

SOLICITATION #: FY17-RFQ-02

Request for Qualifications For Meacham Urban Farm Operator



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Nicholas W. Dickerson, Contracting Officer
5301 W. Cypress St.
Tampa, FL 33607
813-341-9101, ext. 3500

DEADLINE

Wednesday, November 15, 2017 @ 2:00 P.M.



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Request for Qualifications
For
Meacham Urban Farm

Solicitation No. FY17-RFQ-02
October 4, 2017

The Housing Authority of the City of Tampa (Authority) is seeking Qualification Based Proposals from experienced qualified Urban Farmers (Farm Partner) for the purpose of agricultural business development and increasing the availability of healthy, locally-grown food in Tampa, Florida; with opportunities to shorten seed-to-plate distance, support farm-to-school linkages, and serve as a best practice for urban farming. The successful Farm Partner must be capable of providing planning, design, and operation of an Urban Farm business. The Farm Partner will be given a five year lease of a 2 acre site located within the Encore development. This land is owned by the Hillsborough County School District and will be leased back to the Authority for Urban Farming purposes. The Farm Partner will also be granted funds for the preparation of the site, design and construction of necessary facilities for farming, education portable building, and a Farm Stand, as well as equipment, materials, and supplies to support up to 50% of the start-up cost for the first year's operation of the Farm. The Farm Partner will be required to financially and operationally manage the Urban Farm as a high production farm operation for a minimum of 5 years with no additional financial support from the Authority. In exchange for the start-up funding the Farm Partner will be required to accommodate the needs of other Authority Partners including Florida Education Foundation and Hillsborough County School District in their efforts to develop curriculum, organize and deliver urban agricultural educational programs to the local community and public school children. Such accommodations shall include but not be limited to: meetings with partners in the planning and development of educational curriculum, providing on site demonstrations of farming techniques, accommodating school classes on site not less than once per week for a day of urban agricultural education, and occasional tours and outreach promoting the various benefits of urban farming.

The Authority is seeking in a Farm Partner a financially and operationally experienced and successful privately-owned business model which can develop and operate the Urban Farm for high production of locally grown organic fresh fruits, vegetables, and honey for sell to local businesses and the public. The Farm Partner shall establish business relationships with local restaurants and grocers which it will do business with, as well as the local community who should be able to purchase, at affordable prices, such produce from the farm stand on select days of operation. We also encourage other outreach and community engagement efforts by the Farm Partner as so motivated.

The Farm operations shall be first and foremost a business activity, managed and owned by the private Farm Partner, to demonstrate a successful business model for Urban Agriculture and serve as a best practice for community engagement, awareness and education on healthy eating and more sustainable ways to provide for fresh healthy food choices in urban communities.

All respondents to this RFQ shall submit as part of their proposal a business plan which details

funding available for start-up and sustaining operations post start-up year. Financial resources may be evidenced from letters of credit from a banking institution showing Farm Partner has available credit for operations or other acceptable documentation. The business plan shall contain a list of items it proposes to produce for sell as well as days and hours of operations for the Farm Stand which shall be operated onsite. The business plan shall also contain a detail breakdown on what funding would be necessary for the site prep (clearing, water, electric connections, fencing, paving, etc) as well as initial year equipment, supplies and materials necessary for its first planting season. It is the intention of the Authority to fund all site prep costs as well as up to 50% of the cost of the initial year start-up costs consisting of equipment, supplies and materials. No Authority funding will go toward direct Farm Partner staffing costs only third-party costs necessary for site prep and the start-up of farming activities. A maximum budget will be made available for activities related to site clearing, site improvements, and initial year startup costs for the Farming operation, subject to negotiations between THA and the Farm Partner. This budget will be established from the Farm Partners business plan submittal and negotiations between the parties.

A formal agreement will be negotiated and executed between the Authority and the Farm Partner which shall contain a lease as well as detailed scope of work and budget breakdown. The THA intends to award a single contract to the most experienced and responsive individual or company whose experience, capacity, and proposal is most advantageous to the Authority.

Once proposals have been evaluated and ranked, the THA will use the competitive negotiation process to negotiate a contract with the top qualified respondent. Such negotiations must produce a business plan for the Farm operations that includes detailed breakdown of start-up elements as well as long term (5 years or more) sustained operations of the Farm. The Authority reserves the right to negotiate a contract with the second highest ranked (and so on) firm if negotiation success is not reached with the first ranked respondent.

SUBMISSION REQUIREMENTS

Submit **one (1) original and five (5) copies of your proposal** submitted in accordance with this RFQ and to the address listed below:

MAIL OR HAND DELIVER PROPOSALS TO:

Nicholas Dickerson, Contracting Officer
Housing Authority of the City of Tampa
5301 West Cypress Street
Tampa, Florida 33607

SUBMISSION DEADLINE:

Time: 2:00 p.m. (prevailing Tampa, Florida time)

Date: Wednesday, November 15, 2017

IMPORTANT: Proposals received after this time will be subject to rejection by the Tampa Housing Authority. Also proposals which do not conform to the requirements, including organization of the proposal, will receive reduced scores in accordance with the evaluation

criteria.

All proposals shall contain the following identification clearly marked on the outside of the sealed envelope:

**Request for Qualifications for
Urban Farm Partner
Solicitation No. FY17-RFQ-02**

Submissions shall be concise but comprehensive enough to convey the required experience and capabilities; and arranged in accordance with this request, tabbed in accordance with each of the below listed evaluation criteria and required components.

EVALUATION COMPONENTS:

No.	Criteria	Weight
1	Comprehensiveness and quality of respondent’s Business Plan detailing the business approach, type of farming to be used, staffing, financial projections showing estimates of site clearing and improvements, start-up costs, initial operating year, stabilized operations, etc.	20%
2	Experience with growing for market production	30%
3	Commitment and ability to carry out plans to increase the availability of fresh produce in the City of Tampa and plan for making available a portion of the harvest, at affordable prices, to the general public via the Farm Stand.	20%
4	Commitment and ability to support school engagement strategies and educational programs.	20%
5	Proposed plan to comply with and incorporate local MBE and Section 3 hiring goals into the Contract.	5%
6	Completeness and general responsiveness to this Request for Qualifications.	5%

SUBMISSIONS SHALL INCLUDE THE FOLLOWING REQUIRED COMPONENTS:

1. A Letter of Interest.
2. Business Plan for the Urban Farm. The business plan shall be comprehensive in nature and convey the full scope of the proposed operations along with financial resources, budgets for establishing the farm, and estimated operating projections through year 5.
3. Evidence of the firm’s efforts to encourage and utilize minorities, minority business enterprise firms, and section 3 businesses and workers in its operations. Include specific areas or disciplines where minority sub-consultants or vendors are proposed to be utilized and projection of anticipated local hiring of Section 3 residents.
4. Documentation in sufficient detail to substantiate each of the above listed evaluation criteria.
5. Not less than three recent professional references.
6. Completed form HUD-5369-C “Certifications and Representations of Offerors.”
7. Completed Non-collusive Affidavit.

Minority Business Enterprise and Section 3 Participation

In accordance with Department of Housing and Urban Development regulations, there shall be a goal of not less than 20% for the purpose of awarding contracts to minority business enterprises (MBE's) or prime consultants with MBE participation of at least 20% of the total contract effort. **MBE** is defined as a business that is owned or controlled by one or more socially or economically disadvantaged persons. Such persons include African-Americans, Puerto Ricans, Spanish-Speaking Americans, Native Americans, Eskimos, Aleuts, Hasidic Jewish persons, Asian Pacific Americans, and Asian Indians.

Furthermore, in accordance with Section 3 of the U.S. Housing and Urban Development Act of 1968, as amended, the Housing Authority of the City of Tampa requires all contractors and consultants to adopt a goal of ensuring that 30% of all "new hires" are section 3 residents and that 10% of all subcontracts are considered for section 3 business concerns.

Section 3 means section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).

Section 3 resident means:

- (1) A public housing resident; or
- (2) An individual who resides in the metropolitan area or non-metropolitan county in which the section 3 covered assistance is expended, and who is a **low-income person** (a person whose incomes do not exceed 80% of the median income.)

Section 3 business concern means a business concern:

- (1) That is 51 percent or more owned by section 3 residents; or
- (2) Whose permanent, full-time employees include persons, at least 30 percent of whom are currently section 3 residents, or within three years of the date of first employment with the business concern were section 3 residents; or
- (3) That provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs (1) or (2) in this definition of "section 3 business concern."

Questions:

For copies or questions regarding this request for qualifications you may contact Mr. Nicholas Dickerson, Contracting Officer via email only at Nicholas.dickerson@thaf1.com.

THE HOUSING AUTHORITY OF THE CITY OF TAMPA RESERVES THE RIGHT TO REJECT ANY AND ALL SUBMISSIONS AND TO WAIVE ANY INFORMALITIES IN THE SOLICITATION PROCESS.

THE HOUSING AUTHORITY OF THE CITY OF TAMPA IS AN EQUAL OPPORTUNITY EMPLOYER BY ORDER OF JEROME D. RYANS, PRESIDENT/CEO.

Site Plan and Grant Background Information



City of Tampa Zoning Information
Condition #4 of the PD site plan approved for REZ 14-20 by Ordinance No. 2014-66.

GENERAL NOTES

ZONING AND LAND USE:

1. The area subject to this rezoning petition shall remain under a unified development plan. The graphics contained herein are conceptual and depict the representative development pattern. Development of each individual parcel shall be required to be reviewed by the Development Review Committee for consistency with conditions of the approved Planned Development and Land Development Regulations prior to issuance of any permits. Each review submittal shall include detailed site plans and building elevations consistent with Sec. 27-228(e)(3) of the City Code. The Encore Project is subject to an Amended and Restated Master Development Agreement incorporated here by reference into this zoning site plan.

2. This PD shall be subject to the specific requirements contained within the notes included on this site plan and the booklet entitled "Encore (f/k/a Central Park) Community Redevelopment Vision" dated April 11, 2014 (herein referred to as "Vision Book"). The Vision Book is intended to establish various quality guidelines and design standards for the proposed development.

3. Maximum residential unit counts by lot (specified on the site plan) may be increased by no more than 10% with approval from the Development Review Committee. The total unit count is subject to use of the trade-off mechanism table. Any change proposed to a use permitted within a specific Lot above or below the unit count or square footage set forth in the lot description on the rezoning site plan shall be deemed consistent with Section 27-228 of the City Code so long as the setbacks and height limitations applicable to the lot being developed are not exceeded.

4. Lots 2, 3, 4, and 7 are approved for multifamily residential use and commercial development shall be permitted on street frontage as shown on site plan. Lots 5, 8, 9, 10 and 11 may also be developed with multifamily residential units. The mix of rental and for-sale units shall be in response to market conditions. The Amended and Restated Master Development Agreement dictates the residential lots designated for affordable housing and the minimum required market rate units within said lots. Restaurant, retail and other commercial areas may include features such as outdoor seating areas, balconies and decorative awnings. Lots 5, 8, 9, 10, 11 and 12 shall be permitted to be developed with any one or a mix of uses identified in the rezoning site plan. Additionally, commercial development shall be permitted on any street frontage of Lot 8 as long as a portion of the total commercial square footage fronts on Ray Charles Boulevard. Commercial/Retail uses permitted shall include all uses permitted within the CG zoning district, as well as trade school. Office uses permitted shall include all types of office use including, but not limited, to business, professional, research/development and medical. Drive-in windows may be reviewed and approved subject to the associated Special Use Criteria, Section 27-132, at the time of Incremental Site Plan Review. If the plan is not approvable administratively, a formal Special Use 2 application may be filed to be considered for City Council approval.

Lot 1 is approved for school use. Lot 1, if developed as a School, shall provide separate drop off and pick up locations for parents and buses within the site and will meet all Transportation Technical Standards. In the event Lot 1 is not developed as a school, residential land uses may be developed in this location. If developed for residential uses the building(s) shall be setback a minimum of 10 feet from Scott Street and Perry Harvey Sr. Park, 5 feet from Governor Street and 0 feet from Kay Street. As an interim use, Lot 1 may be utilized for an urban farm. This urban farm interim use is permitted for five years from the date the urban farm is first permitted. The permitted uses include the production of fresh produce, flowers, spices and the production/harvesting of honey (beekeeping) for sale to businesses and individuals. On-site sale of produce, flowers, spices and honey shall be permitted in an agricultural stand setting. No livestock shall be permitted to be produced or sold.

Structures on-site related to the urban farm shall be limited to use for classrooms, greenhouses, agricultural stand purposes, and equipment storage. Buildings associated with the urban farm shall be setback 10 feet from Scott Street, Perry Harvey Sr. Park, Kay Street and Governor Street, and shall be no more than 30 feet in height. Bee keeping on-site shall be located only on the western half of Lot 1.

Identification, directional, and way finding signage shall be permitted per the Sign Code.

Temporary parking shall be provided at a ratio of 0.5 spaces per employee, and if an agricultural stand is constructed, 3 spaces shall be provided to support the agricultural stand use for every 1,000 s.f. of stand area. Paving of parking associated with the urban farm shall not be required unless otherwise required by ADA regulation and then only to such extent necessary to comply with ADA requirements.

Agricultural stand use and Urban Farm shall only operate between the hours of 7:00 a.m. to 8:00 p.m.

5. Alcoholic beverage sales are anticipated for special events, restaurants and other commercial uses within the project, and shall be subject to alcoholic beverage permit approval by the City of Tampa pursuant to City Code Sec. 27-132 of the City Code

6. Maximum building heights for Lots 9 and 10 shall be governed by FAA and HCAA airspace permitting. Maximum building heights for the balance of Encore are shown by lot on the rezoning site plan.

7. Minimum building setbacks will be provided as follows:

Blanche Armwood Street, Central Avenue, Governor Street, Harrison Avenue: 5'

Nebraska Avenue: 30'

Scott Street: 10'

Ray Charles Boulevard and Hank Ballard Street: 0'

8. All vertical development will be subject to review by the Urban Design Coordinator at 30%, 60%, and 90% design review.

9. Each lot will have varied architectural design through massing, materials, color palette, and height. The project will be developed in conformance with the Vision Book.



SCALE:

HUD-5369-C “Certifications and Representations of Offerors.”



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Certifications and Representations of Offerors

Non-Construction Contract

Public reporting burden for this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

This form includes clauses required by OMB's common rule on bidding/offering procedures, implemented by HUD in 24 CFR 85.36, and those requirements set forth in Executive Order 11625 for small, minority, women-owned businesses, and certifications for independent price determination, and conflict of interest. The form is required for nonconstruction contracts awarded by Housing Agencies (HAs). The form is used by bidders/offers to certify to the HA's Contracting Officer for contract compliance. If the form were not used, HAs would be unable to enforce their contracts. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

1. Contingent Fee Representation and Agreement

(a) The bidder/offeror represents and certifies as part of its bid/offer that, except for full-time bona fide employees working solely for the bidder/offeror, the bidder/offeror:

- (1) has, has not employed or retained any person or company to solicit or obtain this contract; and
- (2) has, has not paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(b) If the answer to either (a)(1) or (a) (2) above is affirmative, the bidder/offeror shall make an immediate and full written disclosure to the PHA Contracting Officer.

(c) Any misrepresentation by the bidder/offeror shall give the PHA the right to (1) terminate the resultant contract; (2) at its discretion, to deduct from contract payments the amount of any commission, percentage, brokerage, or other contingent fee; or (3) take other remedy pursuant to the contract.

2. Small, Minority, Women-Owned Business Concern Representation

The bidder/offeror represents and certifies as part of its bid/offer that it:

- (a) is, is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.
- (b) is, is not a women-owned small business concern. "Women-owned," as used in this provision, means a small business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.
- (c) is, is not a minority enterprise which, pursuant to Executive Order 11625, is defined as a business which is at least 51 percent owned by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals.

For the purpose of this definition, minority group members are:

(Check the block applicable to you)

- | | |
|---|---|
| <input type="checkbox"/> Black Americans | <input type="checkbox"/> Asian Pacific Americans |
| <input type="checkbox"/> Hispanic Americans | <input type="checkbox"/> Asian Indian Americans |
| <input type="checkbox"/> Native Americans | <input type="checkbox"/> Hasidic Jewish Americans |

3. Certificate of Independent Price Determination

(a) The bidder/offeror certifies that-

- (1) The prices in this bid/offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder/offeror or competitor relating to (i) those prices, (ii) the intention to submit a bid/offer, or (iii) the methods or factors used to calculate the prices offered;
- (2) The prices in this bid/offer have not been and will not be knowingly disclosed by the bidder/offeror, directly or indirectly, to any other bidder/offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and
- (3) No attempt has been made or will be made by the bidder/offeror to induce any other concern to submit or not to submit a bid/offer for the purpose of restricting competition.

(b) Each signature on the bid/offer is considered to be a certification by the signatory that the signatory:

- (1) Is the person in the bidder/offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or
- (2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above (insert full name of person(s) in the bidder/offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the bidder/offeror's organization);
(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate in any action contrary to subparagraphs (a) through (a)(3) above.

(c) If the bidder/offeror deletes or modifies subparagraph (a)2 above, the bidder/offeror must furnish with its bid/offer a signed statement setting forth in detail the circumstances of the disclosure.

4. Organizational Conflicts of Interest Certification

(a) The Contractor warrants that to the best of its knowledge and belief and except as otherwise disclosed, it does not have any organizational conflict of interest which is defined as a situation in which the nature of work under a proposed contract and a prospective contractor's organizational, financial, contractual or other interest are such that:

- (i) Award of the contract may result in an unfair competitive advantage;
- (ii) The Contractor's objectivity in performing the contract work may be impaired; or
- (iii) That the Contractor has disclosed all relevant information and requested the HA to make a determination with respect to this Contract.

(b) The Contractor agrees that if after award he or she discovers an organizational conflict of interest with respect to this contract, he or she shall make an immediate and full disclosure in writing to the HA which shall include a description of the action which the Contractor has taken or intends to eliminate or neutralize the conflict. The HA may, however, terminate the Contract for the convenience of HA if it would be in the best interest of HA.

(c) In the event the Contractor was aware of an organizational conflict of interest before the award of this Contract and intentionally did not disclose the conflict to the HA, the HA may terminate the Contract for default.

(d) The Contractor shall require a disclosure or representation from subcontractors and consultants who may be in a position to influence the advice or assistance rendered to the HA and shall include any necessary provisions to eliminate or neutralize conflicts of interest in consultant agreements or subcontracts involving performance or work under this Contract.

5. Authorized Negotiators (RFPs only)

The offeror represents that the following persons are authorized to negotiate on its behalf with the PHA in connection with this request for proposals: (list names, titles, and telephone numbers of the authorized negotiators):

6. Conflict of Interest

In the absence of any actual or apparent conflict, the offeror, by submission of a proposal, hereby warrants that to the best of its knowledge and belief, no actual or apparent conflict of interest exists with regard to my possible performance of this procurement, as described in the clause in this solicitation titled "Organizational Conflict of Interest."

7. Offeror's Signature

The offeror hereby certifies that the information contained in these certifications and representations is accurate, complete, and current.

Signature & Date:

Typed or Printed Name:

Title:

Non-Collusive Affidavit



NON COLLUSIVE AFFIDAVIT

State of _____)

County of _____)

_____, being first duly sworn,

deposes and says,

That he\she _____ the party making the foregoing proposal or bid is genuine and not collusive or sham; that the said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference, with any person, to fix the bid price or any other bidder, to fix any overhead, profit or cost element of said bid price, or that of any other bidder, or to secure any advantage against the Housing Authority of the City of Tampa or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

SIGNATURE _____

TITLE _____

COMPANY NAME _____

Bidder, if the Bidder is an Individual
Partner, if the Bidder is a Partnership
Officer, if the Bidder is a Corporation

Subscribed & sworn to before me

This _____ day of _____, 20____.

My Commission expires _____, 20____.

END OF NON COLLUSIVE AFFIDAVIT



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Contractor Certification of Efforts to Fully Comply with Contracting, Employment and Training Provisions of Section 3

The bidder represents and certifies that as part of its bid/offer it:

D Is a Section 3 Business concern.

A Section 3 Business concern means a business concern:

1. That is 51% or more owned by Section 3 Resident(s); or
2. Whose permanent, full-time employees include person at least 30% of whom are current Section 3 residents, or within the last three years of the date of first employment with the business concern were Section 3 residents; or
3. That provides evidence of a commitment to subcontract in excess of 25% of the dollar value of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraph 1 or 2 herein.

D Is Not a Section 3 Business concern but who has and/or will continue to seek compliance with Section 3 by certifying to the following efforts as being undertaken.

EFFORTS TO AWARD SUBCONTRACTS TO SECTION 3 BUSINESS CONCERNS: (Check all that apply)

- D** By contacting business assistance agencies, minority contractors associations and community organizations to inform them of the contracting opportunities and requesting their assistance in identifying Section 3 businesses which may solicit bids for a portion of the work.
- D** By advertising contracting opportunities by posting notices, which provide general information about the work to be contracted and where to obtain additional information, the common areas of the applicable development(s) owned and managed by the Housing Authority.
- D** By providing written notice to all known Section 3 business concerns of contracting opportunities. This notice should be in sufficient time to allow the Section 3 business concerns to respond to bid invitations.
- D** By following up with Section 3 business concerns that have expressed interest in the contracting opportunities.

D By coordinating meetings at which Section 3 business concerns could be informed of specific elements of the work for which subcontract bids are being sought.

D By conducting workshops on contracting procedures and specific contracting opportunities in a timely manner so that Section 3 business concerns can take advantage of contracting opportunities.

D By advising Section 3 business concerns as to where they may seek assistance to overcome barriers such as inability to obtain bonding, lines of credit, financing, or insurance, and aiding Section 3 businesses in qualifying for such bonding, financing, insurance, etc.

D Where appropriate, by breaking out contract work into economically feasible units to facilitate participation by Section 3 business concerns.

D By developing and utilizing a list of eligible Section 3 business concerns.

D By actively supporting and undertaking joint ventures with Section 3 businesses

EFFORTS TO PROVIDE TRAINING AND EMPLOYMENT TO SECTION 3 RESIDENTS (Check all that apply)

D By entering into a "first source" hiring agreements with organizations representing Section 3 residents.

D By establishing training programs, which are consistent with the requirements of the Department of Labor, specifically for Section 3 residents in the building trades.

D By advertising employment and training positions to dwelling units occupied by Category 1 and 2 Section 3 residents.

D By contacting resident councils and other resident organizations in the affected housing development to request assistance in notifying residents of the training and employment positions to be filled.

D By arranging interviews and conducting interviews on the job site.

D By undertaking such continued job training efforts as may be necessary to ensure the continued employment of Section 3 residents previously hired for employment opportunities.

Authorized Signature of the Bidder & Date



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SECTION 3 AND MBE PRE-AWARD COMPLIANCE CERTIFICATION	Housing Authority of the City of Tampa Contracting & Procurement 1529 West Main Street, Suite 213 Tampa, Florida 33607
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1. Contractor Name & Address (street, city, state, zip):	2. Contract Number and Description:	3. Dollar Amount of Contract:
	4. Contact Person:	5. Phone Number:
	6. Contracting Period:	7. Date Report Submitted:

Part I: Employment and Training of Section 3 Residents (If Prime Contractor is Section 3 Owned Check Here) D

<p>The employment and training component of section 3 applies to the prime contractor and all sub-contractors providing construction services and professional services to the Tampa Housing Authority. It is the responsibility of the Prime Contractor to enforce these same requirements within any sub-contracts.</p> <p>Instructions: Complete items A, B and C and adjoining worksheet</p> <p>A. Total Number of Current Employees? _____</p> <p>B. Total Number of Anticipated New Hires & Trainees? _____</p> <p>C. Total Number of Section 3 New Hires & Trainees? _____ (the established goal is 30% of Line B)</p>	Adjoining worksheet		
	(A) Job Category	(B) Number of anticipated new hires and trainees	(C) Number of column (B) that will be Section 3 residents
	Professional		
	Technical		
	Office/Clerical		
	Construction by Trade (list)		
	Other (List)		
	Total		

Part II: Subcontract awards – Section 3 and MBE (If Prime Contractor is Section 3 Owned Check Here) D

<p>The contracting component of section 3 and minority-owned business participation apply to all prime contractors and sub-contractors providing construction services, professional services, and supplies to the Tampa Housing Authority’s project. It is the responsibility of the prime contractor to enforce the same requirements within any sub-contracts.</p> <p>Instructions: All contractors must complete item D. Complete item E for construction contracts only. Complete item F for professional service and supplier contracts only. All contractors must complete item G.</p>	
D. Total dollar amount of all sub-contracts anticipated for this project?	\$ _____
Applies to construction contracts only:	
E. Total amount of anticipated Section 3 sub-contract awards? (The established goal is 10% of Line D)	\$ _____
Applies to professional service contracts and suppliers:	
F. Total amount of anticipated section 3 sub-contract awards? (The established goal is 3% of Line D)	\$ _____
Applies to all contracts:	
G. Total amount of anticipated minority-owned business contract awards? (The established goal is 20% of Line D)	\$ _____
<p>A minority-owned business is an entity that is 51% owned or controlled by one or more of the following minority group members: Black Americans, Hispanic Americans, Native Americans, Asian Pacific Americans, Asian Indian Americans and Hasidic Jewish Americans.</p>	

Part III: Certification

As a duly authorized representative of the prime contractor, it is hereby agreed that the prime contractor and all sub-contractors will make every effort to achieve at least the minimum levels for compliance with Section 3 and Minority- Owned Business participation goals. It is further understood that the undersigned will enforce and ensure compliance within all sub-contracts.

Signature:	Print Name and Title	Date
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SECTION 3 CONTRACTOR LIST

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HOUSING AUTHORITY OF THE CITY OF TAMPA
SECTION 3 CONTRACTORS LIST
Updated August 20, 2017

Company Name	Services Provided	Contact Name	Company Address	Contact Phone	Email
3-Vets, Inc.	Construction Painting, installation of windows and doors, construction / contract administration	Reggie Tim	1907 E. Hillsborough Ave., Suite 101 Tampa, FL 33610	813-237-8387 / 813-232-3894(fax)	vetinds@aol.com
Amack's Cleaning Service	General cleaning services	Alexis Mack	10422 Avelar Ridge Drive, Riverview, FL 33578	813-390-0644	lexmack63@gmail.com
Arcor Trading, Inc.	Painting, waterproofing	Juan Restrepo / Luis Arguello	P.O. Box 4149, Tampa, FL 33677	813-446-3225	luisgamin55@gmail.com
BJ Construction II, Inc.	General Construction	Ron Richardson	235 W. Brandon Blvd., Unit 182, Brandon, FL 33511	813-347-3028	Rrich13@bjconstruction2.com
BJ Enterprise II, Inc.	Real Estate, marketing, print shop and internet services	Ron Richardson	235 W. Brandon Blvd., Unit 182, Brandon, FL 33511	813-347-3028	Rrich13@bjconstruction2.com
Classie Ladies' Cleaning Service	General cleaning services	Classie McMillen	P.O. Box 16924, Tampa, FL 33687	813-856-8092	ClassieLadie35@gmail.com
D & R United Cleaning Services, Corp.	New Construction, Commercial and Residential cleaning	Diana Rebaza	1611 Prowmore Drive, Brandon, FL 33511	407-435-7032	drunitedcleaning@hotmail.com ; rebazadiana2007@hotmail.com
Darryl Ward's Painting	Construction Painting	Darryl Ward	27232 Big Sur Drive, Wesley Chapel, FL 33544	813-918-3806	dwmonavie@gmail.com
Faithful Cleaning Service To The Rescue	Commercial and Residential cleaning services	Michelle Henry	11307 N. 50th Street, Tampa, FL 33617	813-210-3616	faithfulcleaningservice17@yahoo.com

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Full of Hope Cleaning Services	Construction and Janitorial Cleaning	Hope Terrible	6913 Bon Air Dr., Apt. C Tampa, FL 33617	813-992-5382	hterrible@yahoo.com
I. B. B., Inc.	install privacy walls, retaining walls, buffer walls, sound walls, security walls, animal containment walls, enclosures, fencing, etc	Donald Burkett	2804 Lutz Lake Fern Rd., Tampa, FL 33558	813-949-4786	donb@burint.com
Johnson & Johnson Janitorial	Janitorial Cleaning, Construction Cleaning, Enviromental Services	Janice and Earl Johnson	7901 Bahia Ave., Tampa, FL 33619	813-629-6565 / 813-677-7317	Janice.johnson33@verizon.net
Johnson Hauling	Concrete stucco block, tree trimming, painting	Eugene Johnson	709 E. Lake Ave., Tampa, FL 33603	813-417-9116	johnsonhauling@yahoo.com
NuTech Roofing & Construction	Licensed Roofing Contractor, Licensed general contractor	Ramiro Rubio	11806 Baytree Drive, Riverview, FL 33569	813-787-9800	rrubio.group@gmail.com
Paramount Trim, Inc.	Trim, finishes, cabinetry, licensed general contractor	Walid Benkhaffed	7419 Savannah Lane, Tampa, FL 33637	813-927-1082	paramounttrim@yahoo.com
Pipeline Construction, LLC	Site preparation and underground utilities	Christopher Lee	1313 33rd Avenue, Tampa, FL 33603	813-927-6646	pipelinecontractingLLC@yahoo.com

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Special "K" Cleaning and Service Co.	Janitorial Cleaning and Window Cleaning	Lear Johnson Lockley	1112 Union Street, Tampa, FL 33607	813-258-9593	
Sunbelt Constructing Company LLC	Flooring	Mark Stalsitz	3109 Reseda Court, Tampa, FL 33618	813-312-4460	sunbelt.mark@gmail.com
SunScape Grounds Maintenance	Landscape and Lawn Maintenance	Demond Bryant	3624 18th Street N., Tampa, FL 33603	813-376-8755 / 813-247-3100	sunscapegmi@verizon.net
Usama Specialty Finishes, Inc.	Painting, Zolatone, Polomyx, Vari-Krom, Wall Covering, Waterproofing, Caulking and Sandblasting	Muqit Usama	28471 U.S. Highway 19 N, #500, Clearwater, FL 33761	727-725-9005 / 727-410-0166 / 727-726-7363 (fax)	usama57@verizon.net
Z's Fine Furniture, Inc.	Kitchen and bathroom cabinets install and refacing, furniture	Gina and Michael Zayas	4401 W. Jean Street, Tampa, FL 33614	813-323-3893 / 813-309-2339	mikezcabinets@gmail.com

**For Questions Regarding Section 3, please contact
Kelli Wyly, Administrative Assistant, Housing Authority of the City of Tampa
Office of Real Estate Development, 5301 W Cypress Street, Tampa, Florida 33607
813-341-9101 ext. 2590 or e-mail at kelli.wyly@thaf1.com**

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