This addendum for the referenced project comes, in part, from uncontrolled sources and may not conform to WCAG 2.1 at level AA. Individuals with disabilities seeking assistance with the individual project plans or specifications should e-mail contractadministration@tampagov.net.

ADDENDUM 1
DATE: May 19, 2026

Contract: 26-D-00036; Franklin Street Action Plan

Bidders on the above referenced project are hereby notified that the following addendum is made to the RFQ. ANY SUBMISSIONS SHALL CONFORM TO THIS NOTICE.

Item 1 – Replace the RFQ with the attached.

Item 2 – Attached is the Pre-submission Conference sign-in sheet.

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.

Jim Greiner, P.E., Contract Management Supervisor

RFQ 26-D-00036 Franklin Street Action Plan

Public Announcement in Compliance With Requirements of Section 287.055 Florida Statutes (Consultants' Competitive Negotiation Act) Applicable Law, Executive Orders, Rules, Regulations, and The City's Standard Procedures. Notice of Intent to Award Shall be posted, if at all, on the City's Website accessible by utilizing the website link: www.tampagov.net/contract-administration/programs/architectural-engineering-construction-and-related-rfqs .

The City of Tampa – Community Redevelopment Agency (CRA) desires to obtain professional landscape architect, urban designer, architect or qualified professional and related services for the design of Franklin Streetscape Improvement Project from E. Jackson Street to E. Scott St in Downtown Tampa and may include crossing streets for a half block on either side of Franklin as necessary approximately 0.68 miles.

Services will include but may not be limited to public involvement, including virtual workshops or listening sessions; surveying; comprehensive streetscape; roadway and drainage design; multimodal and pedestrian design; urban design; signing and pavement markings; traffic analysis; signalization; street lighting, landscaping and irrigation design; resilient design, cultural resources and historic preservation coordination; waste collection strategies, construction cost estimating, preparation of construction documents for bidding; and post-design services.

Estimated Fee: $600,000.

Reference Drawings and any additional material may be found at: www.tampagov.net/contract-administration/programs/architectural-engineering-construction-and-related-rfqs and at https://franklinstreetvision.com .

Questions may be directed to Jim Greiner, P.E., Contract Administration, City of Tampa, (813) 274-8598, or E-Mail jim.greiner@tampagov.net.

A pre-submission conference will be conducted at 3 PM on May 18, 2026 in the City Council Chambers, third floor Old City Hall, 315 E. Kennedy Blvd. Tampa, FL 33602. Attendance is not required.

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 via phone at 813-274-3964, email at TampaADA@tampagov.net, or by submitting an ADA - Accommodations Request form available online at tampagov.net/ADARequest.

An individual or entity ("Firm") responding to this RFQ must provide evidence of any required licenses, certificates, or registrations with its submission or within 10 days thereof in order to be considered. The City shall own all ideas, documents, plans, and materials developed as a result of this solicitation and Firm is informed same shall be subject to reuse in accordance with Section 287.055(10), Florida Statutes. Firm (i) confirms it has read and is familiar with Section 119.071(3), Florida Statutes regarding certain building

plans, blueprints, schematic drawings, which depict the internal layout and structural elements of a building, facility, or other structure owned or operated by the City or other agency that are per said section exempt from Section 119.07(1), Florida Statutes and Section 24(a), Art. I of the Florida Constitution ("Exempt Plans") and (ii) agrees Firm shall remain in compliance with same, including maintaining the exempt status of such Exempt Plans for so long as they are held by Firm or otherwise in its possession. Pursuant to Section 2-282, City of Tampa Code, during the solicitation period, including any protest or appeal,

NO CONTACT with City officers or employees is permitted from any proposer, other than as specifically stated in this solicitation. The City may cancel, withdraw, or modify this RFQ at any time and reserves the right to reject any or all responses and to waive irregularities, formalities, and informalities as it determines in the City's best interest. The City of Tampa will not request documentation of or consider a bidder's (proposer's) social, political, or ideological interests when determining if the bidder (proposer) is a responsible vendor and will not give preference to a proposer based on the proposer's social, political, or ideological interests.

Firms should consider applicable concepts in the City's Climate Action And Equity Plan as posted at https://www.tampa.gov/document/climate-action-and-equity-plan-122846 .

In order to apply for 5 "Ban-The-Box" bonus points, a firm must provide the documentation required pursuant to the "Ban-The-Box" ordinance listed at Ban-The-Box Ordinance,

Firms desiring to provide these services to the City must submit a single electronic file in searchable PDF format, Smaller than 10MB, that includes the attached RFQ Transmittal Memorandum completed as appropriate, a Letter of Interest addressed to Brad L, Baird, P.E., Chairman, and referring to this RFQ by number, together with a Statement of Qualifications and any supplemental material allowing evaluation for further consideration (short-listing) based upon the following criteria/point system: Successful Comparable Project Experience, (30 pts); Qualifications, (25 pts); Team Structure, (10 pts); Workload and Availability, (5 pts); Past Performance/Low amount of City Work, (5 pts); Standard Form SF330, (5 pts); "Ban-The-Box", (5pts); Planned SLBE Solicitation & Utilization, Form DMI 10, 20, & 50, (15 pts).

The PDF file must be **E-Mailed to ContractAdministration@tampagov.net BEFORE 2 P.M., June 4, 2026.**

As a courtesy, the City will endeavor to provide an email acknowledgement usually sent within a few days after submission receipt (submissions received on the day of the deadline may not be acknowledged before the deadline or at all). It is Firm's responsibility to confirm its submission (PDF file) has been received.

RFQ TRANSMITTAL MEMORANDUM FOR A SUBMITTAL TO THE CITY OF TAMPA

TRANSMITTAL DATE: _____

RFQ NO. & TITLE: 26-D-00036 Franklin Street Action Plan

TO: Brad L. Baird, P. E., Chairman Selection & Certification Committee (CCNA) c/o Contract Administration Department via ContractAdministration@tampagov.net 306 East Jackson Street, 4th Floor North, Tampa, Florida 33602

SUBMITTER ("Firm") NAME:

FEDERAL TAX ID#: _____

FIRM TYPE: (_)Corporation (_)Limited Liability Company (_)Individual/Sole Proprietor (_)Joint Venture (JV) (_)Partnership (PN) (_)Other:

FIRM CONTACT NAME:

EMAIL:

PHONE:

CERTIFICATIONS:

Firm is licensed, permitted, and certified as required to do business in Florida: [_]Yes [_] No

License/registration/certification number(s):

Per §287.133, Fla. Stat., individuals or entities (including those meeting the §287.133, Fla. Stat. definition of "affiliate") placed on the convicted vendor list ("List") following a conviction for public entity crimes may not submit a bid, proposal, or reply ("Response") on a contract to provide any goods or services to a public entity, may not submit a Response on a contract with a public entity for the repair or construction of a public building or public work, may not submit a Response for leases of real property to a public entity, and may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in

§287.017, Fla. Stat. for CATEGORY TWO for a period of 36 months from the date of placement on the List. Neither Firm nor its affiliates have been placed on the List: [_] Yes [_] No

Pursuant to Tampa Code Section 2-284; Bidder's Criminal History Screening Practices("Ban-The-Box"), the Firm hereby;

[_] declines incentive points and attaches no documentation [_] applies for incentive points and attaches all the required documentation.

Firm shall comply with all applicable governmental rules & regulations, including the City's Ethics Code (Sec. 2- 522, Tampa Code). The City's Charter & Ethics Code prohibit any City employee from receiving any substantial benefit or profit out of any award or obligation entered into with the City, or from having any direct or indirect financial interest in effecting any such award or obligation. If Firm is successful, it shall ensure no City employee receives any such benefit or interest as a result of such award (See Sec.2-514(d), Tampa Code): [_] Yes [_] No

Firm is not in arrears and is not in default upon any obligation to the City of Tampa: [_]Yes [_]No

Firm does not use coercion for labor or services as defined in Section 787.06, F.S.

Firm agrees that if the City of Tampa determines Firm has participated in any collusive, deceptive, or fraudulent practices with regard to this submittal, in addition to any other remedy it may exercise, the City will have the right to debar Firm and deem invalid any contract let under such circumstances: [_] Yes [_] No

Data or material Firm asserts to be exempted from public disclosure under Chapter 119, Fla. Stat., is submitted in a separate, single electronic searchable PDF file labeled with the above RFQ number and the phrase “Confidential Material”, which identifies the data/material to be protected, states the reasons the date/material is exempt from public disclosure, and the specific Florida statute allowing such exemption (if “No” or otherwise, then Firm waives any possible or claimed exemption upon submission, effective at opening): [_] Yes [_] No

FAILURE TO COMPLETE THE ABOVE MAY RESULT IN FIRM’S SUBMITTAL BEING DECLARED NON-RESPONSIVE

Authorized Signature :

Printed Name:

Title:

(attach proof of authority)

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

Page 1 of 2 – DMI Solicited/Utilized Schedules

City of Tampa – Schedule of All Solicited Sub-(Contractors/Consultants/Suppliers)

(DMI 10 Form)

Contract No.:_____ Contract Name:_____

Company Name:_____ Address:_____

Federal ID:_____ Phone:_____ Fax:_____ Email:_____

Check applicable box(es). Detailed Instructions for completing this form are on page 2 of 4.

[] No Firms were contacted or solicited for this contract.

[] No Firms were contacted because:_____

[] See attached list of additional Firms solicited and all supplemental information (List must comply with this form)

Note: Form DMI-10 must list ALL subcontractors solicited

NIGP Code Categories: Buildings = 909, General = 912, Heavy = 913, Trades = 914, Architects = 906, Engineers & Surveyors = 925, Supplier = 912-77

S = SLBE O = Neither Federal ID	Company Name Address Phone, Fax, Email	Trade or Services NIGP Code (listed above)	Contact Method L=Letter F=Fax E=Email P=Phone	Quote or Response Received Y/N

It is hereby certified that the information provided is an accurate and true account of contacts and solicitations for subcontracting opportunities on this contract.

Signed:_____ Name/Title:_____ Date:_____

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

Forms must be included with Bid / Proposal

Instructions for completing The Sub- (Contractor's/Consultants/ Suppliers) Solicited Form
(DMI 10 Form)

This form must be submitted with all bids or proposals. **All** subcontractors (regardless of ownership or size) solicited and subcontractors from whom unsolicited quotations were received must be included in this form. The instructions that follow correspond to the headings on the form required to be completed. Note: Ability or desire to perform all work shall not exempt the prime from Good Faith Efforts to achieve participation.

Contract No. This is the number assigned by the City of Tampa for the proposal.

- **Contract Name.** This is the name of the contract assigned by the City of Tampa for the bid or proposal.
- **Contractor Name.** The name of your business and/or doing business as (dba), if applicable.
- **Address.** The physical address of your business.
- **Federal ID.** FIN. A number assigned to your business for tax reporting purposes.
- **Phone.** Telephone number to contact the business.
- **Fax.** Fax number for business.
- **Email.** Provide email address for electronic correspondence.
- **No Firms were contacted or solicited for this contract.** Checking the box indicates that a pre-determined Subcontract Goal or Participation Plan Requirement was not set by the city, resulting in your business not using subcontractors and will self-perform all work. If, during the performance of the contract, you employ subcontractors, the City must pre-approve subcontractors. Use of the "Sub-(Contractors/Consultants/Suppliers) Payments" form (DMI 30 Form) must be submitted with every pay application and invoice. Note: Certified SLBE firms bidding as Primes are not exempt from outreach and solicitation of subcontractors.
- **No Firms were contacted because.** Provide a brief explanation of why no firms were contacted or solicited.
- **See attached documents.** Check the box if, after you have completed the DMI Form in its entirety, you need more space to list additional firms and/or if you have supplemental information/documentation relating to the form. All DMI data not submitted on the DMI 10 Form must be in the same format and include all the requested data from the DMI 10 Form.

The following instructions are for the information of all subcontractors solicited.

- **"S" = SLBE.** Enter "**S**" for firms Certified by the City as Small Local Business Enterprises; **"O" = non-certified others**.
- **Federal ID.** FIN. A number assigned to a business for tax reporting purposes. This information is critical in the proper identification and payment of the contractor/subcontractor.
- **Company Name, Address, Phone & Fax**. Provide company information for verification of payments.
- **Trade, Services, or Materials** indicate the trade, service, or materials provided by the subcontractor. NIGP codes, aka "National Institute of Governmental Purchasing," are listed in the top section of the document.
- **Contact Method L=letter, F=fax, E=Email, P=Phone.** Indicate with a letter the method(s) of soliciting for bids.
- Q**uote or Resp. (response) Rec'd (received) Y/N**. Indicate "Y" Yes if you received a quotation or if you received a response to your solicitation. Indicate "N" No if you received no response to your solicitation from the subcontractor. Must keep records: log, ledger, documentation, etc. that can validate/verify.

If additional information is required or you have questions, please contact the Equal Business Opportunity Program - Office of Equal Business Opportunity at (813) 274-5522.

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

Page 1 of 2 – DMI Solicited/Utilized Schedules

City of Tampa – Schedule of All To-Be-Utilized Sub-(Contractors/Consultants/Suppliers)

(DMI 20 Form)

Contract No.:_____ Contract Name:_____

Company Name:_____Address:_____

Federal ID:_____ Phone:_____ Fax:_____ Email:_____

Check applicable box(es). Detailed Instructions for completing this form are on page 4 of 4.

[] See attached list of additional Firms Utilized and all supplemental information (List must comply with this form)

Note: Form DMI-20 must list ALL subcontractors To-Be-Utilized.

[] No Subcontracting/consulting (of any kind) will be performed on this contract.

[] No Firms are listed to be utilized because:_____

NIGP Code General Categories: Buildings = 909, General = 912, Heavy = 913, Trades = 914, Architects = 906, Engineers & Surveyors = 925, Supplier = 912-77

Enter "S" for firms Certified as Small Local Business Enterprises: "O" for Other Non-Certified

S = SLBE O =Neither Federal ID	Company Name Address Phone, Fax, Email	Trade, Services or Materials NIGP Code Listed above	$ Amount of Quote. Letter of Intent (LOI) if available	Percent of Scope or Contract %

Total ALL Subcontract / Supplier Utilization $_____

Total SLBE Utilization $ _____

Percent SLBE Utilization of Total Bid/Proposal Amt. _____%

It is hereby certified that the following information is a true and accurate account of utilization for sub-contracting opportunities on this Contract.

Signed:_____ Name/Title:_____ Date:_____

Failure to Complete, Sign and Submit Forms 10, 20, & 50 MAY render the Bid or Proposal Non-Responsive Forms must be included with Bid / Proposal

Instructions for completing The Sub- (Contractor's/Consultants/ Suppliers) to be Utilized Form

(DMI 20 Form)

This form must be submitted with all bids or proposals. All subcontractors (regardless of ownership or size) projected to be utilized must be included in this form.

- **Contract No.** This is the number assigned by the City of Tampa for the proposal.
- **Contract Name.** This is the name of the contract assigned by the City of Tampa for the bid or proposal.
- **Contractor Name.** The name of your business and/or doing business as (dba) if applicable.
- **Address.** The physical address of your business.
- **Federal ID.** FIN. A number assigned to your business for tax reporting purposes.
- **Phone.** Telephone number to contact the business.
- **Fax.** Fax number for business.
- **Email.** Provide email address for electronic correspondence.
- **No Subcontracting/consulting (of any kind) will be performed on this contract.** Checking the box indicates your business will not use subcontractors when no Subcontract Goal or Participation Plan Requirement was set by the city but will self-perform all work. When subcontractors are utilized during the performance of the contract, the "Sub-(Contractors/Consultants/Suppliers) Payments" form (DMI 30 Form) must be submitted with every pay application and invoice. Note: Certified SLBE firms bidding as Primes are not exempt from outreach and solicitation of subcontractors, including completion and submission of Form-10 and Form-20.
- **No Firms listed To-Be-Utilized.** Check box: provide a brief explanation why no firms were retained when a goal or participation plan requirement was set on the contract. **Note: Mandatory compliance with Good Faith Effort outreach (GFECP) requirements applies (DMI 50 Form), and supporting documentation must accompany the bid.**
- **See attached documents.** Check the box if, after completing the DMI Form in its entirety, you need more space to list additional firms and/or if you have supplemental information/documentation relating to the scope/value/percent utilization of subcontractors. Reproduce copies of DMI-20 and attach. All data not submitted on duplicate forms must be in the same format and content as specified in these instructions.

The following instructions are for the information of all subcontractors To Be Utilized.

- **Federal ID.** FIN. A number assigned to a business for tax reporting purposes. This information is critical in the proper identification of the subcontractor.
- **"S" = SLBE,** enter "**S**" for firms Certified by the City as Small Local Business Enterprises; **"O" = non-certified others**.
- **Company Name, Address, Phone & Fax**. Provide company information for verification of payments.
- **Trade, Services, or Materials (NIGP code if known).** Indicate the trade, service, or material provided by the subcontractor. Abbreviated list of NIGP is available at http:/www.tampagov.net/DMI "Information Resources".
- **Amount of Quote, Letters of Intent** (required for SLBEs).
- **Percent of Work/Contract.** Indicate the percentage of the total contract price the subcontract(s) represent. For CCNA only (i.e., Consultant A/E Services), you must indicate subcontracts as a percentage of the total scope/contract.
- **Total Subcontract/Supplier Utilization.** – Provide the total dollar amount of all subcontractors/suppliers projected to be used for the contract. (Dollar amounts may be optional in CCNA depending on solicitation format).
- **Total SLBE Utilization.** Provide the total dollar amount for all projected SLBE subcontractors/Suppliers used for this contract. (Dollar amounts may be optional in CCNA proposals depending on the solicitation format).
- **Percent SLBE Utilization.** Total amount allocated to SLBEs divided by the total bid/proposal amount.

If additional information is required or you have questions, please contact the Equal Business Opportunity Program - Office of Equal Business Opportunity at (813) 274-5522.

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

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/proposer 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/proposer'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 negotiationsare 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

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 anySLBE 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 availabilityis 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.

Points Pursuant to Designated Industry Category:_____ ***DMI-71 FORM*** **(Refer to DMI 50 Form - Good Faith Efforts (GFE) Outreach)**		
A or B	**Evaluation Criteria**	**Point Values**
A.	SLBE participating as the Prime Contractor (City of Tampa Certified Only) with meaningful subcontractor/subconsultant participation of City Certified SLBE firms.	5-15
*B.	Prime Contractor with meaningful subcontractor/subconsultant of City Certified SLBE firms.	0 - 10

Note: The maximum points available for SLBE participation will not exceed fifteen (15) points. In addition, evaluation points will be awarded for To-Be-Determined (TBD) participation.

Points are determined as follows (Requires DMI 50 Form - GFE):

A. Five to Fifteen (5-15) rating points **may** be awarded when the Proposer is a City of Tampa Certified SLBE firm and utilizes SLBE certified firm(s) as sub-contractors/ sub-consultants and assigned to perform meaningful segments of the contractual services detailed herein and documented on the enclosed DMI 10 & 20 Forms.

B. Zero to Ten (0-10) rating points **may** be awarded when the proposer is not a City of Tampa certified SLBE prime contractor but utilizes SLBE certified firm(s) as sub-contractors/ sub-consultants and is assigned to perform meaningful segments of the contractual services detailed herein and documented on the enclosed DMI 10 & 20 Forms.

*A maximum of three (3) "discretionary" rating points **may** be awarded when the Proposer provides SLBE participation from an external agency recognized by the City of Tampa. **In addition, evaluation points may be awarded for To-Be-Determined (TBD) participation.**

The maximum number of points available for SLBE participation will not exceed fifteen (15) points.

Equal Business Opportunity Evaluation Weighted Points: CCNA Proposal Guidelines

Under CCNA solicitations, proposers must submit to preconstruction Good Faith Efforts (GFE) requirements covering the inclusion of City of Tampa-certified SLBE firms. Such inclusion shall be clearly addressed and documented utilizing DMI 10, 20, and 50 Forms. Proof of certification shall include copies of current certification certificates. This applies to ALL Phase 1 preconstruction design services.

Points awarded during the shortlist selection process will be more heavily weighed predominantly on the design side (this does not preclude identification of phase 2 projections of construction participation that follow in the future, i.e., GMPs). In order to ensure the maximum points, a proposer must **clearly identify and quantify** its planned participation without ambiguity. Simply marking "To Be Determined" (TBD) will not satisfy this requirement and may result in significantly lower ratings. Finally, additional favorable consideration will be granted to the firm(s) that, beyond all others, provide the highest *relevant* and most binding participation.

Additional Evaluation Information:

The evaluation includes, but is not limited to, the following criteria:

- SLBE subcontractors listed to be utilized (DMI Form 20)
- Percentage of proposal/scope committed to SLBE subcontracting.
- The collective factors in determining the total points awarded will be based on the overall weight of evidence in the proposal that specified the participation.
- Subcontractors are utilized for meaningful tasks, which are viewed as related to the core scope of work.

In all cases, the Proposer and/or subcontractor(s) must be SLBE certified prior to the opening date and time of the RFP to be eligible to earn SLBE rating points. The City of Tampa's Office of Equal Business Opportunity will evaluate the SLBE participation evaluation process. The Successful Proposer will be required to execute the DMI 40 Form (Letter of Intent-LOI) with their subcontractors/sub-consultants prior to award.

26-D-00036 Franklin Street Action Plan

3 PM Pre-Submission Conference 5-18-26

Sign-In Sheet Please Print — City of Tampa, Contract Administration Department

	Name	Organization	E-Mail
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