



# CITY OF TAMPA

Bob Buckhorn, Mayor

Contract Administration Department

David L. Vaughn, AIA, Director

## Memorandum

July 7, 2011

To: Submitters  
Subject: Clarification of RFQ  
Contract: 11-D-00047; Nebraska-Hillsborough Corridor Master Plan

Pursuant to inquiries regarding potential conflicts of interest, the following clarification is made:

- A. One focus of the RFQ is the expectation that the selected firm will be mindful of the City's interests and diligent in the provision of appropriate third party consultation or advice.
- B. No firm is precluded from responding to this RFQ or subsequent RFQs for projects that may be located in the study area of this RFQ.
- C. No firm is precluded from being a member of a responding team.
- D. Responding firms are expected to disclose any potential conflicts in their response or at the time that presentations are made to the Committee.
- E. The lead firm must be licensed by the State of Florida to provide Professional Engineering or Architectural services.
- F. All participants are expected to exercise professional care and judgment in application of ethical practices and compliance with applicable laws, including but not limited to, the City of Tampa's Ethics Ordinance.

## ARTICLE VIII. CITY OF TAMPA ETHICS CODE

### Sec. 2-500. Title.

The provisions of this Article VIII shall be collectively referred to as "The City of Tampa Ethics Code" or "city ethics code."

### Excerpts:

Sec. 2-513. Parties contracting with city; prohibition of employment of certain officials and employees.

(a) The mayor, members of city council, and all department heads or directors of the city shall not solicit, accept, nor be employed, directly or indirectly, by any person, firm or corporation having any contractual relation with, or rendering any services to the city, or any department or agency thereof.

(b) No person, firm or corporation having any contractual relation with, or rendering any services to the city, or any department or agency thereof, shall employ, directly or indirectly, the mayor, any member of the city council, or any department head or director of the city. No persons, firm or corporation which has the mayor, member of the city council, or department head or director as an employee, shall be eligible to be considered to have a contractual relation with or to render for any consideration, services to the city.

(c) [Orlando] No employee of the city (other than those employees identified in subsection (a) above) or member of any board, commission or agency of the city, shall be directly or indirectly employed by any person, firm or corporation having, or proposing to have, any contractual relation with or rendering, or proposing to render for any consideration, services to the city or any department, board or agency thereof, if the approval, concurrence, decision, recommendation or advice of the official or employee shall be sought, obtained or required in any connection with such contract or service.

(d) No person, firm or corporation having, or proposing to have any contractual relationship with, or rendering or proposing to render for any consideration services to the city, or any department, board or agency of the city, shall employ, directly or indirectly, any employee or member of any board, commission or agency of the city, if the approval, concurrence, decision, recommendation or service of such official or employee shall be sought, obtained, or required in connection with such contract or service.

For purposes of this section, a person, firm or corporation shall be deemed to be "proposing to have a contractual relation with the city" or to be "proposing to render services to the city" if such person, firm, or corporation has submitted a bid to the city for a city contract, has made a contractual offer to the city or has requested the city to reconsider entering a contractual relation with the person, firm or corporation.

Sec. 2-522. Business ethics commitment required of contracting parties.

(a) [Dade Co] Each person or entity that seeks to do business with the city shall provide a business ethics commitment which acknowledges, agrees and commits that the person or entity shall comply with all applicable governmental and city rules and regulations including, among others, this code of ethics. The business ethics commitment shall be incorporated into and apply to all contracts that the person or entity enters into with the city.

The failure of a contracting party to comply with the business ethics commitment shall render any contract between the contractor and the city voidable, and subject violators to debarment from future city contracts.