



Construction Management Services for Water Main Replacement for Seminole Apartments

Solicitation No: FY18-RFQ-03

Issue Date: December 21, 2018

Submission Deadline: Friday, January 18, 2019 @ 2:00 p.m.
(Prevailing Tampa Florida time)

Site Visit: Tuesday, January 8, 2019 @ 10:00 a.m.

Last Day for Questions: Friday, January 11, 2019

TAMPA HOUSING AUTHORITY

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Tina D. Washington, Contracting Officer
5301 W. Cypress Street Tampa, Florida 33607
Phone: (813)341-9101, ext. 3500
Fax: (813)367-0760

AN EQUAL OPPORTUNITY EMPLOYER



REQUEST FOR QUOTE

Bid No. FY18-RFQ-03

Date Issued: December 21, 2018

The Housing Authority of the City of Tampa (the "Authority") will receive written quotes from qualified firms or individuals interested in Construction Management Services for Water Main Replacement for Seminole Apartments located at 4706 Muskogee Court, Tampa, FL 33610 **until 2:00 p.m. (prevailing Tampa, Florida time) on Friday, January 18, 2019.**

All quotes are to be submitted to the attention of the Contracting Officer, Tina Washington at tina.washington@thaf1.com. Bids received after the above stated time will not be considered.

The Authority will hold a site visit on **Tuesday, January 8, 2019 at 10:00 a.m.** at Seminole Apartments located at 4706 Muskogee Court, Tampa, FL 33610. This site visit is not mandatory. All interested bidders are strongly encouraged to attend.

All questions concerning the bid documents, requiring additional information, or clarification shall be submitted in writing to the Authority via e-mail to tina.washington@thaf1.com. All questions will be accepted until **Friday, January 11, 2019** and responded to in writing with addendum(s) issued to all prospective bidders by visiting the THA's website at <http://www.thaf1.com/Departments/Contract-n-Procurement/Default.aspx>.

The Contractor must ensure that employees and applicants for employment are not discriminated against because of race, color, creed, gender, disability, or national origin. The successful bidder will be required to present a certification of Affidavit Action Compliance.

In accordance with Department of Housing and Urban Development (HUD) regulations, the Authority is required to establish a goal of awarding at least 20 percent of the dollar value of construction contracts to Minority Business Enterprises (MBEs) or General Contractors with MBE participation. In accordance therewith, prime contractors are required to meet or exceed this 20% MBE participation goal by time of bid.

In accordance with Section 3 of the U. S. Department of Housing and Urban Development Act of 1968, the Authority requires all construction Contractors, to the greatest extent feasible, to provide training, contracting and employment opportunities to low income residents residing in the Authority's public housing communities.

The Authority intends to award a contract on the basis of the lowest and most responsible TOTAL base bid and in a single Contract for all work to be performed in the above referenced project.



No quote shall be withdrawn for a period of sixty (60) days subsequent to the opening of without the prior written consent of the Authority.

The Authority reserves the right to waive irregularities and to reject any or all bids. Failure to submit a bid properly may result in rejection of the Bid. All documents that require notary services must be notarized.

Documents to be submitted with Bid

- Complete Bid Form, Section 00410.
- Sworn Statement Under Section 287.133(a), Florida Statutes, On Public Entity Crime Section 00460.
- Complete Section 3 & MBE Compliance Certification Form Section 00470.
- Complete Non-Collusive Affidavit, Section 00480.

Questions regarding this solicitation may be directed to the Authority by e-mailing tina.washington@thaf1.com.

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

END OF REQUEST FOR QUOTE

General Conditions for Non-Construction Contracts

Section II – (With Maintenance Work)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Office of Labor Relations
OMB Approval No. 2577-0157 (exp. 1/01/2014)

Public Reporting Burden for this collection of information is estimated to average 0.08 hours 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600; and to the Office of Management and Budget, Paperwork Reduction Project (2577-0157), Washington, D.C. 20503. Do not send this completed form to either of these addressees.

Applicability. This form HUD-5370C has 2 Sections. These Sections must be inserted into non-construction contracts as described below:

- 1) Non-construction contracts (*without* maintenance) greater than \$100,000 - use Section I;
- 2) Maintenance contracts (including nonroutine maintenance as defined at 24 CFR 968.105) greater than \$2,000 but not more than \$100,000 - use Section II; and
- 3) Maintenance contracts (including nonroutine maintenance), greater than \$100,000 – use Sections I and II.

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Section II – Labor Standard Provisions for all Maintenance Contracts greater than \$2,000
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1. Minimum Wages

- (a) All maintenance laborers and mechanics employed under this Contract in the operation of the project(s) shall be paid unconditionally and not less often than semi-monthly, and without subsequent deduction (except as otherwise provided by law or regulations), the full amount of wages due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Housing and Urban Development which is attached hereto and made a part hereof. Such laborers and mechanics shall be paid the appropriate wage rate on the wage determination for the classification of work actually performed, without regard to skill. Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein; provided, that the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination, including any additional classifications and wage rates approved by HUD under subparagraph 1(b), shall be posted at all times by the Contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.
- (b) (i) Any class of laborers or mechanics which is not listed in the wage determination and which is to be employed under the Contract shall be classified in conformance with the wage determination. HUD shall approve an additional classification and wage rate only when the following criteria have been met:
 - (1) The work to be performed by the classification required is not performed by a classification in the wage determination;
 - (2) The classification is utilized in the area by the industry; and
 - (3) The proposed wage rate bears a reasonable relationship to the wage rates contained in the wage determination.
- (ii) The wage rate determined pursuant to this paragraph shall be paid to all workers performing work

in the classification under this Contract from the first day on which work is performed in the classification.

2. Withholding of funds

The Contracting Officer, upon his/her own action or upon request of HUD, shall withhold or cause to be withheld from the Contractor under this Contract or any other contract subject to HUD-determined wage rates, with the same prime Contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics employed by the Contractor or any subcontractor the full amount of wages required by this clause. In the event of failure to pay any laborer or mechanic employed under this Contract all or part of the wages required under this Contract, the Contracting Officer or HUD may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment or advance until such violations have ceased. The Public Housing Agency or HUD may, after written notice to the Contractor, disburse such amounts withheld for and on account of the Contractor or subcontractor to the respective employees to whom they are due.

3. Records

- (a) The Contractor and each subcontractor shall make and maintain for three (3) years from the completion of the work records containing the following for each laborer and mechanic:
 - (i) Name, address and Social Security Number;
 - (ii) Correct work classification or classifications;
 - (iii) Hourly rate or rates of monetary wages paid;
 - (iv) Rate or rates of any fringe benefits provided;
 - (v) Number of daily and weekly hours worked;
 - (vi) Gross wages earned;
 - (vii) Any deductions made; and
 - (viii) Actual wages paid.
- (b) The Contractor and each subcontractor shall make the records required under paragraph 3(a) available for inspection, copying, or transcription by authorized representatives of HUD or the HA and shall permit such representatives to interview employees during working hours on the job. If the Contractor or any subcontractor fails to make the required records available, HUD or its designee may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance or guarantee of funds.

4. Apprentices and Trainees

- (a) Apprentices and trainees will be permitted to work at less than the predetermined rate for the work they perform when they are employed pursuant to and individually registered in:
 - (i) A bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration (ETA), Office of

Apprenticeship Training, Employer and Labor Services (OATELS), or with a state apprenticeship agency recognized by OATELS, or if a person is employed in his/her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by OATELS or a state apprenticeship agency (where appropriate) to be eligible for probationary employment as an apprentice;

(ii) A trainee program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, ETA; or

(iii) A training/trainee program that has received prior approval by HUD.

- (b) Each apprentice or trainee must be paid at not less than the rate specified in the registered or approved program for the apprentice's/trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Apprentices and trainees shall be paid fringe benefits in accordance with the provisions of the registered or approved program. If the program does not specify fringe benefits, apprentices/trainees must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification.
- (c) The allowable ratio of apprentices or trainees to journeyman on the job site in any craft classification shall not be greater than the ratio permitted to the employer as to the entire work force under the approved program.
- (d) Any worker employed at an apprentice or trainee wage rate who is not registered in an approved program, and any apprentice or trainee performing work on the job site in excess of the ratio permitted under the approved program, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed.
- (e) In the event OATELS, a state apprenticeship agency recognized by OATELS or ETA, or HUD, withdraws approval of an apprenticeship or trainee program, the employer will no longer be permitted to utilize apprentices/trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

5. Disputes concerning labor standards

- (a) Disputes arising out of the labor standards provisions contained in Section II of this form HUD-5370-C, other than those in Paragraph 6, shall be subject to the following procedures. Disputes within the meaning of this paragraph include disputes between the Contractor (or any of its subcontractors) and the HA, or HUD, or the employees or their representatives, concerning payment of prevailing wage rates or proper classification. The procedures in this section may be initiated upon HUD's own motion, upon referral of the HA, or upon request of the Contractor or subcontractor(s).
- (i) A Contractor and/or subcontractor or other interested party desiring reconsideration of findings of violation by the HA or HUD relating to the payment of straight-time prevailing wages or classification of work shall request such reconsideration by letter postmarked within 30 calendar days of the date of notice of findings issued by the HA or HUD. The request shall set

forth those findings that are in dispute and the reasons, including any affirmative defenses, with respect to the violations. The request shall be directed to the appropriate HA or HUD official in accordance with instructions contained in the notice of findings or, if the notice does not specify to whom a request should be made, to the Regional Labor Relations Officer (HUD). The HA or HUD official shall, within 60 days (unless otherwise indicated in the notice of findings) after receipt of a timely request for reconsideration, issue a written decision on the findings of violation. The written decision on reconsideration shall contain instructions that any appeal of the decision shall be addressed to the Regional Labor Relations Officer by letter postmarked within 30 calendar days after the date of the decision. In the event that the Regional Labor Relations Officer was the deciding official on reconsideration, the appeal shall be directed to the Director, Office of Labor Relations (HUD). Any appeal must set forth the aspects of the decision that are in dispute and the reasons, including any affirmative defenses, with respect to the violations.

(ii)

(iii)

- The Regional Labor Relations Officer shall, within 60 days (unless otherwise indicated in the decision on reconsideration) after receipt of a timely appeal, issue a written decision on the findings. A decision of the Regional Labor Relations Officer may be appealed to the Director, Office of Labor Relations, by letter postmarked within 30 days of the Regional Labor Relations Officer's decision. Any appeal to the Director must set forth the aspects of the prior decision(s) that are in dispute and the reasons. The decision of the Director, Office of Labor Relations, shall be final.
- (b) Disputes arising out of the labor standards provisions of paragraph 6 shall not be subject to paragraph 5(a) of this form HUD-5370C. Such disputes shall be resolved in accordance with the procedures of the U.S. Department of Labor set forth in 29 CFR Parts 5, 6 and 7. Disputes within the meaning of this paragraph 5(b) include disputes between the Contractor (or any of its subcontractors) and the HA, HUD, the U.S. Department of Labor, or the employees or their representatives.

6. Contract Work Hours and Safety Standards Act

The provisions of this paragraph 6 are applicable only where the amount of the prime contract exceeds \$100,000. As used in this paragraph, the terms "laborers" and "mechanics" includes watchmen and guards.

- (a) **Overtime requirements.** No Contractor or subcontractor contracting for any part of the Contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of 40 hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of 40 hours in such workweek.
- (b) **Violation; liability for unpaid wages; liquidated damages.** In the event of any violation of the provisions set forth in paragraph 6(a), the Contractor and any

subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such Contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to the District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the provisions set forth in paragraph (a) of this clause, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of 40 hours without payment of the overtime wages required by provisions set forth in paragraph (a) of this clause.

- (c) **Withholding for unpaid wages and liquidated damages.** HUD or its designee shall upon its own action or upon written request of an authorized representative of the U.S. Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or subcontractor under any such Contract or any federal contract with the same prime Contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime Contractor such sums as may be determined to be necessary to satisfy any liabilities of such Contractor or subcontractor for unpaid wages and liquidated damages as provided in the provisions set forth in paragraph (b) of this clause.

7. Subcontracts

The Contractor or subcontractor shall insert in any subcontracts all the provisions contained in this Section II and also a clause requiring the subcontractors to include these provisions in any lower tier subcontracts. The prime Contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the provisions contained in these clauses.

8. Non-Federal Prevailing Wage Rates

Any prevailing wage rate (including basic hourly rate and any fringe benefits), determined under state law to be prevailing, with respect to any employee in any trade or position employed under the Contract, is inapplicable to the contract and shall not be enforced against the Contractor or any subcontractor, with respect to employees engaged under the contract whenever such non-Federal prevailing wage rate, exclusive of any fringe benefits, exceeds the applicable wage rate determined by the Secretary of HUD to be prevailing in the locality with respect to such trade or position.

EXHIBIT A

Date: 11/19/2018

Property Name: Seminole Park Apartments

Property Address: 4706 Muskogee Ct. Tampa, FL 33610

Job Name: Construction Management Services for water main replacement

Description of required work:

Construction Administration (Under \$200,000 project)

Consultant will provide limited bidding/construction phase services described in this scope of services. It is assumed that site civil construction will last no longer than seven (7) months. Additional services may result if the construction period is extended or if additional meetings, site observations, and if testing outside of those specifically identified in this scope are required.

- Assist client in updating schedule of values and preparing bid form for all site improvement as specified on the construction plans.
- Assist client in Bid Responses to Contractors Questions – File and respond to contractors' questions or RFIs during the bid process. Responses will be handled as direction to the information on the plans or as addenda items.
- Pre-Construction Conference – Prepare for and attend the onsite pre-construction conference. Address pertinent portions of the construction requirements at the meeting.
- Shop Drawings and Samples - Review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit.
- Response to RFIs & Questions – File and respond to contractors' questions or RFIs during the construction process. Responses will be handled as direction to the information on the plans or as addenda items.
- Visits to Site and Observation of Construction – Consultant will provide up to seven (7) site visits in order to observe the progress of work. Such visits and observations are not intended to be exhaustive or to extend to every aspect of Contractor's work in progress. Based on information obtained during such visits and such observations, Consultant will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents, and keep Client informed of the general progress of the Work. Consultant will visit the site on an average of once every month during construction. Consultant will provide written monthly progress reports summarizing our field observations.
- Applications for Payment - Based on the monthly observations and on review of applications for payment and accompanying supporting documentation, Consultant will determine the amounts that Consultant recommends Contractor be paid.
- NPDES Inspection – One (1) site inspection after initial installation of the erosion control measures is included in this task. Inspections of the site as mandated by the NPDES permit will be handled by the contractor or the contractor's representative.
- Substantial Completion Inspection – Consultant will, promptly after notice from Contractor that it considers the entire Work ready for its intended use, in company with Client and Contractor, conduct a site visit to determine if the Work is substantially complete. Consultant shall provide a written punch list of any deficient and or incomplete items. Work will be considered substantially complete following satisfactory completion of all items with the exception of those identified on a final punch list.
- Final Notice of Acceptability of the Work – Consultant will conduct a final site visit to determine if the completed Work of Contractor is in accordance with the Contract Documents and the final punch list so that Consultant may recommend, in writing, final payment to Contractor. Accompanying the recommendation for final payment, Consultant shall also provide a notice that the Work is generally in accordance with the Contract Documents.
- Consultant will review "As-Built" surveys provided by the Client or Contractor's surveyor prepared in accordance with review agency standards. Upon review and if acceptable, Consultant will

DETAILED SCOPE OF WORK

prepare and submit certification packages (including signed/sealed “As-Built” surveys and other supporting documentation) to City, FDEP, and NPDES, or other governing agencies as applicable.

The federal funds supporting this project trigger Federal Labor Relation compliance requirements which include enforcing Davis-Bacon prevailing wage requirements for site funds. Other federal requirements include the Contract Work Hours and Safety Standards Act, Copeland Anti-Kickback Act, procurement regulations noted at 2 CFR §§ 200.317-.326, MBE participation and Section 3 compliance. All related documentation to show compliance with these items is required when requested by the County. **All up to date payrolls from the General Contractor and all Subcontractors for Davis-Bacon compliance will be submitted weekly to the Client by the Consultant. The Client will submit them weekly to the County.**

BID FORM**Construction Management Services for Water Main Replacement
at Seminole Apartments****FY18-RFQ-03****Attention:**

The undersigned, having familiarized (him/herself) (themselves) with the local conditions affecting the cost of the work, and with the Detailed Scope of Work, including the Request for Quote; Instructions to Bidders, this Bid Form, the form of the Non-Collusive Affidavit; the form of the General Conditions; Addenda, if any and any other associated forms or documents thereto, on file in the Office of the Housing Authority, hereby proposes to furnish all labor, equipment, services, licenses, permits and material required, complete with all associated work required by the plans and specifications. Questions concerning bid documents shall be directed to the Housing Authority Contracting Officer.

The following principles shall govern the competitive bidding process:

The Housing Authority will award the contract to the acceptable Contractor submitting the lowest responsible and responsive **Bid Amount**.

1. In the event an error is made totaling amounts listed on the bid form the award will be made on the basis of amounts correctly extended.
2. Bidders are required to bid on all items requested on the Bid Form. Failure to provide all information requested shall render the bid non-responsive.
3. All questions concerning the bid documents requiring additional information or clarification shall be submitted to the Contracting Officer via email at tina.washington@thaf1.com. All questions will be accepted until **Friday, January 11, 2019 at 12:00 noon** and responded to in writing with addendum(s) issued to all prospective bidders.
4. All prices and information required on the bid form must be typewritten or written legibly in ink.
5. Any stipulations made as to the bidder's bid shall subject the bid to rejection. If bidder wishes to include additional information, bidder may do so with attachments. However, alternate proposals will not be considered unless specifically requested in these specifications.
6. Any bidder having a complaint or protest regarding this bid must submit the complaint or protest in writing to the Housing Authority's Contracting Officer

Bid Form



eight (8) or more days prior to the date set for opening of bids. Any bidder protesting a bid opening must submit the protest in writing to the Contracting Officer no later than three (3) days after bid opening for the protest to be considered.

BIDDER agrees to perform all the work described in these Contract Documents for Construction Management Services for Water Main Replacement at Seminole Apartments.

Total Base Bid Amount \$ _____

DATE _____

NAME OF BIDDER _____

COMPANY _____

TITLE _____

ADDRESS _____

PHONE _____



**SWORN STATEMENT UNDER SECTION 287.133(3)(A), FLORIDA
STATUTES, ON PUBLIC ENTITY CRIMES**

(To be signed in the presence of notary public or other officer authorized to administer oaths.)

Before me, the undersigned authority, personally appeared _____
who, being by me first duly sworn, made the following statement:

1. The business address of _____
(name of Offeror or business) is.
2. My relationship to _____ (name of Offeror or business) is
_____. (Relationship such as sole proprietor, partner, president,
vice president).
3. I understand that a public entity crime as defined in Section 287.133 of the Florida Statutes includes a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity in Florida or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any proposal or contract for goods or services to be provided to any public entity or such an agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy or material misrepresentation.
4. I understand that "convicted" or "conviction" is defined by the Florida Statutes to mean a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilt or no contest.
5. I understand that "affiliate" is defined by the Florida Statutes to mean (1) a predecessor or successor of a person or a corporation convicted of a public entity crime, or (2) an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime, or (3) those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate, or (4) a person or corporation who knowingly entered into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months.
6. Neither the Offeror or contractor, nor any officer, director, executive, partner, shareholder, employee, member or agent who is active in the management of the Offeror or contractor, nor any affiliate of the Offeror or contractor has been convicted of a public entity crime subsequent to July 1, 1989. (Draw a line through paragraph 6 if paragraph 7 below applies.)



7. There has been a conviction of a public entity crime by the Offeror or contractor, or an officer, director, executive, partner, shareholder, employee, member or agent of the Offeror or contractor who is active in the management of the Offeror or contractor or an affiliate of the Offeror or contractor. A determination has been made pursuant to Section 287.133(3) by order of the Division of Administrative Hearings that it is not in the public interest for the name of the convicted person or affiliate to appear on the convicted vendor list. The name of the convicted person or affiliate is _____ a copy of the order of the Division of Administrative Hearings is attached to this statement. (Draw a line through paragraph 7 if paragraph 6 above applies.)

(Signature)

(Print name)

STATE OF
COUNTY OF

The foregoing instrument was acknowledged before me this _____ day of _____ by _____, who is personally known to me or who has produced _____ as identification and who did take an oath.

_____ Notary Public

My Commission Expires: _____



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:

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.

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)

- 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.
- 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.
- 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.
- By following up with Section 3 business concerns that have expressed interest in the contracting opportunities.

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.

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.

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.

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

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

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)

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

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

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

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.

By arranging interviews and conducting interviews on the job site.

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

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)

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.

Instructions: Complete items A, B and C and adjoining worksheet

- A. Total Number of Current Employees? _____
- B. Total Number of Anticipated New Hires & Trainees? _____
- C. Total Number of Section 3 New Hires & Trainees?
(the established goal is 30% of Line B) _____

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)

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.

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.

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) 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.

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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HOUSING AUTHORITY OF THE CITY OF TAMPA
SECTION 3 CONTRACTORS LIST

Updated May 30, 2018

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
AIRMAX1, Inc.	A/C Service and Repairs	Eloy Rojas	PO Box 263394 Tampa, FL 33685	813-385-1867	Airmax1ac@yahoo.com
Amack's Cleaning Service	General cleaning services	Alexis Mack	10422 Avelar Ridge Drive, Riverview, FL 33578	813-390-0644	lexmack63@gmail.com
American Ecosystems, Inc.	Aquatic Mgmt., Water Treatment, Other	Kevin Youngberg	10460 75 th Street Largo, FL 33777	727-545-4404	kry@american-ecosystems.com
Arcor Trading, Inc.	Painting, waterproofing	Juan Restrepo / Luis Arguello	P.O. Box 4149, Tampa, FL 33677	813-446-3225	luisgamin55@gmail.com
Atlas Eco Pest Control Lawn and Termite	Construction cleaning, Pest control, termite treatment, Janitorial, Landscape/Lawn Maintenance	Eddie Melcon	3308 N. Florida Ave. Tampa, FL 33603	813-843-6342	ed@atlaseco-info.com

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HOUSING AUTHORITY OF THE CITY OF TAMPA
SECTION 3 CONTRACTORS LIST

Updated May 30, 2018

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
Cablelytics LLC	Communications, Cable	Floyd Freeman	4607 Limerick Drive Tampa, FL 33610	813-727-6728	Ffreeman@cablelytics.com
Campellos Houses Solutions	Cabinets	Jose Campello	2010 Clarice Circle Tampa, FL 33619	813-650-6714	Yeidavid1106@gmail.com
Classic Construction Ltd. Co.	GC, Construction	Brian Lodermeier	16674 Collections Center Drive	727-421-2845	classicttd@gmail.com
Classie Ladies' Cleaning Service	General cleaning services	Classie McMillen	P.O. Box 16924, Tampa, FL 33687	813-856-8092	ClassicLadies35@gmail.com

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SECTION 3 CONTRACTORS LIST

Updated May 30, 2018

Climatize Air of Florida	A/C Service/Repairs, HVAC, Refrigeration	Marcus Carn	7610 Dragon Fly Loop Gibsonton, FL 33534	813-638-5494	climatizeairmkt@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
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
Graphix T's, Inc.	Screen Printing, Banners	Randy Johnson	10071 Country Road Weeki Wachee, FL 34613	352-600-9170	Rmi45@gppts.com

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SECTION 3 CONTRACTORS LIST

Updated May 30, 2018

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
Impact Construction Services Div. 1	GC/Construction	Alex Maldonado	4628 Fremont Ter S St. Petersburg, FL 33711	708-214-9599 Alex.m@icsdi.com
Intex Builders	GC/Construction, Home Improvement, Roofing, Fire Sprinkler, Drywall, Professional Painting, Carpet Installation, Flooring Installation, Contractor Doors, Countertops, Asphalt services, Fencing, Cabinets, Playground recreational equipment	David Knight	3800 Gunn Hwy Tampa, FL 33618	813-205-1892 david@intexbuilders.net

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SECTION 3 CONTRACTORS LIST

Updated May 30, 2018

Johnson & Johnson Janitorial	Janitorial Cleaning, Construction Cleaning, Environmental Services	Janice and Earl Johnson	7901 Bahia Ave., Tampa, FL 33619	813-629-6565 / 813-677-7317	Janice.johnson33@verizon.net
Johnson Hauling	Stucco, Drywall, Professional Painting, Demolition Hauling, Emergency Clean-up/Demo, Asphalt Services, Landscape Lawn maintenance, Tree service, Debris removal	Eugene Johnson	709 E. Lake Ave., Tampa, FL 33603	813-417-9116	johnsonhauling78@gmail.com
Kenstruction Dynamics, Inc.	GC/ Construction	Rozelia Kennedy	1210 Millennium Parkway Suite 1047 Brandon, FL 33511	813-643-4449	Rozelia.kennedy@kenstruction.net
KSJ Consulting, Inc.	Clinician	Karen StJean	5107 29 th Ave. South Gulfport, FL 33707	727-224-3553	karen@nehemiahsvillage.org
KT Klean LLC	Janitorial Services, Carpet/Upholstery cleaning	Keenan Dixon	5024 S. 87 th Street Tampa, FL 33619	813-394-0439	Ktklean624@gmail.com
NuTech Roofing & Construction	Licensed Roofing Contractor, Licensed GC	Ramiro Rubio	11806 Baytree Drive, Riverview, FL 33569	813-787-9800	rrubio.group@gmail.com

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SECTION 3 CONTRACTORS LIST

Updated May 30, 2018

On-Line Electrician LLC	Electrician	Tyler Luper	210 W. Powhatan Tampa, FL 33604	813-335-8263	On_line_ele@live.com
Paramount Trim, Inc.	Carpentry, Contractor-Doors	Walid Ben Khaffed	7419 Savannah Lane Tampa, FL 33637	813-927-1082	paramounttrim@yahoo.com
Pastels Child Development Center	Childcare	Spencena Dalmas	PO Box 286 Lakeland, FL 33802	813-900-8176	pastelschilddevelopment@gmail.com
Pick N Go Property Waste Services	Waste Clean-up	Joe Biccum	13575 58 th Street N #173 Clearwater, FL 33760	727-504-4672	joeb@pickngowaste.com
Pipeline Construction, LLC	Site preparation and underground utilities	Christopher Lee	1313 33rd Avenue, Tampa, FL 33603	813-927-6646	pipelinecontractingLLC@yahoo.com
Randall Mechanical, Inc.	Plumbing Services	Paul Welsh	3102 Cherry Palm Drive Suite 150 Tampa, FL 33619	813-626-6161	pwelsh@ramdallmechanical.com
Ruedas Remodeling, LLC	Drywall	Glen Rueda	1030 Brass Ln. Holiday, FL 34691	813-526-9695	ruedasremodeling@yahoo.com

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Ryman Commercial Roofing, Inc.	AC Service/Repairs, AC Supplies	Christian	36413 SR54 Zephyrhills, FL 33541	813-526-9695	christian@rymanroofing.com
Southwest Structural Systems	Other	George LeBlanc	5774 Corporation Circle Ft. Myers, FL 33905	813-703-4792	glablance@yahoo.com
Special "K" Cleaning and Service Co.	Janitorial Cleaning and Window Cleaning	Lear Johnson Lockley	1112 Union Street, Tampa, FL 33607	813-258-9593	
Spotless Cleaning 7, LLC	Janitorial Services, Pressure Washer, Hauling	Tow and Reid	PO Box 11093 Tampa, FL 33680	813-370-3645	Spotlesscleaning40@yahoo.com
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	sunscapemmi@verizon.net

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Universal Contracting Services, Inc.	Drywall, Professional painting, Carpentry, Pressure washer	Hadeel Elshehaly	11311 Hollyglen Drive Tampa, FL 33624	813-966-1508	ucs@email.com
Women of Love Through Faith Cleaning Service	Janitorial Services	Ruby Scott	12737 N 19 th Street #7 Tampa, FL 33612	812405-9690	womenoflovetroughfaith@gmail.com
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
Gwen Bedwell, 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. 2630 or e-mail at gwen.bedwell@thaf1.com

A searchable list of local MBE (Minority Business Enterprise) certified businesses can be found at the City of Tampa's website here: <https://tampa.diversitysoftware.com/FrontEnd/VendorSearchPublic.asp?TN=tampa&XID=846>
or at the Hillsborough County website here:
<https://hillsboroughcounty.diversitycompliance.com/FrontEnd/SEARCHCERTIFIEDDIRECTORY.asp>

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NON COLLUSIVE AFFIDAVIT

State of _____)

County of _____)

_____, being first duly sworn,
(Printed Name)

deposes and says,

That he/she is _____
(Owner, Partner, Officer, Representative or Agent)

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