



Texas General Land Office

Community Development Block Grant (CDBG) Disaster Recovery Program

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TITLE 24--HOUSING AND URBAN DEVELOPMENT
CHAPTER I--OFFICE OF ASSISTANT SECRETARY FOR EQUAL OPPORTUNITY,
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
PART 135--ECONOMIC OPPORTUNITIES FOR LOW- and VERY LOW-INCOME
PERSONS

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II. Examples of Efforts to Award Contracts to Section 3 Business Concerns

[Items appearing in Bold are options that can be done with minimal effort and/or expense.]

- (1) In determining the responsibility of potential contractors, consider their record of section 3 compliance as evidenced by past actions and their current plans for the pending contract.
- (2) Contacting business assistance agencies, minority contractors associations and community organizations to inform them of contracting opportunities and requesting their assistance in identifying section 3 businesses which may solicit bids or proposals for contracts for work in connection with section 3 covered assistance.
- (3) Advertising contracting opportunities by posting notices, which provide general information about the work to be contracted and where to obtain additional information, in the common areas or other prominent areas of the housing development or developments in low-income areas.
- (4) For Housing Authorities (HA), contacting resident councils, resident management corporations, or other resident organizations (where they exist) and requesting their assistance in identifying category 1 and category 2 business concerns.
- (5) Providing written notice to all known section 3 business concerns of the contracting opportunities. This notice should be in sufficient time to allow the section 3 business concerns to respond to the bid invitations or request for proposals.
- (6) Following up with section 3 business concerns that have expressed interest in the contracting opportunities by contacting them to provide additional information on the contracting opportunities.
- (7) Coordinating pre-bid meetings at which section 3 business concerns could be informed of upcoming contracting and subcontracting opportunities.
- (8) Carrying out workshops on contracting procedures and specific contract opportunities in a timely manner so that section 3 business concerns can take advantage of upcoming contracting opportunities, with such information being made available in languages other than English where appropriate.
- (9) Advising section 3 business concerns as to where they may seek assistance to overcome limitations such as inability to obtain bonding, lines of credit, financing, or insurance.
- (10) Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways to facilitate the participation of section 3 business concerns.
- (11) Where appropriate, breaking out contract work items into economically feasible units to facilitate participation by section 3 business concerns.
- (12) Contacting agencies administering HUD Youthbuild programs, and notifying these agencies of the contracting opportunities.

(13) Advertising the contracting opportunities through trade association papers and newsletters, and through the local media, such as community television networks, newspapers of general circulation, and radio advertising.

(14) Developing a list of eligible section 3 business concerns.

(15) For HAs, participating in the "Contracting with Resident-Owned Businesses" program provided under 24 CFR part 963.

(16) Establishing or sponsoring programs designed to assist residents of public or Indian housing in the creation and development of resident-owned businesses.

(17) Establishing numerical goals (number of awards and dollar amount of contracts) for award of contracts to section 3 business concerns.

(18) Supporting businesses which provide economic opportunities to low-income persons by linking them to the support services available through the Small Business Administration (SBA), the Department of Commerce and comparable agencies at the State and local levels.

(19) Encouraging financial institutions, in carrying out their responsibilities under the Community Reinvestment Act, to provide no or low-interest loans for providing working capital and other financial business needs.

(20) Actively supporting joint ventures with section 3 business concerns.

(21) Actively supporting the development or maintenance of business incubators which assist Section 3 business concern