



COLUMBUS METROPOLITAN HOUSING AUTHORITY

Compliance Requirements Overview

The project's general contractor must confirm that contractors are compliant with all requirements before issuing payment.

BUSINESS PARTICIPATION REQUIREMENTS

- The minority business enterprise (MBE)/female business enterprise participation goal is 20 percent.
- A FBE is a women-owned business enterprise (WBE).
- A contractor must be certified as MBE or WBE by a CMHA approved certifying agency to receive project credit. Contractors will be required to provide evidence of certification.
- Best efforts must be made to award contracts and subcontracts to Section 3 businesses. A contractor must be certified as a Section 3 business by CMHA to receive project credit.
- The general contractor must perform and provide proof of exclusion records check for all contractors (working on the project site), regardless of business classification and tier-status, to confirm no exclusions exist. Proof/confirmation of no exclusion records is required. Visit Sam.gov to conduct an exclusion records check.
- Reports documenting performance toward meeting the MBE/FBE and Section 3 participation requirements must be submitted monthly.

SECTION 3 REQUIREMENTS

- Contractors are required to comply with Section 3 requirements dictated by 24 CFR Part 75 and the CMHA Section 3 Plan.
- The CMHA Section 3 Clause must be included in each contractor's contract agreement.
- Best efforts should be made to provide employment and training opportunities generated by the project to Section 3 workers.
- 25 percent or more of the total number of labor hours worked by all workers are worked by Section 3 workers.
- 5 percent or more of the total number of labor hours worked by all workers are worked by Targeted Section 3 workers.
- The Section 3 status of each worker should be documented via the completion of a Section 3 Worker Certification Form and provided with the submission of the first certified payroll on which a worker appears.
- Contractors are required to complete and submit the following Section 3 pre-construction documents: Section 3 Requirements | Understanding and Commitment Statement; Section 3 Workforce Commitment Statement.
- CMHA requires the reporting of new hires, Section 3 new hires, and CMHA resident new hires. Contractors will be required to provide a Core Employee List that documents the company's construction employees prior to commencing work on the project.
- Contractors are required to provide first consideration for new employment and training opportunities to Section 3 workers. Contractors should complete and submit an Available Job Opportunities form when new opportunities exist to receive support with identifying qualified and available Section 3 individuals.

LABOR STANDARDS REQUIREMENTS

- Contractors are required to comply with the Davis-Bacon Act and Davis-Bacon Related Acts.
- The general contractor is required to maintain a listing of all contractors that worked on the project site each day of the workweek. The daily listing of contractors must be submitted weekly.
- Contractors working on the project site are required to weekly submit certified payrolls to a web-based certified payroll compliance platform as instruction by CMHA.