

Prime Contractor Section 3 Plan
(Effective March 2022)

By signing below, _____, the Prime Contractor, agrees to implement the following specific affirmative actions directed at increasing the utilization of lower income residents and businesses within Spokane County and/or within 50 miles of the CDBG funded project area:

1. Advertise for and recruit low income sub-contractors who are registered in SAM.gov and have certified Section 3 Status.
2. Work with Spokane County Section 3 Coordinator to Comply with Section 3 requirements.
3. Maintain a list of all lower income area residents who have applied either on their own or on referral from any source, and then employ such persons, if otherwise eligible and if a vacancy exists.
4. Ensure and document that all appropriate project area business concerns are notified of pending sub contractual opportunities.
5. Insert this Section 3 Plan in agreements and contracts to require all bidders on subcontracts to agree to Section 3 regulations.
6. Provide information on how to register as a Section 3 Business or Section 3 worker when asked.
7. Maintain records to document compliance with this Section 3 Plan
8. List on Table A information related to subcontracts to be awarded.
9. List on Table B projected workforce needs for the project by occupation, trade, skill level and number of positions.

As officers and representatives of _____

We, the undersigned, have read and agree to this Section 3 Plan and will actively advertise and recruit low income businesses and workers when considering new hires:

Signature

Title

Date

Signature

Title

Date