

City of Tampa Addendum

ADDENDUM 1

DATE: January 15, 2026

Contract: 25-C-00020; Sherwood Heights Pumpstation Force Main Relocation

Bidders on the above referenced project are hereby notified that the following addendum is made to the Contract Documents. BIDS TO BE SUBMITTED SHALL CONFORM THIS NOTICE.

Item 1 – Bid date is hereby moved to February 3, 2026.

Item 2 – Attached is the “breakdown” of the SLBE goal calculation. 100% of material supplied counts toward the goal.

Item 3 – Revised in the Bid Notice; estimate is \$550,000

Item 4 - The pipe size is 8" and not 18"

Item 5 – Attached is a corrected Bid Notice Memo.

Item 6 – Replace page DMI-50 with the attached.

All other provisions of the Contract Documents and Specifications not in conflict with this Addendum shall remain in full force and effect. Questions are to be e-mailed to

[ContractAdministration@tampagov.net](mailto:ContractAdministration@tampagov.net) .

Jim Greiner, P.E., Contract Management Supervisor

**Sherwood Heights Pumpstation Force Main Relocation**  
**FY 25 Project 25-C-00020**  
**Equal Business Opportunity (EBO)**

Task #	Conclusive Goal Set Calculation								August 2025 - FY 25
	(Y) Project Estimated Amount:	Eligible/Final Subcontract Task	NIGP Codes for Subcontract Task	(X) Estimated Subcontract Task Value	(Z) Task Percentage of Total Contract	Availability of U-WMBEs	Availability of SLBEs	Availability of WMBEs only (Not U-WMBEs)	*Total Availability by Subcontract Task
1	<b>\$540,000</b>	Pipe Supply	65900	\$70,000	<b>12.96%</b>	<b>8</b>	<b>12</b>	<b>7</b>	<b>27</b>
2		Traffic control	96884	\$20,000	<b>3.70%</b>	<b>2</b>	<b>5</b>	<b>5</b>	<b>12</b>
3		Asphalt pavement	91395, 91396	\$22,500	<b>4.17%</b>	<b>9</b>	<b>12</b>	<b>5</b>	<b>26</b>
4		Video Taping	91584, 91509	\$2,000	<b>0.37%</b>	<b>3</b>	<b>6</b>	<b>5</b>	<b>14</b>
5		Landscaping	98852	\$1,000	<b>0.19%</b>	<b>25</b>	<b>50</b>	<b>18</b>	<b>93</b>
6		Project sign	96166	\$1,500	<b>0.28%</b>	<b>0</b>	<b>4</b>	<b>1</b>	<b>5</b>
7		Concrete	91430	\$15,000	<b>2.78%</b>	<b>10</b>	<b>21</b>	<b>13</b>	<b>44</b>
	<b>TOTALS †</b>	Eligible/Final Subcontract Task	NIGP Codes for Subcontract Task	<b>\$132,000</b>	<b>24.44%</b>	<b>57</b>	<b>110</b>	<b>54</b>	<b>221</b>
	Project Industry Category: CONSTRUCTION - Underutilized WMBE per MBD Form 70 is BBE								
	The prime contractor's work involves force main construction.								
	<u>Subcontracting opportunities</u> are identified in the areas of pipe supply, traffic control, pavement, video taping, landscaping, project sign, and concrete.								
Steps	<b>Goal Set Methodology &amp; Criteria</b>								
1	Projects estimated greater than \$50,000 are reviewed for Subcontracting Goals.								
1. a	User Department confirms Project Engineering Estimate:				<b>\$540,000</b>				

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2	Procuring department (Contract Administration/Purchasing Department) submits an Engineering Estimate Worksheet and Project Task Worksheet (PTW) delineating task scope and values.						
3	The tasks and values taken from the Engineering Estimate that have been grouped into compatible task categories are analyzed, and converted to subcontractable scopes of work, and are documented on the PTW. The PTW is source data used in identifying U-WMBE and/or SLBE opportunities.						
3. a	The Engineering Estimate are line items that account for all tasks, quantities, and costs associated with the project.						
3. b	Each line item task is analyzed and grouped into trade categories defining subcontractable scopes of work and are documented on the PTW.						
3. c	From the grouped subcontractable scopes of work, the PTW must indicate the scope expected to be performed by the prime. The procuring department must provide the rationale/justification to exempt any scope of work from a subcontract opportunity.						
3. d	All scopes of work not designated to be performed by the Prime Contractor are reviewed as subcontractable tasks that match the type and classification of U-WMBE and/or SLBEs available in the database. An availability pool is developed whereby a requisite number of three (3) firms are available in the identified subcontractable tasks. This process provides the source data for creating the Availability Contact List mandated for outreach. Note: If a single subcontractor represents availability in a task category, it will nonetheless be included on the subcontractor contact list for outreach. The Prime Contractor chooses to perform Clearing and Grubbing since the project is based on an as-needed basis. Construction Engineer, Engineer Cost and Signalization has been performed at the time of Design and will not be subject to subcontracting but is always encouraged.						
*4	The factors outlined above are the primary variables in calculating an overall goal, which is based on the requisite three (3) U-WMBE and/or SLBE firms in each category of work having been met. The availability is expressed as a percentage (Step 5. d - 5. j and a cumulative total is derived (Step 5. k).						
	<b>Task Categories Where Three or More Companies Met Criteria</b>						
	Subcontract Task	(X) Estimated Subcontract Task Value	AVAILABILITY OF U-WMBEs	AVAILABILITY OF SLBE (Non-U-WMBEs)	SLBE/U-WMBE COMBINED AVAILABILITY	Availability of WMBEs only (Not U-WMBEs)	(Y) Project Est. Amount
4. a	Pipe Supply	\$70,000	8	6	14	7	\$540,000
4. b	Traffic control	\$20,000	2	3	5	5	
4. c	Asphalt pavement	\$22,500	9	3	12	5	
4. d	Video Taping	\$2,000	3	3	6	5	
4. e	Landscaping	\$1,000	25	20	45	18	
4. f	Project sign	\$1,500	0	4	4	1	
4. g	Concrete	\$15,000	10	14	24	13	
4. h	Total	\$132,000	57	53	110	54	
5	Availability of U-WMBE and/or SLBE firms that meet the criteria for goal consideration are identified/validated.						
5. a	Calculate the Estimated Subcontract Task Value (X) for each task and divide by the (Y) Project Estimated Amount. Then multiply by 100, which equals the task goal percentage for the project.						

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5. b	All "task goal percentages" (Z) are added to produce the total U-WMBE and/or SLBE Goal.											
5. c	Subcontract Task Value (X) ÷ Project Estimate Value (Y) × 100 = Task Percentage of Total Contract (Z) Goal rounded off to nearest tenth.											
Calculation of Goal(s): Steps 5.a, 5.b, 5.c												
	(Y) Project Estimated Amount:	Subcontract Task	(X) **Estimated Subcontract Task Value	(Z) **Task Percentage of Total Contract	AVAILABILITY OF Dual U-WMBEs/SLBEs	AVAILABILITY OF U-WMBEs	Availability of WMBEs only (Not U-WMBEs)	AVAILABILITY OF SLBE (Non-U-WMBEs)	SLBE/U-WMBE COMBINED AVAILABILITY			
5. d	\$540,000	Pipe Supply	\$70,000	12.96%	6	8	7	6	14			
5. e		Traffic control	\$20,000	3.70%	2	2	5	3	5			
5. f		Asphalt pavement	\$22,500	4.17%	9	9	5	3	12			
5. g		Video Taping	\$2,000	0.37%	3	3	5	3	6			
5. h		Landscaping	\$1,000	0.19%	30	25	18	20	45			
5. i		Project sign	\$1,500	0.28%	0	0	1	4	4			
5. j		Concrete	\$15,000	2.78%	7	10	13	14	24			
5. k		Total	\$132,000	24.44%	57	57	54	53	110			
**Task Percent is set to Zero (0%) when the requisite number of three (3) firms are <u>Not Available</u> in the identified subcontract tasks (Step 4. a - 4. h).												
Conclusive Narrowly-Tailored Subcontract Goal (i.e. U-WMBE disparity predicate):												
Note: The availability totals represent the minimum number of firms mandated for contact/solicitation (i.e. Contact List) under applicable industry category												
Ancillary SLBE Subcontract Goal (i.e. no disparity requirement): unspecified												
U-WMBE (BBE) & SLBE Combined Goal (Calculated):				19.6%			Adjustment Factor Used:(i)	Note: composition for combined goal reflects a minimum 10.2% BBE and 9.4% SLBE or dual-certified utilization.				

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<p style="text-align: center;"><i>The ratio for the goal is set by the following formula:</i></p> <p style="text-align: center;"><u>1) #U-WMBE (i.e., 57) ÷ (#U-WMBE + #SLBE that are NOT U-WMBE (i.e.110)) = 0.52</u></p> <p style="text-align: center;"><u>2) #SLBE (i.e., 53) ÷ (#U-WMBE + #SLBE that are NOT U-WMBE (i.e., 110)) = 0.48</u></p> <p style="text-align: center;"><u>3a) Goal (i.e., 19.6) x (0.52) = 10.2% (U-WMBE or BBE)</u></p> <p style="text-align: center;"><u>3b) Goal (i.e., 19.6) x (0.48) = 9.4% (SLBE Non-U-WMBE Only)</u></p>	
<p><b>(i) 80% Rule Methodology:</b> Per methodology, a Step 2 Adjustment Factor will be applied. Factor Applied is the 80% Rule supported by the Supreme Court. Other attributable adjustment factors can be market conditions, previous project history, and limited availability.</p>	
<p><b>(ii) Project Goal CAP:</b> EBO goal-set policy may allow for project-specific goals to be capped at 30% based on RWA factors; however, when invoked it does not limit overall participation.</p>	
	<p>Note 1: Potential variables that may be used to adjust the goal are "projects of similar type", "historical goal achievement" and "market conditions." Predicate criteria for goal setting are U-WMBEs first when 3 or more are available for subcontract task, next if applies, combine single U-WMBE with SLBE to satisfy 3 firm minimum, and last use SLBEs and WMBEs if non existent U-WMBEs when there are 3 firms to use as Aspirational Goal Set.</p>
<b>(iii) Adjustment Factors</b>	
	(a) Baseline Methodology & Calculation = Templatized %
	(b) Applied Adjustment Factor 80% rule = Templatized %
N/A	(c) 30% CAP Adjustment will not be applied. Expansive Scope and value supports maximizing opportunities for utilization based on sustained availability and metrics.
	(d) Applied tertiary adjustment to account for strain/demand of RWA subcontractors relevant to aggressive economic development in the Tampa Bay Market.
	1. Split variance between (b) 80% rule and (c) cap adjustment (= X)
	2. (x ÷ 2) = Y
	3. (b - y) = Final Goal Calculation
<b>(††) Adjustment factors implemented due to de-minimis values, U-WMBES and or tailored craftsmanship skills.</b>	
EBO Submitted By: Sajan Patel	Signature: <i>Sajan Patel</i>
	Date Completed: 8/6/2025

City Of Tampa BID NOTICE MEMO

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Electronic Bids are not allowed for these projects. Bids are to be delivered to City Of Tampa – CAD, 306 E Jackson Street 280A4N, Tampa, Florida 33602. Bids delivered in person should be handed to the Officer at the First Floor Security Desk.

Physical bids will be received no later than 1:30 p.m. at the above address on the indicated Bid Date for the following Project(s):

CONTRACT NO.: 25-C-00020 Sherwood Heights Pumpstation Force Main Relocation

BID OPENING: 1:30PM, Tuesday, February 3, 2026; ESTIMATE: \$550,000; SCOPE: Furnish all labor, materials and equipment to perform the installation of approximately 2,236 LF of 8" PVC FM by direct bury, horizontal directional drill and CSX and highway jack and bore crossings including, but not limited to, FM interconnections, MOT, asphalt pavement restoration, sodding and project videotaping.

Bids will be opened in the 4th Floor Conference Room, Tampa Municipal Office Building, 306 E. Jackson Street, Tampa, Florida 33602. The public is welcome to attend in person. To view the Bid Opening follow these instructions:

To join the Microsoft Teams meeting from your computer, tablet, or smartphone.

[Click here to join the meeting](#) Meeting ID: 292 828 652 204 Passcode: hE5XMy

[Download Teams](#) | [Join on the web](#) Or call in (audio only) [+1 941-263-1615,,135358761#](tel:+19412631615)

United States, Sarasota Phone Conference ID: 135 358 761# [Find a local number](#) | [Reset PIN](#)

In accordance with the Americans with Disabilities Act (“ADA”) and Section 286.26, Florida Statutes, persons with disabilities needing a reasonable accommodation to participate in this public hearing or meeting should contact the City of Tampa’s ADA Coordinator at least 48 hours prior to the proceeding. The ADA Coordinator may be contacted by phone at 813-274-3964, email at [TampaADA@tampagov.net](mailto:TampaADA@tampagov.net), or by submitting an ADA - Accommodations Request online form available at <http://www.tampagov.net/ADAResquest>.

Please note that the City of Tampa may not be able to accommodate any request received less

City Of Tampa BID NOTICE MEMO

than 48 hours before the scheduled public hearing or meeting.

Plans and Specifications and Addenda for this work may be examined at, and downloaded from

<http://www.tampagov.net/contract-administration/programs/construction-project-bidding>.

“Planholders” list may be found at [www.demandStar.com](http://www.demandStar.com) .

**Email Questions to:** [contractadministration@tampagov.net](mailto:contractadministration@tampagov.net).



## Good Faith Effort Compliance Plan (GFECP) Guidelines

for Small Local Business Enterprise Participation

City of Tampa - Equal Business Opportunity Program

(DMI 50 Form – See detailed instructions on page 3 of 3)

Contract Name \_\_\_\_\_ Bid Date \_\_\_\_\_

Bidder/Proposer \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

The Compliance Plan with attachments is a true account of Good Faith Efforts (GFE) made to achieve the participation goals as specified for Small Local Business Enterprises (SLBE) on the referenced contract:

- SLBE participation Goal is Not Specified for this Solicitation however participation is aspirational and GFECP is required.
- SLBE participation Goal is Met or Exceeded (refer to Goal-Set DMI-90 Form).
- SLBE participation Goal is Not Fully Achieved (refer to Goal-Set DMI-90 Form).

For each checkbox above Bidders/Proposers shall submit DMI Forms 10 and 20 which accurately report all subcontractors solicited and all subcontractors to-be-utilized. The following list is an overview of the required baseline GFECP action steps for all bids/proposals. Furthermore, it is understood that these GFECP requirements are weighted in the compliance evaluation based on the veracity and demonstrable degree of documentation provided with the bid/proposal:

**(Check applicable boxes below - Must enclose supporting documents accordingly with Qualifying Remarks)**

- (1) Solicited through reasonable and available means the interest of SLBEs that have the capability to perform the work of the contract. The Bidder or Proposer must solicit this interest within enough time to allow the SLBEs to respond. The Bidder or Proposer must take appropriate steps to follow up initial solicitations with interested SLBEs.  **See DMI report forms for subcontractors solicited.**  **See enclosed supplemental data on solicitation efforts.**
  - Qualifying Remarks**
- (2) Provided interested SLBEs with adequate, specific scope information about the plans, specifications, and requirements of the contract, including addenda, in a timely manner to assist them in responding to the requested scope identified by bidder/propoer for the solicitation.  **See enclosed actual solicitations used.**
  - Qualifying Remarks**
- (3) Negotiated in good faith with interested SLBEs that have submitted bids (e.g. adjusted quantities or scale). Documentation of negotiation must include the names, addresses, and telephone numbers of SLBEs that were solicited; the date of each such solicitation; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why agreements could not be reached with SLBEs to perform the work. Additional costs involved in soliciting and using subcontractors is not a sufficient reason for a bidder/propoer's failure to meet goals or achieve participation, as long as such costs are reasonable. Bidders are not required to accept excessive quotes in order to meet the goal.
  - DMI Utilized Forms for sub-(contractor/consultant) reflect genuine negotiations**  **This project is an RFQ/RFP in nature and negotiations are limited to clarifications of scope/percentages, specifications, qualifications and subs fee schedules.**
    - See enclosed documentation.**
  - Qualifying Remarks**
- (4) Not rejecting SLBEs as being unqualified without justification based on a thorough investigation of their capabilities. The SLBEs standing within its industry, membership in specific groups, organizations / associations and political or social affiliations are not legitimate causes for rejecting or not soliciting bids to meet the goals.
  - Not applicable.**  **See attached justification for rejection of a subcontractor's bid or proposal.**  **Qualifying Remarks**
- (5) Made scope(s) of work available to SLBE subcontractors and suppliers; and, segmented portions of the work or material consistent with the available SLBE subcontractors and suppliers, to facilitate meeting the goal.  **In addition, Sub-Contractors could bid on their own choice of work or trade without restriction to a pre-determined portion.**  **See enclosed comments.**
  - Qualifying Remarks**
- (6) Made good faith efforts, despite the ability or desire of Bidder/Proposer to perform the sub-tasks of a contract with its

**Failure to Complete, Sign, and Submit all Forms 10,20, & 50 MAY render the Bid or Proposal Non-Responsive**

own forces/organization. A Bidder/Proposer who desires to self-perform the sub-tasks of a contract must demonstrate good faith efforts if the goal has not been met.  **Sub-Contractors were not prohibited from submitting bids/proposals and were solicited on work typically self-performed by the prime.**  Qualifying Remarks w/Documents

(7) Segmented the portions of the work to be performed by SLBEs in order to increase the likelihood that the goals will be met. This includes, where appropriate, breaking out contract work items into economically feasible units (quantities/scale) to facilitate SLBE participation, even when the Bidder/Proposer might otherwise prefer to perform these work items with its own forces.  **Sub-Contractors could bid on their own choice of work or trade without restriction to a pre-determined portion.**  **Sub-Contractors were not prohibited from submitting bids/proposals and were solicited on work typically self-performed by the prime.**  See enclosed comments.  Qualifying Remarks

(8) Made efforts to assist interested SLBEs in obtaining bonding, lines of credit, or insurance as required by the City or contractor.  See enclosed documentation on initiatives undertaken and methods to accomplish.  Qualifying Remarks

(9) Made efforts to assist interested SLBEs in obtaining necessary equipment, supplies, materials, or related assistance or services, including participation in an acceptable mentor-protégé program.  See enclosed documentation of initiatives and/or agreements.  Qualifying Remarks

(10) Effectively used the services of the City and other organizations that provide assistance in the recruitment and placement of SLBEs.  See enclosed documentation of services engaged.  Overview (attached) of tactical actions and resources employed toward recruitment

**Note:** Any unsolicited information in support of your Bid/RFP Compliance must accompany your submittal.  Identify Information Submitted



**Participation Plan: Guidance for Complying with Good Faith Efforts Outreach (page 3 of 3 )**

- (1) All firms on the SLBE Goal Setting List must be solicited and documentation provided for email, fax, letters, phone calls, and other methods of outreach/communication with the listed firms. The DMI Solicited and DMI-Utilized forms must be completed for all firms solicited and all firms utilized. Other opportunities for subcontracting should be explored to attain participation. May consult Tampa EBO Office and/or research the online Data Management Business System Directory for Tampa certified SLBE firms.
- (2) Solicitation of SLBEs, via written or electronic notification, should provide specific information on the services needed, where plans can be reviewed and assistance offered in obtaining these, if required. Solicitations should be sent a minimum of a week (i.e. 5 city business days or more) before the bid/proposal date. Actual copies of the bidder's solicitation containing their scope-specific instructions should be provided.
- (3) With any quotes received, a follow-up should be made when needed to confirm detail scope of work. For any SLBE low quotes rejected, an explanation shall be provided detailing negotiation efforts.
- (4) If a low bid SLBE is rejected or deemed unqualified the contractor must provide an explanation and supporting documentation for this decision.
- (5) Prime shall break down portions of work into economical feasible opportunities for subcontracting. The SLBE directory may be useful in identifying additional subcontracting opportunities and certified firms not listed in the "SLBE Goal Setting Firms Contact List."
- (6) Contractor shall not preclude SLBEs from bidding on any part of work, even if the Contractor may desire to self-perform aspects of the work.
- (7) Contractor shall avoid relying solely on subcontracting those scopes of work where SLBE availability is not sufficient to attain pre-determined goals; including RFP/RFQ solicitations, all of which require GFECP compliance to achieve sub-consultant participation.
- (8) In its solicitations, the Bidder should offer assistance to SLBEs in obtaining bonding, insurance, et cetera, if required of subcontractors by the City or Prime Contractor.
- (9) In its solicitation, the Bidder should offer assistance in obtaining equipment for a specific job to SLBEs, if needed. This includes mobilization where applicable.
- (10) Contractor should use the services offered by such agencies as the Small Business Development Center (SBDC) @ University South Fla.; SBDC @ Hillsborough County Entrepreneur Collaborative Center; Hillsborough NAACP Empowerment Center; Hillsborough County Economic Development Department DM/DWBE/SBE Program and Prospera-Hispanic Business Assoc. to name a few for the recruitment and placement of available SLBEs.