

REQUEST FOR PROPOSALS (RFP) NO. P-24-07

Legal Services

ATTACHMENT I

**Minority Business and Section III
Participation Commitment Form**

Project Name: Legal Services

It is the policy of Alexandria Redevelopment and Housing Authority (“ARHA”) to encourage Minority and Section III participation in all contracts. To implement this policy, ARHA shall encourage Minority and Section III participation through subcontracting, or other methods in contracting. You must complete this form, indicating the percentage of this Contract that will be subcontracted to Minority and Section III Businesses and Section III Individuals.

Minority Participation:

For the purpose of this commitment, the term “Minority Business” means a business at least 50 percent of which is owned and controlled by minority group members or, in the case of a publicly-owned business, at least 51 percent of the stock of which is minority-owned, and the business is controlled by minority group members. For the purpose of the preceding sentence, “Minority Group Members” are citizens of the United States who are African-American, Hispanics, Asians, Pacific Islanders, and American Indians.

Please indicate the percentage of minority business participation for this project. This refers to the percentage of the total dollar value of the Contract that will be subcontracted to minority firms.

_____ percent *

To be considered a “minority business”, the business must be so certified by the Commonwealth of Virginia Department of Minority Business Enterprise, City of Alexandria, or a federal agency that certifies business as a minority business.

Section III Participation:

For the purpose of this commitment, the term “Section III” refers to Section III businesses and Section III individuals based on the definitions below:

Definitions:

Low Income Person as used above means a **resident of the City of Alexandria** at or below 80% of medium income as shown in the Income Table below

Economic Opportunities as used above means contracts with (a) businesses owned 51% or more by residents of the City of Alexandria at or below 80% of medium income or (b) businesses whose full-time employees are made up of at least 30% residents of the City of Alexandria at or below 80% of medium income. Such businesses are referred to as *Section III Business*.

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Income Table

This table shows 80% of median income for the City of Alexandria for the designated number of persons in a family.

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
\$54,150	\$61,900	\$69,650	\$77,350	\$83,550	\$89,750	\$95,950	\$102,150

To be considered a “Section III business or Section III individual”; the business must provide documentation supporting the income level of the employees and individuals.

Please indicate the percentage of Section III participation for this project. This refers to the percentage of the total dollar value of the Contract that will be available for Section III opportunities.

_____ percent *

*ARHA will consider Minority and Section III participation in awarding this Contract. ARHA reserves the right to approve or disapprove any subcontractor list or individual.

FAILURE TO COMPLETE THIS FORM MAY RESULT IN YOUR BID/OFFEROR BEING DECLARED NON-RESPONSIVE THUS ELIMINATING YOUR FIRM FROM CONSIDERATION FOR THIS PROJECT.

The undersigned hereby certifies that he or she has read the terms of this commitment form and is authorized to bind the prospective bidder/offeror to the commitment herein set forth.

Firm's Name
printed

Name of Authorized Officer –

Date

Name of Authorized Officer – signed