTIVES

- Vendor is responsible for processing stipend payments
- Maximum stipend allowed is \$600.00 per Participant
- Monitor attendance and ensure participation is maximized
- Plan and execute an end-of-program ceremony for Participants

# Scope of Services

## REPORTING

- Maintain updated Participant roster in CHA's system of record
  - At least five days prior to start of service delivery
  - Weekly during the program
  - Final Participant data entered within one week of program completion
- Weekly Participant attendance record submission
- Ensure staff & Participant satisfaction surveys are completed at program end
- Comply with progress report requests from CHA and City of Chicago

# Scope of Services

## STAFF

- Maintain minimum teaching staff to Participant ratio of 1:10 for classrooms and 1:5 for field trips
- At least one CPR certified staff person at each Learning Site
- Background checks and vetting required for all staff/partners
- Responsible for ensuring staff/partner training, mandatory reporting requirements, etc.
- A certified teacher must be available to support staff during curriculum selection and classroom activity planning

# Fee Form

- Completed Fee Proposal Form is required
- Cost Reimbursement
- Two-year base term; three one-year option terms
- Anticipated contract start date February 2026
- Ensure annual budget for stipend amounts are included on the fee form
- Include service delivery for 600 Participants
- The Fee Proposal Form is to be submitted as a Microsoft Excel spreadsheet and as a signed PDF document

# Key Dates

- Question Due Date: **Tuesday, June 3, 2025, at 10:00 AM CST**
  - Letter of Intent to submit a proposal (See-Attachment B)  
Due Date: **Tuesday, June 3, 2025, at 10:00 AM CST**
  - Proposals Due\*: **Wednesday, June 18, 2025, at 1:00 PM CST**
- \*Late proposals will be rejected without being read**
- Oral Presentation: **TBD/2025-TBD**

## Submittal Requirements (RFP Pages 13-20)

- All proposals must be in accordance with Article V– Submittal Requirements\*

**\*Non-compliance with Article V requirements may deem a proposal non-responsive**

- Respondents must submit/upload their response online at: [CHA Supplier Portal](#)
- **Manual submissions will not be accepted**



# Request For Proposal - Letter of Intent

Letter of Intent: Please complete and upload Letter of Intent in the CHA Supplier Portal by **Tuesday June 3, 2025 by 10:00 AM (CT)** if your firm intends to submit a proposal.

## Important:

Once uploaded you **do not** have to hit submit. You may keep your submission in “draft” until you are ready to submit your complete and final proposal.

RFP Event 3283 (2025) Learn and Earn Program	Resident Services
<b>ATTACHMENT B</b>	
LETTER OF INTENT TO SUBMIT A PROPOSAL REQUEST FOR PROPOSALS (RFP) EVENT # 3283 Youth Academic Support and Career Development (Learn & Earn Program) Office of Resident Services	
I, _____, the undersigned being a duly authorized official of _____ hereby acknowledges receipt of the above referenced RFP offering and certify the intent of this firm to submit a Proposal in response to the Request.	
*****	
PLEASE EXECUTE AND SUBMIT THIS FORM THE SUPPLIER PORTAL AT <a href="https://supplier.thecha.org">HTTPS://SUPPLIER.THECHA.ORG</a> . NO LATER THAN Tuesday, June 3, 2025 BY 10:00 AM, CST.	
*****	
FIRM'S NAME: _____	
ADDRESS: _____	
CITY: _____ STATE: _____ ZIPCODE: _____	
TELEPHONE: _____ WEBSITE: _____	
PRINCIPAL CONTACT: _____ TITLE: _____	
SIGNATURE: _____ DATE: _____	
DIRECT PHONE: _____ EMAIL: _____	
32	Chicago Housing Authority

# Required Forms - Vendor Submission Checklist (Attachment C)

- Notice the Vendor Submission Checklist to the right of this slide: Please be sure you include all items in your proposal – if applicable.
- If forms are not included with the RFP, please download from the CHA Website. [www.thecha.org](http://www.thecha.org) : Home Page ➡ Doing Business ➡ Documents and Forms
- Proposals not containing all the submittal requirements may be deemed non-responsive. **Each form must be individually uploaded & identified.**

The **Financial Information** required for this RFP are:

- Accountant's Report
  - Balance Sheet (last 2 years)
  - Income Statement (last 2 years)
  - Cash Flow Statement (last 2 years)
  - Financial Statement Footnotes (if applicable)
- For proposals or contracts awards valued at less than \$500,000, the Respondent must provide the IRS Tax transcript.
  - For proposals or contracts awards valued at less than \$1,000,000, the Respondent must provide compiled financial statements.
  - For proposals or contracts awards valued at less than \$2,500,000, the Respondent must provide reviewed financial statements.
  - For proposals or contracts awards valued in excess of \$2,500,000, the Respondent must provide audited financial statements.



## VENDOR SUBMISSION CHECKLIST (RFP)

INITIAL NEXT TO EACH DOCUMENT BEFORE SUBMITTING

SOLICITATION NAME: Youth Academic Support & Career Dev. (Learn & Earn)	
RFP EVENT NO.: 3283	
INITIAL	RFP SUBMISSION REQUIREMENTS
	Electronic Format
	Cover letter
	Executive Summary
	Letter of Intent to Submit Proposal (Attachment B)
	Qualifications & Experience
	Approach /Work Plan
	Work History with CHA and other Local Public Agencies
	Past Performance (min of 3, max of 5)
	References (3 current) (Attachment E)
	Organization Structure & Key Personnel
	Fee Proposal Form (Attachment A)
	Proposed Performance Goals & Objectives (Attachment G)
	Insurance Requirements
	Joint Venture Agreement
	Liens, Suits, & Judgements
	Audit Findings & Other Compliance Reports/Evaluations
	Debarment Statement
	Economic Disclosure Statement & Affidavit*
	Financial Information (Accountant's Report, Balance Sheet, Income Statement, Cash Flow Statement Footnotes (if applicable))
	Vendor Submission Checklist
	Contractor's Affidavit*
	EEOC Certificate*
	Contract Compliance Certification*
	Utilization Plan (UP) M/W/DBE and Section 3 Businesses (Attachment F)
	Letter of Intent -M/W/DBE and Section 3 Subs*
	Waiver Request – M/W/DBE Participation Commitments (if applicable)
	Statement of Bidder's Qualification*
	HUD: General Conditions for Construction Contracts – Public Housing Programs (Form HUD-5370-C); When applicable*
	Addendum (s)
INITIAL	MISCELLANEOUS DOCUMENTS/CORRESPONDENCE

\* These documents are exhibits to this RFP and can be found at [www.thecha.org/doing-business](http://www.thecha.org/doing-business)

VENDOR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE OF RECEIPT: \_\_\_\_\_ DATE: \_\_\_\_\_

[For CHA Only]

# Evaluation Criteria (RFP pages 22-25)

- Technical/ Compliance/ Proposed Fees: 100 Points
  - Approach and Work Plan (60 points)
  - Experience and Past Performance (15 points)
  - Organization Structure and Key Personnel (5 points)
  - Contract Requirements (10 points)
  - Proposed Fees (10 points)
- Oral Presentation (Optional): 30 Points
  - Vendors with an evaluation score that falls within the competitive range will be invited for oral presentations.





**CHA**

CHICAGO HOUSING  
AUTHORITY™

# Contract Requirements

## CHA is committed to:

Fostering constructive partnerships among CHA, prime contractors, and subcontractors. CHA strives to be fair, transparent, and practical to optimize the use of public funds through purchasing decisions.

- We achieve this by:
  - Contracting with and hiring MWD/BE and S3 Businesses
  - Upholding HUD's Section 3 rule
  - Facilitating business relationships between vendors and contractors

# Contract Requirements

In accordance with the Chicago Housing Authority **contract requirements**, the following are required:

## M/W/DBE utilization requirement is:

Type of Contract	Contract Amount	MBE/WBE/DBE Participation	Section 3 Business Subcontracting (>\$250,000)	Section 3 Labor Hours (25% of which 5% is through CHA resident hires)***
Construction	\$50,001+	30%	10%	25%
Supply & Delivery	\$50,001+	20%	3%*	N/A
Professional Services	\$50,001+	20%	3%**	25%

\*Or indirect    \*\*excludes direct support service providers    \*\*\* Required regardless of contract amount

## Section 3 Supplemental Business subcontractor participation requirement is:

- 10% of Construction and 3% of professional services >\$250k and 3% of supply and delivery >\$2M are required to contract with a section 3 business.
- Contractor's providing services directly to CHA residents (i.e., services for the benefit of CHA youth, employment opportunities, and self-sufficiency programs) are exempt from CHA's Supplemental Section 3 Business Participation Requirements.

# Contract Requirements- Section 3

The CHA will require vendors to document all labor hours using the B2GNow or LCP Tracker platform.

HUD requires CHA's compliance under the new Section 3 rule:

- ✓ 25% or more of the total labor hours worked are completed by **Section 3 Workers**
- ✓ 5% or more of the total labor hours worked are completed by **Targeted Section 3 Workers** (this 5% is part of the overall 25% requirement)

*Further regulation details can be found at the provided link:  
[https://www.hud.gov/program\\_offices/field\\_policy\\_mgt/section3](https://www.hud.gov/program_offices/field_policy_mgt/section3)*



# Required Documents

Documents needed to capture compliance with CHA's contract requirements are:

- **Contract Compliance Certification**
- **Utilization Plan (UP)**
- **Letter of Intent**
- **Waiver Request-M/W/DBE (if applicable)**

The image displays three overlapping forms from the Chicago Housing Authority (CHA). The top form is the 'Waiver Request: M/W/DBE PART' (Schedule C - Letter of Intent), which includes fields for contract details, business information, and a section for 'M/W/DBE Certification Status'. The middle form is the 'Letter of Intent' (Schedule C - Letter of Intent), which includes fields for contract details, business information, and a section for 'M/W/DBE Certification Status'. The bottom form is the 'Diversity Goals Utilization Plan' (Schedule C - Letter of Intent), which includes a table for 'M/W/DBE Utilization Plan' and a section for 'M/W/DBE Certification Status'.

*\*Each requires a signature from the Authorized Principal of the firm.*

# Required Document - Contract Compliance Certification

The *Contract Compliance Certification* is completed by the Prime Contractor. This form certifies that the Prime Contractor adheres to meeting the M/W/DBE and Section 3 Contract requirements under CHA's policy as well as HUD's Section 3 Rule 24.CFR.Part 75.

CHICAGO HOUSING AUTHORITY (CHA) Department of Procurement & Contracts Contract Compliance Division	
RFP/RFQ/Bidder/Proposers' M/W/DBE & Section 3 Contract Compliance Certification	
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: _____	
M/W/DBE? (Please specify): _____ Certifying Agency: _____	
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 M/W/DBE Utilization Plan and the Section 3 Rule 24 CFR Part 75, (hereafter referred to as the Policies), as well as 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 M/W/DBE Utilization (Schedules A and C) and the Section 3 Utilization Form. 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:	
<ul style="list-style-type: none"><li>• Submit within five (5) business days of issuance of an award, copies of all resultant subcontractor agreements with approved certified M/W/DBE firms</li><li>• On a <u>monthly</u> basis an updated payment report and labor hours must be entered for every subcontractor (M/W/DBE and non-minority subcontractors) into B2Gnow (CHA's electronic payment monitoring and labor hour software for contractors and subcontractors)</li><li>• Submit weekly payroll information and labor hours for construction contracts with the LCPTTracker (CHA's online payroll and labor hour software)</li></ul>	
1 Revised 08.04.2021	

CHICAGO HOUSING AUTHORITY (CHA) Department of Procurement & Contracts Contract Compliance Division	
RFP/RFQ/Bidder/Proposers' M/W/DBE & Section 3 Contract Compliance Certification	
M/W/DBE and Section 3 Utilization Plans require the approval of the Compliance Division.	
Make sure that its subcontractor(s) is/are in compliance with the Policies and the Section 3 Rule 24 CFR Part 75, (hereafter referred to as the Policies), as well as Davis-Bacon and Related Acts (when applicable).	
I hereby certify that the contents of the forgoing certification are true and correct, and I agree to make this certification.	
2 Revised 08.04.2021	



# Required Document - Letter of Intent

The *Letter of Intent* is completed by the M/W/DBE and/or the Section 3 Business Concern.

The CHA does not certify M/W/DBE businesses but will accept certifications from the following agencies or reciprocal agencies: City of Chicago, Cook County, Pace, Metra, Chicago Transit Authority, State of Illinois Central Management Services, Small Business Administration, WBENC and the National Minority Supplier Development Council and affiliates.

CHICAGO HOUSING AUTHORITY (CHA) DEPARTMENT OF PROCUREMENT & CONTRACTS CONTRACT COMPLIANCE DIVISION	
<div>LETTER OF INTENT M/W/DBE AND/OR SECTION 3 BUSINESS CONCERN SUBCONTRACTORS, SUPPLIERS, CONSULTANTS (TO BE COMPLETED BY SUBCONTRACTOR AND/OR SELF-PERFORMING PRIME CONTRACTOR)</div>	<div>CHICAGO HOUSING AUTHORITY (CHA) DEPARTMENT OF PROCUREMENT &amp; CONTRACTS CONTRACT COMPLIANCE DIVISION</div>
M/W/DBE <u>or</u> SECTION 3 BUSINESS CONCERN NAME: _____	SECTION 3 BUSINESS CONCERN SUBCONTRACTORS, SUPPLIERS, CONSULTANTS (AND/OR SELF-PERFORMING PRIME CONTRACTOR)
M/W/DBE Certification Status: MBE    WBE    DBE    Section 3 Business Concern: YES    NO	Reference above-referenced contract: _____
NOTE: Section 3 Business Concerns must show evidence of certification with the CHA Section 3 Resource Center, prior to contract award. If yes, Section 3 Business Concern:	Requests related to the Prime?    Yes    NO
At least 51 percent owned and controlled by low- or very low-income persons	Contractor that needs to remove or substitute a subcontractor on its removal or substitution of the subcontractor concerned. Only when removal or substitution of the subcontractor be done by the prime or unilaterally remove or substitute a subcontractor on its CHA/HUD
The business is at least 51 percent owned and controlled by current public housing residents or who currently live in Section 8-assisted housing.	
Over 75 percent of the labor hours performed for the business over the prior three- month period are performed by Section 3 workers.	
FEIN: _____ ETHNICITY: _____ GENDER: _____	<b>AFFIDAVIT</b>
BUSINESS ADDRESS: _____	With the Prime Contractor listed above within five (5) days after awarding Authority.
CONTACT NAME/TITLE: _____	Perjury that the contents of the foregoing document are true and correct and that the contractor to make this affidavit.
E-MAIL ADDRESS: _____ IFB/RFP/CONTRACT OR PO #: _____	
PROJECT TITLE: _____ DATE FORM COMPLETED: _____	
PRIME CONTRACTOR: _____ (NAME) _____ (TELEPHONE NUMBER)	
NOTE: M/W/DBE contractors must attach a Letter of Certification from one of the certifying agencies listed on the Schedule A - M/W/DBE Utilization Plan. Subcontractors cannot also be an employee of the Prime Contractor.	(DATE) _____
1. Will the Subcontractor contract any of the work to be performed on this contract to another firm? Yes    No	_____ ON THIS _____ DAY
If yes, explain below (Include dollar amount and percentage that will be subcontracted to other firms): _____ _____	ED (NAME) _____ the foregoing affidavit, and did state that he or she was _____ to execute the affidavit and did so as his
Revised 12.2022	(SEAL): _____
Page 1 of 2	Page 2 of 2



# Required Document - M/W/DBE Waiver Request

If a Prime Contractor cannot meet the required *M/W/DBE* participation requirements in whole or part, they may submit an *M/W/DBE* waiver request for consideration.

**\*The waiver submission option is only applicable to M/W/DBE utilization goal requirement and NOT for Section 3 contracting goals.**

CHICAGO HOUSING AUTHORITY (CHA) Department of Procurement & Contracts Contract Compliance Division WAIVER REQUEST: M/W/DBE PARTICIPATION COMMITMENTS	
IFB/RFP/CONTRACT or PURCHASE ORDER NO. TITLE: _____	
BIDDER/PROPOSER: _____	
ADDRESS _____ Street _____ City _____ State _____ Zip _____	
CONTACT PERSON: _____	TITLE: _____
TELEPHONE #: ( ) _____	FAX #: ( ) _____
FEIN: _____	ETHNICITY: _____ GENDER: _____
CONTRACT AMOUNT: \$ _____	
Please select whether this is a Full or Partial Waiver Request: Full M/W/DBE Waiver <input type="checkbox"/> Partial M/W/DBE Waiver <input type="checkbox"/>	
PLEASE STATE REASON FOR WAIVER REQUEST: <small>(Please note: This must be a detailed account of why you are unable to meet the requirements of the contract. Any incomplete or inconclusive requests will be returned to the vendor. If more room is needed than what is provided below, please attach a clearly printed document to this waiver request.)</small>	
WHAT PERCENT OF SERVICES WILL BE PERFORMED BY BIDDER/PROPOSER? _____%	
IF LESS THAN 100%, WHAT SERVICES WILL BE PERFORMED BY SOMEONE OTHER THAN BIDDER/PROPOSER?	
DOLLAR VALUE: \$ _____ CONTRACT TERM: _____	
Page 1 of 2 Waiver Request: M/W/DBE Participation Commitments Revised 12.2022	

CHICAGO HOUSING AUTHORITY (CHA) Department of Procurement & Contracts Contract Compliance Division WAIVER REQUEST: M/W/DBE PARTICIPATION COMMITMENTS
penalty of perjury that the contents of the foregoing document are half of the Bidder/Proposer to make this affidavit. DATE: _____
COUNTY OF _____ _____ 20____
_____ to me and execute the foregoing affidavit, and did state that he (Company) _____ for her free act and deed.
(SEAL)
CHICAGO HOUSING AUTHORITY USE ONLY
REVIEW: Compliance Manager DATE: _____
Page 2 of 2 Waiver Request: M/W/DBE Participation Commitments Revised 12.2022

# The Workforce Opportunity Resource Center (WORC)

# Assistance for Contractors



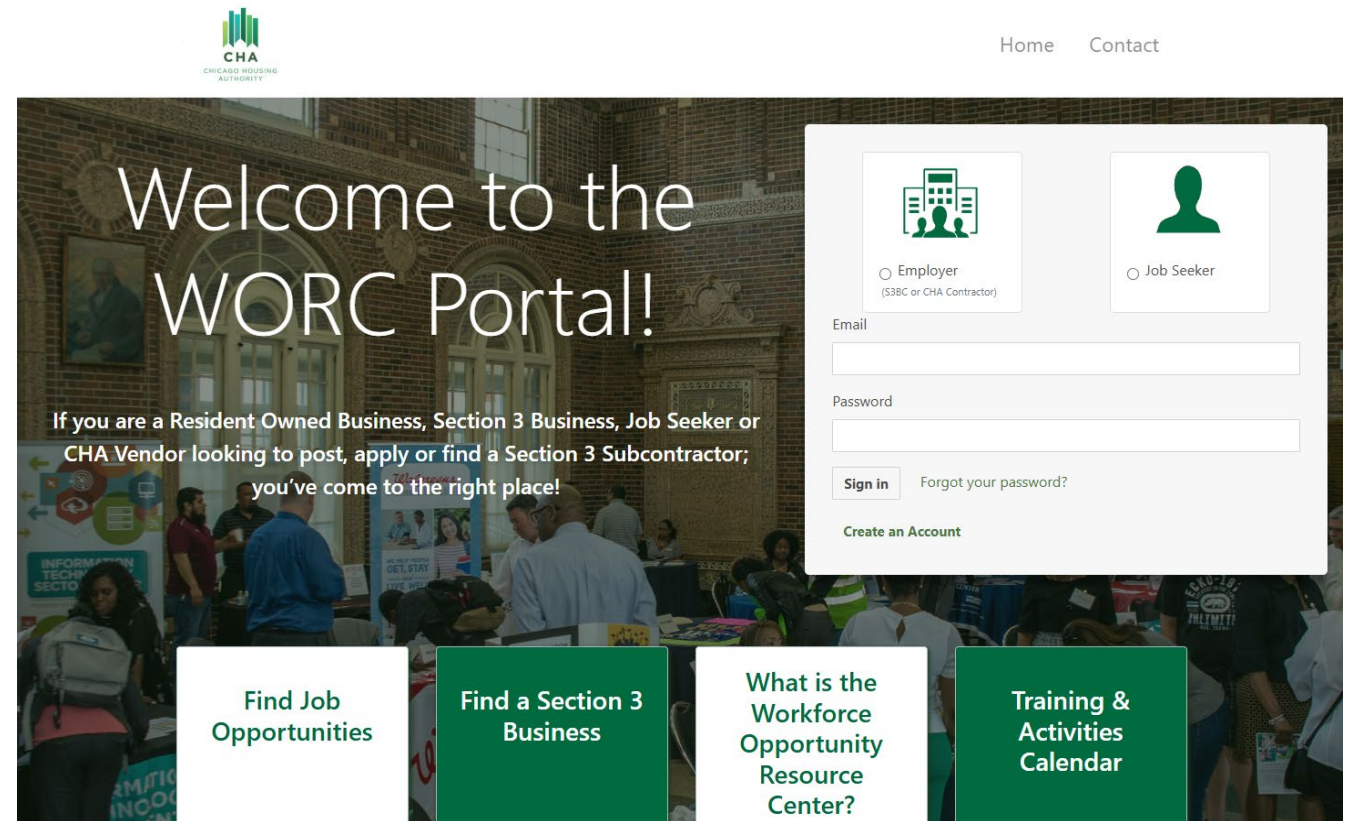
The Workforce Opportunity Resource Center (WORC) provides technical assistance to CHA contractors by:

- Assistance with posting open positions
- Hiring Section 3 individuals
- Finding Section 3 businesses for subcontracting

# Section 3 Hiring

The Workforce Opportunity Resource Center (WORC) supports contractors in their hiring efforts by:

- Assisting with posting open positions in the WORC Hiring Portal



# Section 3 Hiring

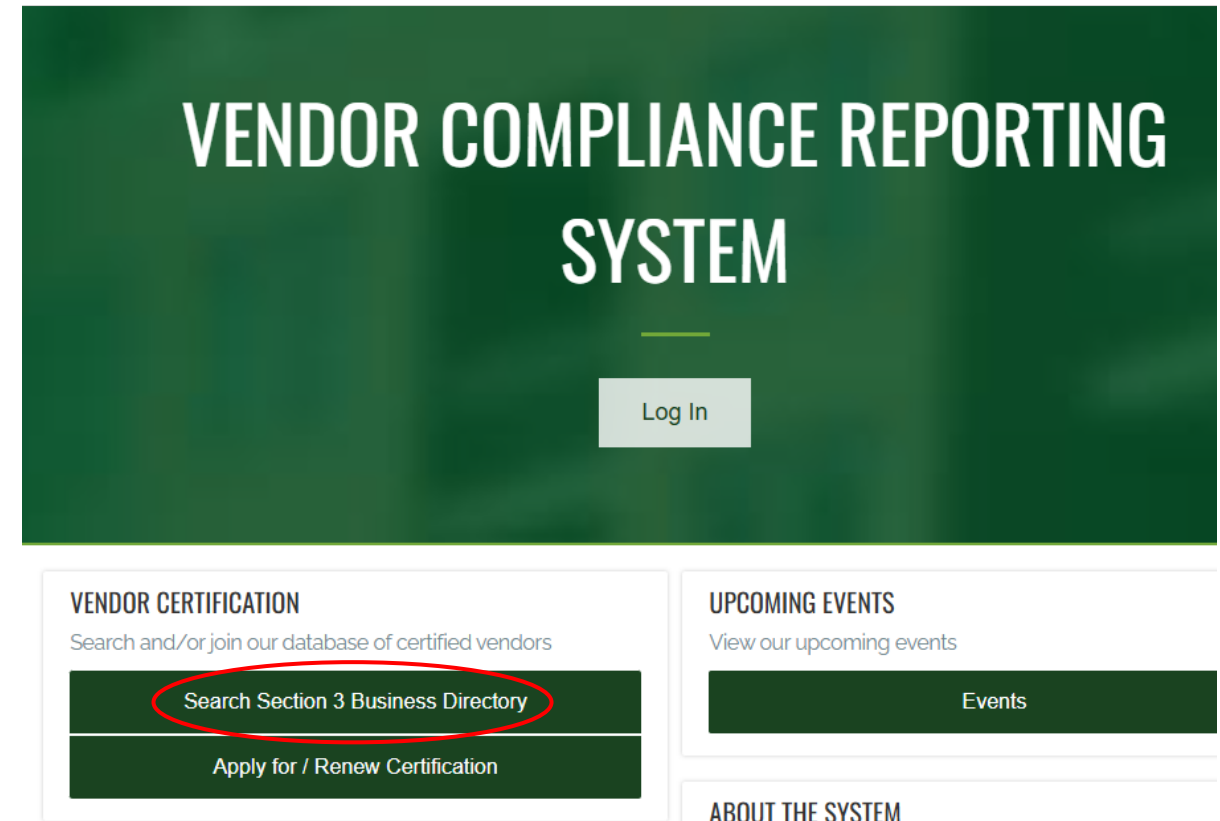
The Workforce Opportunity Resource Center (WORC) also supports contractors by:

- Engaging workforce contractors to create awareness with Targeted Section 3 Workers
- Providing technical assistance to contractors with specialty hiring needs

# Finding Section 3 Subcontractors

The Section 3 Business Directory can be found at: [cha.diversitycompliance.com](https://cha.diversitycompliance.com)

Clicking "Search Section 3 Business Directory" allows contractors to search by business name, business description and download the entire directory.



# Finding Section 3 Subcontractors

Enter either a Business Name or a Business Description, then scroll to the bottom of the screen to complete the search.

## Chicago Housing Authority Section 3 Business Directory

Search our directory of self-certified Section 3 Businesses by entering search criteria and clicking Search. You must select at least one certification type. You can also search by a variety of other fields which are listed below.

Search results may be downloaded to Excel, by clicking the "Download Results to Excel" button after your search results are displayed. To download the full Certification Directory do not enter search criteria, scroll to the bottom of the page and click the "Download Entire Directory to Excel" button.

Search by Certification Type	
CERTIFICATIONS	<input checked="" type="checkbox"/> HUD Section 3 (Section 3)

Search by Business Name or DBA	
BUSINESS NAME/DBA	<input type="text" value="Vendor Name"/> <small>Tip: Try just a few letters of the firm's name.</small>

Search by Business Description	
BUSINESS DESCRIPTION	<input type="text" value="Landscaping"/> <small>Tip: Try just a few letters of a keyword.</small>

# Finding Section 3 Subcontractors

The Search Results will display all vendors with active Section 3 certifications, that fit the search parameters.

**Search Parameters**

Edit Parameters

Clear Parameters

CERTIFICATIONS

HUD Section 3 (Section 3)

**BUSINESS DESCRIPTION**

landscaping

Download Search Results

**Search Results**

21 firms with 21 certifications found  
Click the certification type for contact information and certification details

Vendor	Location	Certification
3 brothers landscaping & snow services llc	Chicago, IL	<a href="#">Section 3</a>
A & L ENVIRONMENTAL LLC	Chicago, IL	<a href="#">Section 3</a>
A & M General Contractors, Inc.	Chicago, IL	<a href="#">Section 3</a>
A Plus Contractors	Chicago, IL	<a href="#">Section 3</a>
A&E CONSTRUCTION-CLEANING INC.	Chicago, IL	<a href="#">Section 3</a>
Arthington Ventures, LLC.	Chicago, IL	<a href="#">Section 3</a>
ASPIRE CONCEPTS LLC - LAWN CARE AND SNOW REMOVAL	Chicago, IL	<a href="#">Section 3</a>
AVD DEVELOPMENT GROUP LLC	Chicago, IL	<a href="#">Section 3</a>

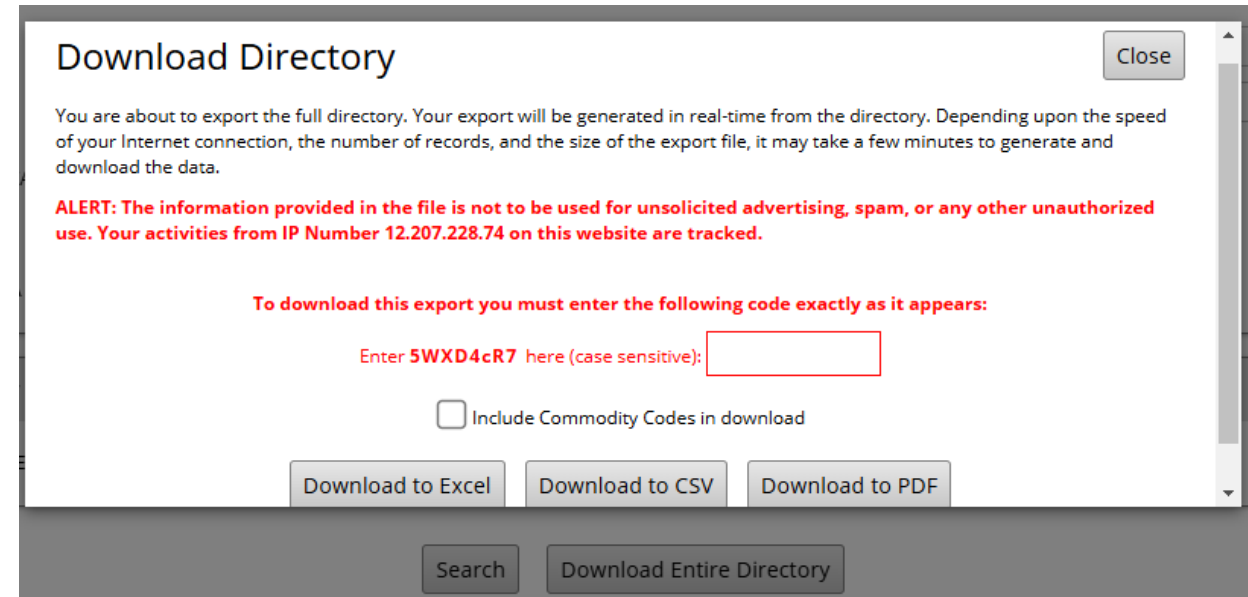




# Finding Section 3 Subcontractors

To download the entire Section 3 Business Directory:

- Click "Search Section 3 Business Directory"
- Scroll the bottom of the window
- Follow the prompts to get to the "Download Entire Directory" button
- Click the button, enter the code and choose a download option



The screenshot shows a 'Download Directory' dialog box with a 'Close' button in the top right corner. The main text states: 'You are about to export the full directory. Your export will be generated in real-time from the directory. Depending upon the speed of your Internet connection, the number of records, and the size of the export file, it may take a few minutes to generate and download the data.' Below this is a red alert message: 'ALERT: The information provided in the file is not to be used for unsolicited advertising, spam, or any other unauthorized use. Your activities from IP Number 12.207.228.74 on this website are tracked.' A red instruction follows: 'To download this export you must enter the following code exactly as it appears:'. Below this is a text input field with the placeholder text 'Enter 5WXD4cR7 here (case sensitive):'. Underneath the input field is a checkbox labeled 'Include Commodity Codes in download'. At the bottom of the dialog are three buttons: 'Download to Excel', 'Download to CSV', and 'Download to PDF'. Below the dialog box, in the footer area, are two buttons: 'Search' and 'Download Entire Directory'.



For more information visit:



4859 S Wabash Ave. Chicago, IL 60615

Phone: 773-342-WORC (9672)

Email: [worc@thecha.org](mailto:worc@thecha.org)

[www.thecha.org/hire-cha-residents](http://www.thecha.org/hire-cha-residents)

# Timeline

- Question Due Date: **Tuesday June 3, 2025, at 10:00 AM CST**
- Letter of Intent to submit a proposal (Attachment B)

Due: **Tuesday June 3, 2025, at 10:00 AM CST**

- Proposals Due: **Wednesday June 18, 2025, at 1:00 PM CST**
- Oral Presentation : **TBD/2025 at TBD**

**Late Proposals Will Not Be Accepted**

# Supplier Portal

- Log in to the Supplier Portal. <https://supplier.thecha.org>
- Submit all questions via the Supplier Portal before the posted deadline.
- Limit file names to 50 characters.
- Edit Proposals as often as necessary but Responses must be submitted before the posted deadline. Please do not wait until deadline to submit to avoid any technical issues etc.
- For issues with the Portal, contact **David Martin at [DPMartin@thecha.org](mailto:DPMartin@thecha.org)**.

# Questions/Answers

## OPEN TO ATTENDEES