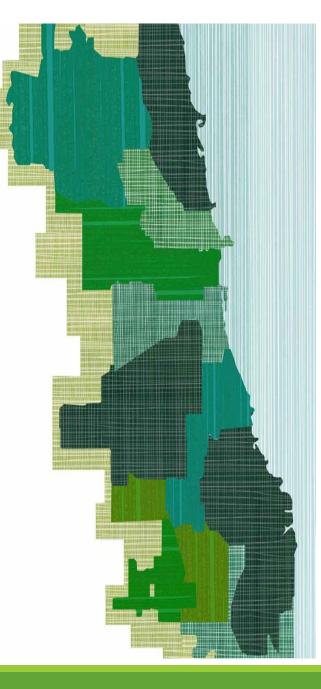


Department of Procurement and Contracts (DPC) Pre-Bid Conference

Invitation for Bid (IFB) Cisco Smartnet (Event No. 3280)

MAY 8, 2025



Note: This presentation is a reference and is not a replacement for the comprehensive RFP

Meeting Housekeeping & Reminders

- 1. Copies of this IFB are available on the CHA Website and the CHA Supplier Portal
- 2. Must registered to CHA Supplier Portal to download IFB
- 3. A copy of this presentation and solicitation updates will be posted on the <u>CHA Supplier</u> <u>Portal</u> and the CHA website.
- 4. If you have any questions during the presentation, please write them down. We will address them during the Q&A session at the end.
- 5. Any questions that cannot be answered today will be addressed in an addendum.
- 6. All communication pertaining to the bidding process for Event #3280 must be issued via the <u>CHA Supplier Portal</u>

For assistance with the CHA Supplier Portal, please contact Procurement Specialist, Robert Thompson at rthompson@thecha.org



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Agenda



- 1. Jin Tam, Manager, Infrastructure (Information Technology Services) Resources: Project Background, Scope of Service
- 2. Robert Thompson, Procurement Specialist: Proposal Requirements, Key Dates, and Submission Information
- 3. Diamond Jones, Contract Compliance Specialist: Compliance Requirements
- 4. Kaeva Powell, Program Specialist: Workforce Opportunity Resource Center (WORC)



- 1. If you signed in as a guest, please put the company name and your name in the chat box
- 2. Copies of this IFB are available through the <u>CHA Supplier Portal</u>
 - Must be registered to download the IFB
- 3. A copy of this presentation will be posted on the <u>CHA Supplier Portal</u>

Project Background/Purpose



GENERAL SCOPE

The Chicago Housing Authority's Information Technology Services Communications seeks qualified firm(s) to provide Cisco software renewals, maintenance, and support, as well as maintenance and support for potential new hardware purchases. The contract term shall be for a five (5) year base term. Exhibit A, attached to this Invitation for Bids (IFB), lists the itemization of the required software and support, and includes a section for potential new hardware.

Cisco is the worldwide technology leader in network equipment and collaboration services. CHA utilizes many of Cisco's products and services to carry out it's mission of creating and sustaining strong communities and vision of providing quality affordable housing. Cisco routers, switches, and wireless access points are used to provide network connectivity at its headquarters and 200+ family and senior sites. This enables the use of voice, video, and data across CHA properties for services such as access to Yardi (property and resident information), phones, and monitoring 7000+ security cameras. CHA also uses Cisco Unified Communications Manager and Contact Center Express for voice telephony and Housing Choice Voucher, Helpdesk, and Emergency Services contact center. The scope of this contract is to provide continued support of existing and new products and services listed in this IFB.

Project Background/Purpose



GENERAL SCOPE cont.

Bidders are required to submit pricing for a five (5) year multi-year renewal of <u>all</u> Cisco software subscriptions and hardware listed in Exhibit A. This pricing must include comprehensive maintenance and support services as detailed in Exhibit A and should provide the flexibility to add or remove licenses and modify support levels as needed during the contract term. Any such adjustments must be reflected in the annual cost accordingly.

For any new hardware purchased under this contract, Bidders must also include pricing for five (5) years of maintenance and support. This pricing should be itemized and clearly presented in the bid response.

Bidders must also provide unit pricing for secondary market Cisco hardware items listed in Exhibit A. The CHA reserves the right to purchase any quantity up to the listed amounts based on operational needs and budget availability. Additionally, Bidders must include five (5) years of maintenance and support pricing for each secondary market hardware item as a separate line item in their bid submission.

Project Background/Purpose



GENERAL SCOPE cont.

This IFB is structured into the following categories, with the specific items detailed in Exhibit A:

- Contract # 206259113 Software Subscription Renewals, Maintenance, and Support (Multi-Year Option)
- Contract # 205702643 Software Subscription Renewals (Multi-Year Option)
- Contract # -999 Software Subscription Renewals (Multi-Year Option)
- Secondary Market on Hardware (including maintenance and support)

Please note: Pricing for <u>all</u> categories is required. Partial bids will not be accepted.

Key Dates



- Question Due Date: 05/12/2025 at 2:00 PM CST
- Proposals Due*: 05/21/2025 at 2:00 PM CST

*Late proposals will be rejected without being read

Submittal Requirements (IFB Pages 4-10, 12-14)

- All proposals must be in accordance with Submittal Requirements*
- Forms not included in the IFB may be downloaded on the CHA website

*Non-compliance with submittal requirements may deem a proposal non-responsive

- Respondents must submit/upload their response online at: CHA Supplier Portal
- Manual submissions will not be accepted

Submittal Requirements, cont.

- Financial Information (Compiled)
 - 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 contract awards valued at less than \$1,000,000 the Respondent must provide compiled financial statements.
- For proposals or contract awards valued at less than \$2,500,000.00, the Respondent must provide reviewed financial statements.
- For proposals or contract awards valued in excess of \$2,500,000.00, the Respondent must provide audited financial statements.
- Manual submissions will not be accepted



VENDOR SUBMISSION CHECKLIST (IFB)

INITIAL NEXT TO EACH DOCUMENT BEFORE SUBMITTING

SOLICITA	ATION NAME: BAS UPGRADE FOR 9 BUILDINGS
	NT NO.: 3154
	IFB SUBMISSION REQUIREMENTS
	Electronic Format
	CHA Ethics Policy
	Summary of Contractor's Qualifications (Bidder Profile)
	Bidder Acknowledges Receipt of Addenda
	Technical Specifications and Drawings
	Licenses where applicable
	Invitation for Bid
	Performance and Payment Bond/ Bid Bond
	Previous Participation Certificate" (Form HUD-2530)
	• • • •
	Fee Proposal Form
	Certificate of Liability Insurance
	Joint Venture Agreement
	Liens, Suits, & Judgements
	Audit Findings & Other Compliance Reports/Evaluations
	Debarment Statement
	Financial Information (Accountant's Report, Balance Sheet, Income Statement, Cash Flow
	Statement Footnotes (if applicable))
	M/W/DBE Compliance Plan
	Section 3 Compliance Efforts
INITIAL	REQUIRED DOCUMENTS
	HUD: General Conditions for Construction Contracts – Public Housing Programs (Form
	HUD-5370); When applicable
	Subcontractor Information Submittal Form
	Bid Execution and Acceptance – Signed
	Contractor's Affidavit
	Schedule A – M/W/DBE Utilization Plan
	Schedule B – Section 3 Utilization Plan
	Schedule C – M/W/DBE & Section 3 Subcontractors, Suppliers, Consultants
	Waiver Request – M/W/DBE Participation Commitments (if applicable)
	HUD Form 5369-C Certifications & Representations of Offerors – Non-Construction
	Contracts
	Equal Employment Opportunity Compliance Certificate
	Contract compliance affidavit
	Economic Disclosure Statement
INITIAL	MISCELLANEOUS DOCUMENTS/CORRESPONDENCE
	Waiver request

CHICAGO HOUSIN





Contract Requirements

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.

CHA is committed to:

- 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 utilizati	on requiremer	nt 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 **exc	ludes direct supp	ort service provide	rs *** Required regar	dless 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



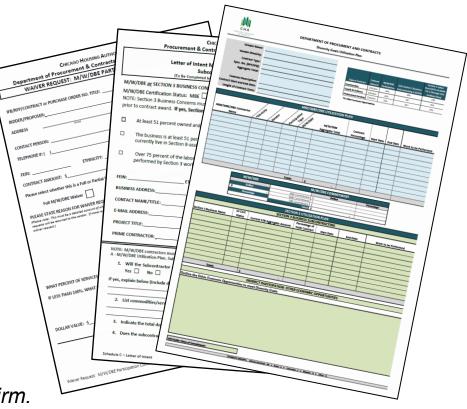


Required Documents

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)

*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.

Department of Procurement & C RFP/RFQ/Bidder/Prop	ING AUTHORITY (CHA) Contracts Contract Compliance Division rosers' M/W/DBE & Section 3 pliance Certification	NG AUTHORITY (CHA) Intracts Contract Compliance Division sers' M/W/DBE & Section 3 liance Certification
RFP/IFB/CONTRACT/PURCHASE ORDER NO:		 V/DBE and Section 3 Utilization Plans require the approval of pliance Division.
PROJECT TITLE: DEVELOPER NAME:		- ake sure that its subcontractor(s) is/are in compliance with on compliance requirements.
PRIME CONTRACTOR NAME(S):	TELEPHONE:	ry that the contents of the forgoing certification are true and
CONTACT NAME/TITLE:		-
E-MAIL ADDRESS:		
	Certifying Agency:	
EDERAL TAX IDENTIFICATION OR SOCIAL SECURITY NO.:		
CONTRACT AMOUNT: \$		
support the policy and regulations set forth in the Amend	ERdo hereby affirm that I understand and fui Iment to Special Conditions M/W/DBE Utilization Plan and the the Policies), as well as Davis-Bacon and Related Acts (whe	ie i
whose amounts will constitute the actual dollar amount, I	FP/CONTRACT are subject to the future issuance of contrac understand that my M/W/DBE Utilization (Schedules A and be submitted on each award to reflect actual contract amoun	E)
Based upon the total amount of the award as constituted participation goals as outlined in the Policies and the follow	by all issued awards, I agree to fully comply with the minimu wing reporting requirements:	m
approved certified M/W/DBE firms • On a <u>monthly</u> basis an updated payment repor (M/W/DBE and non-minority subcontractors) into software for contractors and subcontractors)	an award, copies of all resultant subcontractor agreements wi t and labor hours must be entered for every subcontract B2Gnow (CHA's electronic payment monitoring and labor ho s for construction contracts with the LCPTracker (CHA's onli	or Ir
Revised 08.04.2021	1	
	Revised 08.04.2021	2

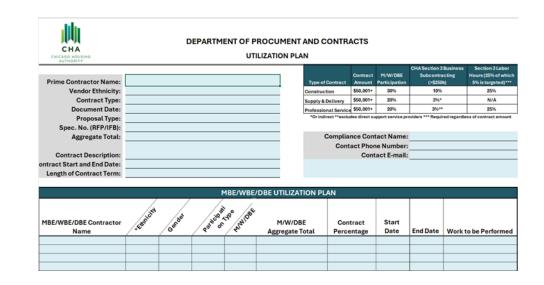


Required Document - Utilization Plan

To ensure the validity of the work, the Prime Contractor must complete the *Utilization Plan*, listing the M/W/DBE and Section 3 firms they will contract work with, along with other pertinent contract information.

The Prime Contractors are required to **subcontract 30% of the total contract value for** <u>construction contracts</u> and **20% of the total contract value for** <u>professional contracts</u> that total over \$50,001 to an M/W/DBE certified business.

S3 Cert Status	SECTION 3 B Current S3B Aggregate Amount	USINESS SUBCC Percentage of Total Contract	Start Date	End Date	Work to be Performed
	s	Total Contract			Work to be Performed
	s				Work to be Performed
Opportu	INDIRECT PARTICIPATIC	N: OTHER ECOP			
Opportu	INDIRECT PARTICIPATIC	N: OTHER ECOP			
Opportu	INDIRECT PARTICIPATIC	DN: OTHER ECOP			
Opportu	INDIRECT PARTICIPATIC	DN: OTHER ECOP			
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Opportu	INDIRECT PARTICIPATIC	ON: OTHER ECON		UNITIES	
Opportu	INDIRECT PARTICIPATIC	DN: OTHER ECON		UNITIES	
Opportu	INDIRECT PARTICIPATIC	DN: OTHER ECON			
Opportu	INDIRECT PARTICIPATIC	N: OTHER ECON			
Opportu		ON: OTHER ECON	OMIC OPPORT		
Opportu					
	, ,				
					Diversity Goals Utilization Pla



The Prime Contractors are required to **subcontract 10% of the total contract value for** <u>construction contracts</u> and **3% of the total contract value for** <u>professional contracts</u> that total over \$250,000 to Section 3 Business Concerns.

A Prime Contractor who has demonstrated its attempts, to the maximum extent feasible, to meet its CHA Section 3 contracting goals may satisfy Section 3 obligations by proposing Mentorship Program Participation, and/or Other Results-Oriented Economic Opportunities as alternative means to achieving Section 3 goals.



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 AUT Department of Procurement & Contracts		
Letter of Intent M/W/DBE and/or S Subcontractors, Supplier	s, Consultants	ING AUTHORITY (CHA) ONTRACTS CONTRACT COMPLIANCE DIVISION
(To Be Completed by Subcontractor and/or Se	LE-PERFORMING PRIME CONTRACTOR)	and/or Section 3 Business Concern
M/W/DBE or Section 3 Business concern NAME:		, SUPPLIERS, CONSULTANTS and/or Self-Performing Prime Contractor)
M/W/DBE Certification Status: MBE WBE DBE	Section 3 Business Concern: YES NO	
NOTE: Section 3 Business Concerns must show evidence of certifica contract award. If yes, Section 3 Business Concern:	tion with the CHA Section 3 Resource Center, prior to	e above-referenced contract:
At least 51 percent owned and controlled by low-or very lo	w-income persons	
The business is at least 51 percent owned and controlled by in Section 8-assisted housing.	current public housing residents or who currently live	rests related to the Prime? Yes NO
Over 75 percent of the labor hours performed for the busin by Section 3 workers.	ess over the prior three- month period are performed	potractor that needs to remove or substitute a subcontractor on its he removal or substitution of the subcontractor concerned. Only when a removal or substitution of the subcontractor be done by the prime or unilaterally remove or substitute a subcontractor on its CHA/HUD
FEIN: ETHNICITY:	GENDER:	or unliaterally remove or substitute a subcontractor of its chapters
BUSINESS ADDRESS:		
CONTACT NAME/TITLE:		<u>\VIT</u> ith the Prime Contractor listed above within five (5) days after
E-MAIL ADDRESS:	IFB/RFP/CONTRACT OR PO #:	pusing Authority.
PROJECT TITLE:	DATE FORM COMPLETED:	erjury that the contents of the forgoing document are true and ontractor to make this affidavit.
PRIME CONTRACTOR:(NAME)	(TELEPHONE NUMBER)	
(accurd)	(itel none nometh)	
NOTE: M/W/DBE contractors must attach a Letter of Certification fro A - M/W/DBE Utilization Plan. Subcontractors cannot also be an emp		(DATE)
 Will the Subcontractor contract any of the work to be per Yes No 	formed on this contract to another firm?	ON THIS DAY
If yes, explain below (Include dollar amount and percent firms): 	tage that will be subcontracted to other	ED (NAME)
Page 1 of 2 Revised 12.2022		(SEAL):
	Revised 12.2022	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.

Department of Procurement & Contracts Co		7	
WAIVER REQUEST: M/W/DBE PARTICIP	ATION COMMITMENTS	HOUSING AUTHORITY (CHA)	
		nt & Contracts Contract Co	mpliance Division
IFB/RFP/CONTRACT or PURCHASE ORDER NO. TITLE:		W/DBE PARTICIPATION CO	OMMITMENTS
BIDDER/PROPOSER:		penalty of perjury that the content half of the Bidder/Proposer to make	
ADDRESS Street	City State Zip		
CONTACT PERSON:	TITLE:		DATE:
TELEPHONE #: () FAX #: ()			
FEIN: ETHNICITY:	GENDER:	_ COUNTY OF	
CONTRACT AMOUNT: \$		20	
Please select whether this is a Full or Partial Waiver Request:		id execute the foregoing affidavit, an	to me
	_	d execute the foregoing affidavit, an Company)	d did state that he
Full M/W/DBE Waiver Partial	M/W/DBE Waiver	r her free act and deed.	
PLEASE STATE REASON FOR WAIVER REQUEST: (Please note: This must be a detailed account of why you are unable to meet the require requests will be returned to the vendor. If more room is needed than what is provided be waiver request.)		(SEAL)	
		CAGO HOUSING AUTHORITY U	SE ONLY
		REVIEW:	
WHAT PERCENT OF SERVICES WILL BE PERFORMED BY BIDDER/PROP	POSER?%		
IF LESS THAN 100%, WHAT SERVICES WILL BE PERFORMED BY SOME	ONE OTHER THAN BIDDER/PROPOSER?	Compliance	Manager
		DATE:	
DOLLAR VALUE: \$ CONTRACT TERM:			
		_	
Page 1 of 2			



Compliance Goals – M/W/DBE & Section 3 Business Concern Contracting



In accordance with the Chicago Housing Authority **M/W/DBE policy**, minority, women, and disadvantaged businesses the following requirement is:

Type of Contract	Contract Amount	MBE/WBE/DBE Participation
Service and Supply & Delivery	\$25,000 +	20%

Section 3 Business subcontractor utilization requirement is:

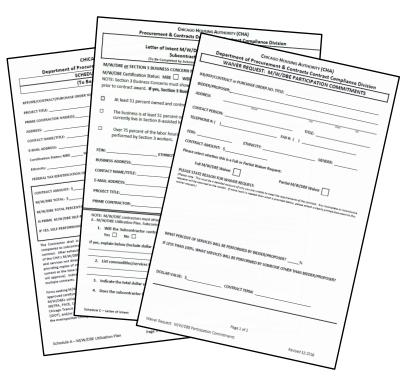
Type of Contract		Section 3 Business Concern Participation
Professional Services	\$200,000 +	3%

Compliance Documents

Documents needed to capture compliance are as follows:

- Schedule A M/W/DBE Utilization Plan
- Schedule C Letter of Intent
- Contract Compliance Certification
- Waiver Request-M/W/DBE (if applicable)

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





Compliance Document – Schedule A



In order to ensure the validity of the work, the Prime Contractor must fill out a *Schedule A (M/W/DBE Utilization Plan)*, listing the M/W/DBE firms they will contract work out to, along with other pertinent contract information.

CHICAGO HOUSING AUT		AFFIDAVIT OF PRIME CONTRACTOR
Department of Procurement and Contract:		To the best of my knowledge, information and belief, the facts and representations contained in this Schedule A are true and no material facts have been omitted.
SCHEDULE A – M/W/DBE UT	ILIZATION PLAN	
(To Be Completed by PRIM		The undersigned will enter into agreements with the above listed companies for work as indicated on this Schedule A within five (5) days after receipt of a signed contract executed by the Chicago Housing Authority. Copies of agreements including but not limited to
RFP/IFB/CONTRACT/PURCHASE ORDER NO:	DIRECT PARTICIPATION	joint ventures, subcontracts supplier agreements, purchase orders referencing the SPEC., RFP, or Purchase Order Number shall be forwarded to the Procurement & Contracts Department, Contract Compliance Section, 60 East Van Buren, 8thFloor, Chicago, IL 60605.
PROJECT TITLE:	A. COMPANY NAME:	I do solemnly declare and affirm under the penalty of perjury that the contents of the forgoing document are true and correct, and that I am authorized on behalf of the Prime Contractor to make this affidavit.
PRIME CONTRACTOR NAME(S):	ADDRESS:	NAME OF PRIME CONTRACTOR (Print or Type)
ADDRESS:	CONTACT PERSON: TELEPHO	HONE:() AUTHORIZED OFFICER
CONTACT NAME/TITLE:	E-MAIL ADDRESS:	
E-MAIL ADDRESS:		Contract Value: Name Signature Date
Certification Status: MBE WBE DBE Certified By: _	AMENDED M/W/DBE DOLLAR VALUE: % of Total Co	Contract Value: NAME OF NOTARY (Print or Type)
Ethnicity: Ge	NOTE: Amended Dollar Value only used when changes are made and ap	
FEDERAL TAX IDENTIFICATION OR SOCIAL SECURITY NO. :	Hore. Amenada bonar valad only used when changes are made and ap	OF ON THIS DAY
CONTRACT AMOUNT: \$	WORK TO BE PERFORMED/MATERIALS SUPPLIED:	20 BEFORE ME APPEARED (NAME) TO ME PERSONALLY
M/W/DBE TOTAL: \$		KNOWN WHO, BEING DULY SWORN, DID EXECUTE THE FOREGOING AFFIDAVIT, AND DID STATE THAT HE OR SHE WAS PROPERLY
M/W/DBE TOTAL PERCENTAGE:%	Anticipated Performance Timeframe (When will the contractor be onsite perform	AUTHORIZED BY (NAME OF COMPANY) TO EXECUTE THIS AFFIDAVIT AND DID
IS PRIME M/W/DBE SELF-PERFORMER? YesNO		SO AS HIS OR HER FREE ACT AND DEED. NOTARY PUBLIC
IF YES, SELF-PERFORMANCE AMOUNT: \$%%%		

Compliance Document – Schedule C



The Schedule C (Letter of Intent) is completed by

the M/W/DBE and/or the Section 3 Business

Concern. If a Prime is an M/W/DBE and/or Section

3 Business Concern and they are self-performing, they must submit a Schedule C.

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, and Small Business Administration.

Procurement & Contracts Depart SCHE Letter of Intent M/W/DBE and Subcontractors, Su	s AUTHORITY (CHA) ment Contract Compliance Division DULE C 3/or Section 3 Business Concern pipliers, Consultants Ajor Self-Performing Prime Contractor)	sing Authority (СНА) artment Contract Compliance Division HEDULE C and/or Section 3 Business Concern
prior to contract award. If yes, Section 3 Business Concol At least 51 percent owned and controlled by low The business is at least 51 percent owned and co currently live in Section 8-assisted housing.	E Section 3 Business Concern: Yes NO Solution of certification with the CHA Section 3 Resource Center, ern	Suppliers, Consultants or and/or Self-Performing Prime Contractor) medit to read-the substitute substitute or nits approved utilization plan must concerned. Only when DPC Compliance approves such a request in writing on the r. Under no droumtance should a prime contractor unliketenily remove or substitute a Compliance.
FEIN:	IFB/RFP/CONTRACT OR PO #: DATE FORM COMPLETED: (TELPHONE NUMBER) ON from one of the certifying agencies listed on the Schedule	AVIT h the Prime Contractor listed above within five (5) days after using Authority. rjury that the contents of the forgoing document are true abcontractor to make this affidavit.
Will the Subcontractor contract any of the work to Yes No I If yes, explain below (Include dollar amount and percentage	be performed on this contract to another firm? that will be subcontracted to other firms):	(DATE)
	related to the Prime? Yes NO	ON THIS DAY OF to me personally known who, state that he or she was properly authorized by to execute the affidavit and did so as his or her free act and deed. (SEAL):
Schedule C – Letter of Intent	Revised 08.04.2021 Schedule C – Letter of Intent	Page 2 of 2 Revised 08.04.2021

Compliance Goals – Section 3 Labor Hours

The CHA will require vendors to document all labor hours using the B2GNow platform

The Benchmarks for **Section 3 Labor Hours is 25%,** which means 25% of all Labor Hours on a project are Section 3 Labor Hours.

The Benchmarks for **Targeted Section 3 Labor Hours is 5%,** which means 5% of all Labor Hours on a project are Targeted Section 3 Labor Hours.

Further regulation details can be found at the provided link: https://www.hud.gov/program_offices/field_policy_mgt/section3





Compliance Goal – Section 3 OEO



OTHER ECONOMIC OPPORTUNITIES (OEO)

If a Prime Contractor cannot meet the required Section 3 Business Concern contracting requirement in whole or part, they may propose Other Economic Opportunities (OEO) directed towards section 3 residents and businesses for consideration. Other Economic Opportunities could include



If the other forms of Other Economic Opportunities are not feasible, the Prime Contractor may propose a contribution to the Workforce and Education Fund to be submitted upfront.

Compliance 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 Compliance requirements under CHA's policy as well as HUD's Section 3 Rule 24.CFR.Part 75 which addresses labor hours.

	SING AUTHORITY (CHA) Contracts Contract Compliance Division	NG AUTHORITY (CHA) ntracts Contract Compliance Division
	posers' M/W/DBE & Section 3	and det compliance prosion
Contract Con	pliance Certification	sers' M/W/DBE & Section 3
		liance Certification
RFP/IFB/CONTRACT/PURCHASE ORDER NO:		V/DBE and Section 3 Utilization Plans require the approval of pliance Division.
PROJECT TITLE:		
DEVELOPER NAME:		ake sure that its subcontractor(s) is/are in compliance with on compliance requirements.
PRIME CONTRACTOR NAME(S):		ry that the contents of the forgoing certification are true and
ADDRESS:	TELEPHONE:	itractor to make this certification.
CONTACT NAME/TITLE:		
E-MAIL ADDRESS:		
M/W/DBE? (Please specify):	Certifying Agency:	
Ethnicity:	Gender:	e
FEDERAL TAX IDENTIFICATION OR SOCIAL SECURITY NO	:	
CONTRACT AMOUNT: \$		
support the policy and regulations set forth in the Amer	do hereby affirm that I understand and fully dment to Special Conditions M/W/DBE Utilization Plan and the s the Policies), as well as Davis-Bacon and Related Acts (when	
whose amounts will constitute the actual dollar amount,	RFP/CONTRACT are subject to the future issuance of contracts I understand that my M/W/DBE Utilization (Schedules A and C) o be submitted on each award to reflect actual contract amounts	
Based upon the total amount of the award as constitute participation goals as outlined in the Policies and the follo	by all issued awards, I agree to fully comply with the minimum owing reporting requirements:	
approved certified M/W/DBE firms On a monthly basis an updated payment report (M/W/DBE and non-minority subcontractors) int software for contractors and subcontractors)	an award, copies of all resultant subcontractor agreements with rt and labor hours must be entered for every subcontractor o B2Gnow (CHA's electronic payment monitoring and labor hour ırs for construction contracts with the LCPTracker (CHA's online	
Revised 08.04.2021	1	
	Revised 08.04.2021	2

Compliance Documents – 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.

CHICAGO HOUSING AUTHORITY (CHA)			
Department of Procurement & Contracts Contract Compli WAIVER REQUEST: M/W/DBE PARTICIPATION COMM	ITMENTS		атү (CHA) ontract Compliance Division
	QU		PATION COMMITMENTS
/RFP/CONTRACT or PURCHASE ORDER NO. TITLE:		under the penalty of periup, the	at the contents of the forgoing document are
DER/PROPOSER:		rized on behalf of the Bidder/Prop	
DRESS Greet City	state Zip ncipal	l or Agent	DATE:
TACT PERSON: TITLE:	pe):_		
EPHONE #: () FAX #: ()			
		COUNTY OF	
I: ETHNICITY: GEND	ER: DAY (DF20	
TRACT AMOUNT: \$	ME)		to me
se select whether this is a Full or Partial Waiver Request:	ng du	ly sworn, did execute the foregoin y (Name of Company)	
Full M/W/DBE Waiver Partial M/W/DBE Waiver		so as his or her free act and deed	
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The Workforce Opportunity Resource Center (WORC)

SECTION 3



5/9/2025



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

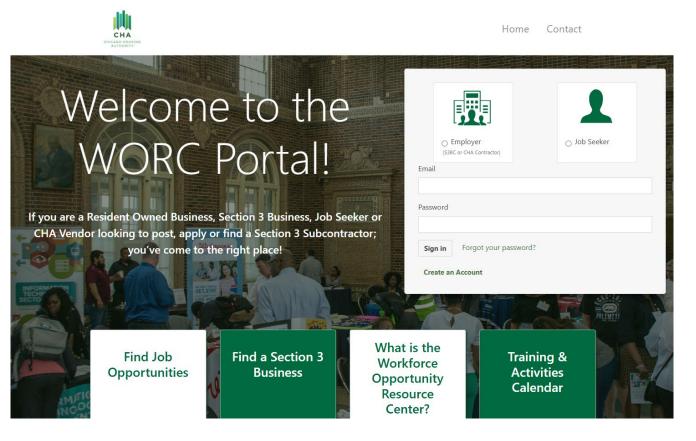


Section 3 Hiring



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

 Assisting with posting open positions in the <u>WORC Hiring</u> <u>Portal</u>





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





The Section 3 Business Directory can be found at: <u>cha.diversitycompliance.com</u>

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





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.

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

Search by Certification Type			
CERTIFICATIONS	HUD Section 3 (Section 3)		
Search by Business Name or DBA			
BUSINESS NAME/DBA	Vendor Name Tip: Try just a few letters of the firm's name.		
Search by Business Description			
BUSINESS DESCRIPTION	Landscaping Tip: Try just a few letters of a keyword.		



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



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	Section 3	
A & L ENVIRONMENTAL LLC	Chicago, IL	Section 3	
A & M General Contractors, Inc.	Chicago, IL	Section 3	
A Plus Contractors	Chicago, IL	Section 3	
A&E CONSTRUCTION-CLEANING INC.	Chicago, IL	Section 3	
Arthington Ventures, LLC.	Chicago, IL	Section 3	
ASPIRE CONCEPTS LLC - LAWN CARE AND SNOW REMOVAL	Chicago, IL	Section 3	
AVD DEVELOPMENT GROUP LLC	Chicago, IL	Section 3	



- 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

Download Directory					
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.					
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.					
To download this export you must enter the following code exactly as it appears:					
Enter 5WXD4cR7 here (case sensitive):					
Include Commodity Codes in download					
Download to Excel Download to CSV D	Download to PDF				
Search Download Entire Dire	ectory				





For more information visit:

WORKFORCE OPPORTUNITY RESOURCE CENTER

4859 S Wabash Ave. Chicago, IL 60615 Phone: 773-342-WORC (9672) Email: worc@thecha.org www.thecha.org/hire-cha-residents

Key Dates



- Question Due Date: 05/12/2025 at 2:00 PM CST
 - Proposals Due: 05/21/2025 at 2:00 PM CST

Late Proposals Will Not Be Accepted

Supplier Portal Reminders



- Log in to the Supplier Portal. https://supplier.thecha.org
- Submit all questions via the Supplier Portal before the posted deadline

All solicitation communication such as project questions, submitting your bid, uploading documents, etc. must be completed via supplier portal.

- Edit Bids as often as necessary but Responses must be submitted before the posted deadline
- Limit file names to 50 characters
- All solicitation forms, documents and submissions should be uploaded individually, and the file name should reflect the document contents (i.e.: bidder financials should be a stand-alone file, and the file name should include Financials)
- For issues with the Portal, contact Robert Thompson at rthompson@thecha.org





OPEN TO ATTENDEES