

RFP Addendum # 4

Request for Qualifications for Urban Planning/Architectural and Related Services
For Yesler Terrace Redevelopment Phases 3 and 4
(Solicitation # 4174)

Date of Addendum # 4: June 28, 2010

The Request for Qualifications (RFQ) for the above named project is amended as noted in this Addendum. This Addendum consists of 4 pages.

This Addendum is in response to a request for the forms needed to be certified by SHA as a Section 3 Business. These forms are attached hereto.

END OF ADDENDUM # 4

Application Forms

For Section 3 Business Certification Only

Any firm interested in becoming certified as Section 3 Business must complete the two forms behind this page* and return them in a sealed envelope to the attention of Don Tucker, Sr. Contract Administrator, before but no later than the deadline for submittals, to the address below:

Seattle Housing Authority
Attn: Don Tucker, Sr. Contract Administrator
PO Box 19028
Seattle, WA 98109-1028

* Forms attached:

- Application for Section 3 Business Certification
- Affidavit on Family Size and Income

ONLY USE THIS FORM IF YOU ARE APPLYING FOR SECTION 3 BUSINESS CERTIFICATION

**Seattle Housing Authority
APPLICATION FOR SECTION 3 BUSINESS CERTIFICATION**

I am applying to have the following business certified by the Seattle Housing Authority as a Section 3 business. I have completed the information below and attached, as indicated, a copy of the applicable documentation in support of my application.

Business Name:			
Business Address:	City	State:	Zip Code:
Name of Contact Person:	Contact Person Telephone No.:		
Washington State Master Business License No:	Washington State Contractor Registration License No:		

Businesses owned 51% or more by a Section 3 qualified person(s) must provide the following information

Type of Business with associated documentation:

- Sole Proprietorship
- Corporation Articles of Incorporation
- Partnership Partnership Agreement
- Joint Venture Joint Venture Agreement
- Other (please specify) _____

List the full name of all owner(s)	Section 3 person?	Percentage of ownership:
	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	

List the names of all individuals who possess the power to make the day-to-day, as well as major, decisions on matters of management, policy, and operations (management officials).

--

Attach copy of documents from column A or B for each Section 3 owner

Column A	Column B
<input type="checkbox"/> Current SHA resident lease, or <input type="checkbox"/> Current Section 8 voucher	<input type="checkbox"/> Proof of residency in the City of Seattle, and (e.g., current utility bill, vehicle registration) <input type="checkbox"/> Completed and signed Affidavit on family size and income

ONLY USE THIS FORM IF YOU ARE APPLYING FOR SECTION 3 BUSINESS CERTIFICATION

Affidavit on Family Size and Income

The undersigned does hereby declare, under penalty of perjury, that the information provided below is true and correct.

Family Size: There are a total of ____ members in my family. The total number of deductions claimed on my Federal income tax return form last year was _____.

Family Income: The total gross income for my family, from all sources, from all family members, and as reflected on my Federal income tax return for last year was \$ _____.

Privacy: I understand that the information provided in this Affidavit is necessary for the Seattle Housing Authority to determine whether my employer qualifies as a Section 3 business, and this information shall not be made available to any person for any other purpose.

Signature

Date Signed