

Section 3 Policy & Action Plan City of Waterbury

CERTIFICATION FOR BUSINESS CONCERNS SEEKING SECTION 3 PREFERENCE IN CONTRACTING AND DEMONSTRATION OF CAPABILITY

Name of Business _____

Address of Business _____

Phone _____

Email _____

Contact _____

Type of Business: Corporation Partnership
 Sole Proprietorship Joint Venture

Attached is the following documentation as evidence of status:

For a business claiming status as a Section 3 resident-owned enterprise:

- | | |
|--|---|
| <input type="checkbox"/> Copy of resident lease | <input type="checkbox"/> Copy of receipt of public assistance |
| <input type="checkbox"/> Copy of evidence of participation
in a public assistance program | <input type="checkbox"/> Other evidence |

For a business entity, as applicable:

- | | |
|---|---|
| <input type="checkbox"/> Copy of Articles of Incorporation | <input type="checkbox"/> Certificate of Good Standing |
| <input type="checkbox"/> Assumed Business Name Certificate | <input type="checkbox"/> Partnership Agreement |
| <input type="checkbox"/> List of owners/stockholders and
% ownership of each | <input type="checkbox"/> Corporation Annual Report |
| <input type="checkbox"/> Organization chart with names and titles
and brief function statement | <input type="checkbox"/> Latest Board minutes appointing officers |
| | <input type="checkbox"/> Additional documentation |

For a business claiming status as Section 3 by subcontracting twenty-five (25%) percent of the dollar awarded to qualified Section 3 Businesses:

- List of subcontracted Section 3 business(es) and subcontract amount

For a business claiming status as Section 3 by claiming at least 30 percent of their workforce are currently Section 3 residents or were Section 3 eligible residents within 3 years of date of first employment with the business:

- | | |
|--|--|
| <input type="checkbox"/> List of all current full-time employees | <input type="checkbox"/> List of employees claiming Section 3 status |
| <input type="checkbox"/> PHA/IHA Residential lease less than 3
years from day of employment | <input type="checkbox"/> Other evidence of Section 3 status less than 3
years from date of employment |

Evidence of ability to perform successfully under the terms and conditions of the proposed contract:

- Current financial statement
- Statement of ability to comply with public policy
- List of owned equipment
- List of all contracts for the past two years

Under penalty of perjury, I hereby declare that I have examined the information contained herein and accompanying documents and, to the best of my knowledge and belief, they are true, correct and complete.

Authorizing Name and Signature

(Corporate Seal)

Date _____

Attested by _____

THIS FORM, AND ALL ACCOMPANYING DOCUMENTATION, MUST BE FILED WITH THE PURCHASING DEPARTMENT OF THE CITY OF WATERBURY. ALL CERTIFIED SECTION 3 BUSINESSES SHALL RECEIVE NOTICE OF OPPORTUNITIES ARISING FROM SECTION 3 EXPENDITURES.