

25-D-00030 Picnic Island Park Nature Based Solutions

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. A NOTICE OF INTENT TO AWARD SHALL BE POSTED, IF AT ALL, ON THE CITY'S WEBSITE ACCESSIBLE BY UTILIZING THIS WEBSITE LINK: www.tampagov.net/contract-administration/programs/architectural-engineering-construction-and-related-rfqs.

The City of Tampa seeks The City of Tampa seeks to obtain design services for Picnic Island Park Nature Based Solutions (NBS) that will reduce erosion at the park, reduce flood risk for Port Tampa City, and enhance 492 acres of habitat for fish and wildlife on Tampa Bay.

The project will combine robust Nature Based Solutions to mitigate coastal erosion and flooding while providing enhanced habitat for Tampa Bay's diverse native flora and fauna and enhance the park's natural features for park visitors. This project includes design of NBS such as living breakwaters with suitable substrate for oyster recruitment; longshore bars with Intertidal zones for marsh/mangrove recruitment and upland zones for shorebird nesting habitat; enhanced areas for seagrass recruitment through placement of fill in dredge holes; and expansion of dune and coastal hammock habitats where appropriate to enhance beach spaces for park users.

The selected firm will have proven success in Coastal Restoration and Resiliency Engineering, Environmental Resource Conservation, Hydrodynamic Modeling and Hazard Assessment, Habitat Conservation and Restoration, and Design and Engineering of NBS while supporting recreational opportunities, including beach, boating, and fishing. The project also includes Community Engagement and Permitting.

The project's estimated fee is \$2,000,000. This project is funded by a grant from the Florida Department of Environmental Protection and will require regular coordination with City staff and FDEP to ensure compliance with the grant program's requirements.

The project's grant details and work plan are attached. Services are anticipated for a period of 3 years.

The Scope of Work will include but not be limited to the following:

- Engineering Services including, but not limited to, Civil and Marine Engineering and Landscape Architecture
- Project Programming and Site Analysis with advanced Hydrodynamic Modeling and Analysis
- Marine Design for Nature Based Solutions
- Comprehensive Environmental and Ecological Evaluation and Geotechnical Services
- Site Survey in State Plane Coordinates including, but not limited to, Bathymetry, Topography, Existing Trees, and Site Utilities (as relevant to NBS and park user components)
- Cost Estimation Services
- Community Engagement Services
- Development of 100% Design and 100% Construction Documents, including Exhibits, Illustrative Graphics, Technical Specifications, and Construction Phasing Plans
- Compliance with all Applicable Governing Codes, Laws, Regulations, and Ordinances including Site, Environmental, Building, and Landscaping
- Permitting Services including but not limited to the U.S. Army Corps of Engineers (404 permit), the Florida Department of Environmental Protection (Environmental Resource Permit), Florida Fish and Wildlife Commission (Uniform Waterway Markers and Navigation requirements), and the City of Tampa
- Development of a Comprehensive Monitoring Plan for current conditions and future improvements
- Compliance with Americans with Disabilities Act (ADA) and Florida Building Codes

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

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 October 13, 2025, 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/ADARquest.

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 https://library.municode.com/fl/tampa/ordinances/code_of_ordinances?nodeId=1171018,

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 experience modeling Gulf Coast conditions and assessing coastal hazards to the natural and constructed environment (20); successful comparable experience developing Nature Based Solutions for the Gulf Coast that combine the function of robust protective design

with establishment of habitat and support of recreation (25); Integration of NBS with Public Space (20); Successful community engagement (5); Successful regulatory permitting of NBS (5); Past Performance/Low amount of City Work, (5 pts); Standard Form SF330, (5 bonus 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., October 30, 2025.

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.

Work Plan

Please refer to the [PIPER Application Module Guidelines](#) for additional information and definitions of the terms below.

General Project/Program Information	
Program Title: Gulf Coast Resiliency Program	
Project-Specific Workplan Name: Picnic Island Nature Based Solutions (Planning and Design)	
Project-Specific Workplan Unique Identifier: GCRP – 4	
Applicant Agency: City of Tampa	Project Duration (in years): 3 years
Project funding request: \$2,000,000	
<p>Consistency with the Program: (Character limit: 5000) Describe how the project is consistent with the approved FPL program description. Please describe how the Program decision process was used to identify the project, and its use of best available science.</p> <p>The City of Tampa’s Picnic Island Nature Based Solutions planning project is consistent with the Gulf Coast Resiliency Program’s primary goal of enhancing community resilience, by demonstrating how nature-based solutions like living shorelines and living breakwaters that create habitat for mangroves and oysters can minimize erosion at Picnic Island Park and reduce flood risk to the nearby community of Port Tampa City. The project will develop 100% design plans for these nature-based solutions (NBS) at Picnic Island Park and the Picnic Island Bayou to minimize erosion at the park, reduce flood risk for Port Tampa City, and enhance 492 acres of habitat for fish and wildlife in Tampa Bay.</p> <p>The project will serve as a demonstration project that is transferable and scalable to other coastal communities on Tampa Bay and throughout Florida. Projects with NBS can be difficult to develop and implement due to their novelty or innovative approach, the complexity of their benefits and how to describe and present them to the community in way that is receptive and positive as well as their impacts on existing critical infrastructure, public access, and land use. Thus, the proposed direct community engagement will be invaluable throughout this process, and it provides a transferable and scalable methodology that will inform future projects with NBS or reduce public opposition to expanding NBS to landscape scale in the Tampa Bay region. Two key partners have been engaged to assist the project, the Tampa Bay Estuary Program (TBEP) and the Tampa Bay Regional Planning Council (TBRPC), because they are influential within the Tampa Bay region and will provide multiple opportunities to highlight the community resilience benefits of NBS and this project specifically to other municipal governments.</p>	

Note for Recipients: External best available science reviews will be conducted for all applicable submitted project-specific workplans. Applicants should provide the appropriate technical justification and citations that support their assertions of project benefits and appropriateness of their methods.

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In the City of Tampa's [Sea Level Rise Study](#), funded by the Florida Resilient Coastlines Program, Picnic Island Park, Picnic Island Bayou, and the surrounding areas were identified as vulnerable to sea level rise, future high tide flooding, and storm surge. The study recommends that the City prioritizes the area for further study, establishment as an Adaptation Action Area, and commits funding to work directly with the community.

Goals

Project-specific Comprehensive Objective(s):

Indicate the FPL 3 Comprehensive Plan Objective(s) that apply to the project. Multiple objectives may be selected. Update the objective selections for the **program application (pre-award) or program amendment (post-award)** in PIPER as needed to include all project objectives identified here.

Promote Community Resilience

Project-specific Planning Framework Technique(s):

Indicate the FPL 3 Planning Framework technique(s) that apply to the project. Multiple techniques may be selected. Please reference the [2019 Planning Framework](#) for additional information on Council restoration techniques. Update the technique selections for the **program application or program amendment** in PIPER as needed to include all techniques identified here.

Planning and design of living shorelines

Location

Project Location(s): (Character limit: 350) The proposed project is located at Picnic Island Park and Picnic Island Bayou within the City of Tampa, Hillsborough County, Florida. Picnic Island is located between Old Tampa Bay and Tampa Bay and is northwest of the MacDill Air Force Base.

HUC8 Watershed(s): (Peace-Tampa Bay) Tampa Bay (Hillsborough)

State(s): FL

County/Parish(es):
Hillsborough

Congressional District(s): FL-14

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Project-Specific Workplan Narrative

Project-specific Introduction and Overview: (Character Limit: 9500)

Provide an introduction and overview of the project including the following information:

- *General description of the project;*
- *General description of anticipated environmental benefits;*
- *Environmental stressor(s) being addressed;*
- *Total cost;*
- *Timeline;*
- *Partners;*
- *Any other information that might be needed to provide the reader with a full understanding of the project.*

Project context: The City of Tampa finalized a Sea Level Rise Study in 2021 that recommended establishing Port Tampa City as an adaptation area due to risk of seasonal high tide flooding. Port Tampa City is also identified as a community that will be impacted by the 2045 and 2060 NOAA intermediate sea level rise projections of 1.26 and 1/87 feet, respectively. The community is also wholly within a high-risk AE flood zone, which presents a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage according to FEMA. Tampa also finalized Resilient Tampa in 2021, which is a strategy to build a stronger, more equitable, and more resilient city by focusing on climate-ready infrastructure including world-class green and open spaces that mitigate extreme heat and flooding. Building on the City's progress to address these coastal hazards, the Nature Conservancy (TNC) and City of Tampa initiated development of a regional demonstration project with nature-based solutions (NBS) at Picnic Island Park in January 2022. TNC contracted with HDR, Inc. for data collection and review, facilitation of stakeholder engagement, preparation of conceptual plans, cost estimates, permitting authority/agency pre-application meetings, and completion of a final technical memorandum. The technical memorandum shows conceptual plans for NBS in nearshore and onshore areas of the 98-acre Picnic Island Park located approximately one mile from Port Tampa City. This project will integrate key findings from the technical memorandum and continue stakeholder engagement with stakeholders or key partners including representatives from the Civic Association of Port Tampa City (CAPT), Florida Fish and Wildlife Conservation Commission (FWC), MacDill Air Force Base (MacDill AFB), Tampa Bay Estuary Program (TBEP), and the Tampa Bay Regional Planning Council (TBRPC). In order to secure maximum community resilience benefits, this project involves activities over a three-year project period, including: (1) project management; (2) site assessment including a.) modeling hydrodynamic conditions, b.) determining baseline and future coastal hazards/impacts to the community, and c.) evaluating NBS and quantifying project benefits; (3) direct community engagement through stakeholder meetings; and (4) full design of NBS. The estimated costs of the project is \$2,000,000, primarily contracted services.

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The demonstration project at Picnic Island Park will design NBS that will minimize erosion at the park, reduce flood risk for Port Tampa City, and enhance 492 acres of habitat for fish and wildlife on Tampa Bay. NBS will include living breakwaters with suitable substrate for oyster recruitment, longshore bars with intertidal zones for marsh/mangrove recruitment and upland zones for shorebird nesting habitat, enhanced areas for seagrass recruitment through placement of fill in dredge holes, as well as expansion of dune and coastal hammock habitats where appropriate to minimize park user conflicts. These NBS were selected based on their existing but limited presence at the 98-acres Picnic Island Park, their regional significance for restoration of Tampa Bay, and for their potential to be expanded and/or enhanced at Picnic Island Park and on adjacent public lands that are also owned by the City. The adjacent 394-acre parcel is known as the Picnic Island Bayou and is characterized by fringing mangroves, remnant marsh, and upland areas, where mosquito/drainage ditches facilitate landward penetration of storm surge and sea level rise, and thereby provides opportunities for immediate transferability and scalability of conceptual NBS developed for Picnic Island Park from January to June 2022. Topographic restoration of wetlands and incorporation of a horizontal levee planted with coastal hammock species in upland areas of the Picnic Island Bayou will likely further reduce flood risk to Port Tampa City and neighboring MacDill AFB as well as improve habitats for fish and wildlife by creating wetland migration space over the next 20 to 30 years.

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Project-specific Methods: (Character Limit: 9500) Describe the methods to be used in the project, and the reasons that the methods were selected. All methods should be justified using best available science (provide citations); methods may also be justified by other reasons (e.g., cost-effectiveness, technical feasibility).

The main methods and activities that will be employed are (1) project management; (2) site assessment including a.) modeling hydrodynamic conditions, b.) determining baseline and future coastal hazards/impacts to the community, and c.) evaluating NBS and quantifying project benefits; (3) direct community engagement through stakeholder meetings; and (4) full design of NBS.

1. Project Management: the City will be responsible for overall project management and completion of the main activities. This will involve monitoring project progress, ensuring project activities and listed deliverables are completed on time and within the proposed budget.

2. Site Assessment: Building on the conceptual NBS presented in the Technical Memorandum completed by HDR, subsequent site assessment activities are necessary to determine the specific The main methods and activities that will be employed are (1) project management; (2) site assessment including a.) modeling hydrodynamic conditions, b.) determining baseline and future coastal hazards/impacts to the community, and c.) evaluating NBS and quantifying project benefits; (3) direct community engagement through stakeholder meetings; and (4) full design of NBS.

1. Project Management: the City will be responsible for overall project management and completion of the main activities. This will involve monitoring project progress, ensuring project activities and listed deliverables are completed on time and within the proposed budget.

2. Site Assessment: Building on the conceptual NBS presented in the Technical Memorandum completed by HDR, subsequent site assessment activities are necessary to determine the specific scale and scope of selected NBS, their overall effectiveness to achieve the stated project objectives, and how best to implement them at Picnic Island Park and the Picnic Island Bayou in a way that is supported by the community, minimizes resource impacts and recreational/user conflicts, and enhances ecological function of habitat values for up to 493 acres on Tampa Bay. The City will contract a qualified firm for site assessment efforts, which consists of a.) modeling hydrodynamic conditions, b.) determining baseline and future coastal hazards/impacts to the community, and c.) evaluating NBS and quantifying project benefits. The deliverable is a Technical Memorandum that builds on the previously completed Technical Memorandum, expanding to include more detail on NBS at Picnic Island Park and including potential NBS at Picnic Island Bayou, which was previously not included. The Technical Memorandum will be used to guide the full design of the project. It will include modeling output/results, performance criteria and design specifications for NBS, and quantification of project benefits for the community.

3. Direct Community Engagement: This project supports continued stakeholder efforts by engaging stakeholders to incorporate their input toward the design of NBS at Picnic Island Park and the Picnic Island Bayou. The deliverable is stakeholder meeting attendance sheets and meeting minutes.

4. Design and permitting of NBS: The City will procure professional services for the development of design plans and permitting through a competitive bid process in accordance with 2 CFR Part 200 to develop full design plans and documents. Based on completed conceptual designs and stakeholder

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engagement, elements included in the design plans and permitting for Picnic Island will be: a.) 380,000cy of dredge hole filling (7.5 acres), b.) 650ft of living shoreline (1 acre), 2 living breakwaters 750ft long each (5-acres), c.) 3 segments of 500ft each of longshore bars/intertidal reefs (1.65 acres), and two reinforced dunes of 750ft and 500ft. Elements included in the design plans for Picnic Island Bayou will be developed further during site assessment and community engagement and will likely include upland plantings, coordination with the Port's project to fill mosquito ditches, and an educational connector trail that will lead visitors through multiple ecosystems between Picnic Island and Picnic Island Bayou.

Project-specific Environmental Benefits: (Character Limit: 5000) *In addition to the discussion of anticipated environmental benefits in the Introduction section, provide a more detailed description of anticipated environmental benefits here.*

This Planning Project will specifically evaluate Nature Based Solutions (NBS) at the project location and quantify project benefits from implementing the recommended NBS. NBS recommended in the technical memorandum include dredged hole filling, living shoreline, living breakwater, longshore bar, and reinforced dune. Together, these provide a multi-layer system against wave impacts and erosion. Examples of expected benefits of implementing the recommended NBS include:

Dredge Hole Filling

- Beneficially reuse dredge material being disposed of by the port
- Improve habitat by reconnecting the shallow habitats on either side
- Provide resiliency against large waves

Living Shoreline

- Attenuate the energy, and height, of incoming waves
- Attenuate storm surge water levels along the shoreline
- Provide buffer to upland areas
- Reduce erosion of sediments and soils
- Attract and stabilize sediments
- Attract and sustain flora and fauna, which can assist in stabilizing the shoreline
- Improved habitat for wading birds and fish
- Planting to improve nutrient load reduction and improve water quality

Living Breakwater

- Attenuate the energy, and height, of incoming waves,
- Attenuate storm surge water levels along the shoreline,
- Shoreline protection and resiliency,
- Improve habitat for mangrove and marsh flora and fauna

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Intertidal Reef/Longshore Bar

- Wave attenuation
- Improvement of reef, submerged and intertidal habitats for flora and fauna

Reinforced Dune

- Provide additional beach habitat
- Reduce wave impacts to nearshore resources

Project-specific Metrics: Identify project-specific metrics for evaluating project and program objectives, and describe how the project success will be evaluated over time. The metrics identified for evaluating project objectives **should align with the metrics identified in the PIPER program description**, as well metrics described in the **Program Observational Data Plan (uploaded separately in PIPER - see the PIPER Application User Guide for details about completing a Program ODP)**. Update the metric selections for the overarching **program application or program amendment** in PIPER as needed to include all project metrics identified here.

PRM010 Research - Number of studies used to inform management- Enter the number of studies completed whose findings are used to adapt management/ inform mgmt. decisions. Four

Model Hydrodynamic Conditions

Baseline and Future Coastal Hazards/Impacts to the Community

Evaluate NBS and Quantify Project Benefits

Community Engagement

PRM011 Planning-Number of E&D plans developed-Enter the number of E&D packages developed. The number of plans should equal the number of completed packages (e.g., 100% design, certified), not the number of documents. One

100% Construction Documents, certified

PRM013 Planning-Number of environmental compliance documents completed Enter the number of environmental compliance documents produced/compiled. Two

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Environmental Resource Permit – Florida Department of Environmental Protection or Southwest
Florida Water Management District

Individual 404 Permit – Army Corps of Engineers

Project-specific Risk: (Character Limit: 9500) *Using best available science, summarize risks and uncertainties associated with the project, along with proposed measures to mitigate such risks and uncertainties. In general, risks and uncertainties should be considered in both the near- and long-term, and with respect to the anticipated lifespan of the proposed project/program. This section may provide perspective on such risks and uncertainties relative to the potential benefits of the proposed project. For example, a long-term risk to the project posed by sea level rise might be offset by the potential near- and mid-term environmental benefits of the project. Conversely, a potential benefit of the proposed project might be the mitigation of future risks associated with sea level rise, subsidence, and/or storms.*

The risk associated with completing project planning, design and engineering is generally low. However, implementation of NBS at the project site at the scale anticipated for a future implementation project carries many risks. This planning project is anticipated to minimize those implementation risks.

As noted in the project specific methods, site assessment will consist of a.) modeling hydrodynamic conditions, b.) determining baseline and future coastal hazards/impacts to the community and c.) evaluating NBS and quantifying project benefits. This will contribute to the best available science and will further reduce uncertainties during the anticipated project lifespan. Additional details for those subtasks is as follows:

A. Model Hydrodynamic Conditions: Determining the efficacy of NBS and maximizing NBS to reduce flood risk requires a quantitative basis that can only be provided by numerical modeling due to the need of high temporal and spatial data. NBS may only affect the local scale (10m to several km), but the normative hydrodynamic conditions are determined by processes on a much larger scale (100km). Therefore, a train of models, consisting of three cascading tiers, is proposed to determine and downscale these normative hydrodynamic conditions as well as describe flood hazards and impacts to nearby Port Tampa City. Tier 1 is a large-scale offshore decoupled flow and wave model, which will provide the boundary conditions for the local Tier 2 models of Tampa Bay. Tier 2 encompasses detailed and coupled flow and wave models of Tampa Bay that can represent the effects of NBS on flow and waves, as well as wind-induced wave growth inside the bay. Tier 2 models will generate the boundary conditions for the inundation and damage models in Tier 3 as well as provide input for assessing the longevity of NBS because they can be calibrated and validated to local or historical observations. Tier 3 are high-resolution overland flooding or inundation models, and the results of Tier 3 models will be used as input for damage models such as Delft-FIAT or equivalent. For reference, Delft-FIAT combines

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the obtained hazard information, available exposure data and vulnerability such as FEMA's HAZUS depth-damage functions, to determine the direct economic damages of flooding events or recurrence interval storm events.

B. Determine Baseline and Future Coastal Hazards/Impacts to the Community: Following set-up of the three cascading tiers of models, baseline coastal hazards as well as impacts to Picnic Island Park, Picnic Island Bayou, and Port Tampa City will be evaluated by model runs of several recurrence interval storm events, i.e., 25-year, 50-year, 100-year. Storm surge and wave heights for the storm events will be determined ideally by a synthesized hurricane wind system based on an optimized storm track for Tampa Bay. In addition, appropriate/relative sea level rise projections will be incorporated into the model runs to assess future impacts from climate change and associated risk to people and places, specifically how coastal hazards like seasonal high tide flooding and storm surge and their associated impacts to the community will change over time during the proposed planning horizon/project life.

C. Evaluate NBS and Quantify Project Benefits: Following the determination of baseline and future coastal hazards and impacts to the community, conceptual NBS will be incorporated into the models for evaluating their overall effectiveness to reduce wave energy, mitigate storm surge, and limit overlanding flooding or inundation. The scale and scope of conceptual NBS that will be incorporated into the models includes those proposed at Picnic Island Park and the Picnic Island Bayou as well as any suitable habitat restoration activities – also considered a NBS. As noted previously, the Picnic Island Bayou has been altered and it is likely that topographic and hydrologic restoration there will contribute to greater community resilience and benefits to wildlife. This activity is likely to become an iterative process with adjustments to the locations and dimensions of NBS and subsequent model runs to illustrate how and to what degree NBS influence flood elevations/depths, wave heights, are of inundation, duration of flooding, and economic/financial impacts to the community (i.e., flood losses). Additionally, the locations and dimensions of NBS will also influence the extent of new/additional or enhanced habitat and associated improvements to water quality and the potential for additional carbon sequestration. Furthermore, feedback and recommendations obtained through direct community engagement is expected to lead to additional refinements of the locations and dimensions of NBS and more model runs for quantifying the final project benefits listed previously.

Project-specific Collaboration: (Character Limit: 1000) *As applicable, describe how collaboration was used to identify, develop, and/or refine the proposed project. If applicable, the workplan should also include a description of the partnerships that will be used to advance the proposed project.*

The project will take place at Picnic Island Park and the Picnic Island Bayou approximately one mile from Port Tampa City. This diverse frontline community will benefit most from the project. Based on the American Community Survey 5-year data (2016-2020), the population of Port Tampa City is 15,373 residents, composed of approximately 59% White, 12% Black, 18% Hispanic or Latino, and 11% Asian/American Indian/Pacific Island communities. The median age is 37 years old with an equal ratio of males to females. Median household income is \$64,274 slightly above the median household income of Hillsborough County (\$60,566) and the State of Florida (\$57,703). The City of Tampa has initially engaged with representatives from CAPT, FWC, MacDill AFB, the TBEP, and the TBRPC during the development of conceptual plans for NBS at Picnic Island Park. This project will continue

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stakeholder engagement throughout the design process. The City of Tampa has received letters of support for the project from CAPT, MacDill AFB, TBEP, and TBRPC.

Project-specific Public Engagement, Outreach, and Education: (Character Limit: 2500) Workplans should describe public engagement activities and stakeholder input that was considered in the selection of the project.

The City of Tampa has initially engaged with representatives from CAPT, FWC, MacDill AFB, the TBEP, and the TBRPC during the development of conceptual plans for NBS at Picnic Island Park. This project will continue stakeholder engagement throughout the design process.

Project-specific Leveraging: Include a description of any resources that may be leveraged with this workplan. Information needed to complete this section:

Funds: Enter the amount of funds being leveraged

Type: Select one: Co-funding, Adjoining, Builds on other work

Status: Select one: Proposed, Committed, Received

Source: Indicate the name of the agency/organization providing the leveraging funds

Source Type: Select one: Other Federal (i.e. Other than RESTORE Council), State, Local Funder, Corporate/For Profit, Not for Profit, Other

Description: Provide a brief narrative for the leveraging funding you are including with your proposal. (750 characters maximum)

*Note: This information should be consistent with leveraging information included (and updated with this workplan, as appropriate) in the **program application or program award amendment** in PIPER.*

Environmental Compliance: Provide an overview of the Environmental Compliance documentation that will be updated as part of this project, if applicable. Environmental Compliance documentation is not needed for workplans that involve only planning activities. Implementation funding will not be released until the sponsor has provided documentation demonstrating compliance with all applicable environmental laws. **Note:** The Project-specific Environmental Compliance Checklist below must be completed for workplans involving implementation funding. If a workplan involves only planning funds, the Environmental Compliance Checklist does not apply.

Federally-Recognized Tribes	
Is this workplan submitted on behalf of a Federally-recognized tribe?: Yes/No	Federally Recognized Tribes: If, "Yes", indicate all Federal Tribes associated with the workplan. Multiple tribes may be identified.

Note for Recipients: External best available science reviews will be conducted for all applicable submitted project-specific workplans. Applicants should provide the appropriate technical justification and citations that support their assertions of project benefits and appropriateness of their methods.

Please refer to the [PIPER Application Module Guidelines](#) for additional information and definitions of the terms below.

Note: *This information should be consistent with Tribal information included in the Program Award record in PIPER.*

Bibliography: *Please list all literature cited in the workplan, and please provide the appropriate links where available. (Character Limit: None)*

City of Tampa's Sea Level Rise Study, <https://www.tampa.gov/city-planning/sea-level-rise-study>

Preliminary Technical Memorandum, Picnic Island, The Nature Conservancy Mangrove Engagement Restoration Management (MERM) Pilot Project Tampa Bay, FL June 29, 2022. Prepared by HDR.

Note for Recipients: External best available science reviews will be conducted for all applicable submitted project-specific workplans. Applicants should provide the appropriate technical justification and citations that support their assertions of project benefits and appropriateness of their methods.

Please refer to the [PIPER Application Module Guidelines](#) for additional information and definitions of the terms below.

Milestones
<p>Project-specific Milestones: List the project-specific milestones associated with the project. Each project should have at least one project-specific milestone. In the milestone name, include the unique identifier for the project (e.g., NBT1 - engineering and design). Detailed or interim steps to reach project milestones (e.g., 30%, 60% design plans) can be described in the scope of work within the project narrative, or other narratives.</p> <p><i>Note: Each milestone indicated here will need to be added using in PIPER with associated activities and project-specific deliverables identified. If workplans are added as part of an application, this can be done through the Application module. If workplans are added as part of a program amendment, milestones should be added using the “Post-award Milestones” function in PIPER.</i></p> <p>GCRP4 – Site Assessment Reports Milestone Type: Reports Milestone Description: Final site assessment reports Start Date: TBD End Date: TBD Estimated Budget: \$400,000</p> <p>GCRP4 – Community Engagement Milestone Type: Final Report Milestone Description: Final Community Engagement report and recommendations Start Date: TBD End Date: TBD Estimated Budget: \$50,000</p> <p>GCRP4 - Engineering & Design Milestone Type: Engineering and Design Milestone Description: 100% construction plans and specifications Start Date: TBD End Date: TBD Estimated Budget: \$1,400,000</p> <p>GCRP4 - Permitting Milestone Type: Environmental Compliance Milestone Description: Secure all required authorizations from regulatory agencies. Permits may be required from the Corps of Engineers and Florida Department of Environmental</p>

Note for Recipients: External best available science reviews will be conducted for all applicable submitted project-specific workplans. Applicants should provide the appropriate technical justification and citations that support their assertions of project benefits and appropriateness of their methods.

Please refer to the [PIPER Application Module Guidelines](#) for additional information and definitions of the terms below.

Protection.
Start Date: TBD
End Date: TBD
Estimated Budget: \$150,000

Environmental Compliance Checklist

Environmental Compliance: *The Environmental Compliance Checklist is shown in Appendix B. The environmental compliance checklist provided in Appendix A summarizes the status of the project with respect to applicable environmental laws. All requests for FPL Category 1 funding approval for implementation activities that could have environmental impacts must be accompanied by up-to-date documentation of compliance with NEPA, ESA, NHPA, MSA, and FWCA, as applicable. See Appendix A for instructions for uploading this documentation.*

Uploads

Main Uploads:

*-The following should be included with your **program application or program amendment** uploads in PIPER:*

- Program Observational Data Plan (updated to include the new project(s))*
- GIS information for the Program including the new project along with ISO metadata that describes the project location using either points, lines, or polygons. The downloadable GIS Template to upload is located [here](#). Please contact Michelle Fischer (michelle.fischer@restorethegulf.gov) with any questions regarding GIS information.*

Note for Recipients: External best available science reviews will be conducted for all applicable submitted project-specific workplans. Applicants should provide the appropriate technical justification and citations that support their assertions of project benefits and appropriateness of their methods.

Please refer to the [PIPER Application Module Guidelines](#) for additional information and definitions of the terms below.

Once completed, this workplan template should be uploaded to the Program award record in PIPER, and any necessary changes to the PIPER information should be completed and submitted for Council staff review.

In addition, budget information for this project will need to be submitted and uploaded in GrantSolutions. For a complete list of the information to be submitted with a workplan amendment request please see the [Program Application Requirements Checklists](#).

Note for Recipients: External best available science reviews will be conducted for all applicable submitted project-specific workplans. Applicants should provide the appropriate technical justification and citations that support their assertions of project benefits and appropriateness of their methods.

Appendix A

Environmental Compliance Checklist. *The checklist is not applicable to planning, education, and outreach activities that do not involve or lead directly to ground-disturbing activities that may have significant effects individually or cumulatively, and do not commit the Council or its applicants to a particular course of action affecting the environment. The checklist must be completed for all requests for funding approval that could have environmental impacts. In addition, all requests for FPL Category 1 funding approval for implementation activities that could have environmental impacts must be accompanied by up-to-date documentation of compliance with NEPA, ESA, NHPA, MSA, and FWCA, as applicable. For each law listed on this page: Indicate whether the requirement has been addressed (or if it is not applicable to your project).*

Planning, Environmental Education and Outreach: *The environmental compliance checklist should not be completed for Council-Selected Restoration Component activities that involve only planning, outreach and/or environmental education (with no approval of implementation funding).*

<i>Activity Name (as listed in FPL or SEP):</i>	<i>Is this checklist for a project within an approved program? (Yes/No/N/A)</i>	<i>For projects within programs, provide name of specific project:</i>
Environmental Requirement	Has the Requirement Been Addressed? (Check “N/A” if the requirement does not apply in this case.)	Compliance Notes and documentation uploads (e.g., title and date of document, permit number, weblink etc.)
National Environmental Policy Act	___ Yes ___ No ___ N/A	
Endangered Species Act	___ Yes ___ No ___ N/A	
National Historic Preservation Act	___ Yes ___ No ___ N/A	
Magnuson-Stevens Act	___ Yes ___ No ___ N/A	
Fish and Wildlife Coordination Act	___ Yes ___ No ___ N/A	
Coastal Zone Management Act	___ Yes ___ No ___ N/A	
Coastal Barrier Resources Act	___ Yes ___ No ___ N/A	
Farmland Protection Policy Act	___ Yes ___ No ___ N/A	
Clean Water Act Section 404	___ Yes ___ No ___ N/A	
River and Harbors Act Section 10	___ Yes ___ No ___ N/A	
Clean Water Act Section 401	___ Yes ___ No ___ N/A	
Marine Protection, Research and Sanctuaries Act	___ Yes ___ No ___ N/A	
Marine Mammal Protection Act	___ Yes ___ No ___ N/A	
National Marine Sanctuaries Act	___ Yes ___ No ___ N/A	
Migratory Bird Treaty Act	___ Yes ___ No ___ N/A	
Bald and Golden Eagle Protection Act	___ Yes ___ No ___ N/A	
Clean Air Act	___ Yes ___ No ___ N/A	
Other application environmental laws or regulations	___ Yes ___ No ___ N/A	



EBO Guidelines for Evaluation Points on RFP and CCNA Proposals

Points Pursuant to Designated Industry Category: _____ DMI-71 FORM (Refer to DMI 50 Form - Good Faith Efforts (GFE) Outreach)		
	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.



EBO Guidelines for Evaluation Points on RFP and CCNA Proposals

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.



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.
- **Quote 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



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.



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 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 GFECF 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.

**RFQ TRANSMITTAL MEMORANDUM
FOR A SUBMITTAL TO THE CITY OF TAMPA, FLORIDA**

TRANSMITTAL DATE: _____

RFQ NO. & TITLE: 25-D-00030 Picnic Island Park Nature Based Solutions Program

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:

☐ Individual/Sole Proprietor
☐ Limited Liability Company

☐ Joint Venture (JV)*
☐ Other: _____

☐ Partnership (PN)*

☐ Corporation

FIRM CONTACT NAME: _____

EMAIL: _____

PHONE: _____

CERTIFICATIONS:

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

License/registration/certification no(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 data/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: ☐ Sole Prop ☐ Pres ☐ Sr VP ☐ Gen Ptnr ☐ LLC Auth.Mbr/Mgr
☐ Other _____ (attach proof of authority)