



# CITY OF TAMPA

Pam Iorio, Mayor

Growth Management & Development Services

Housing & Community Development

## ALL FIRMS ON BID LIST

REF: CITY OF TAMPA, REQUEST  
FOR PROPOSAL: HOMELESS PREVENTION AND RAPID RE-HOUSING

RFP DUE DATE: JUNE 1, 2009 @ 4:30 PM

SUBJECT: ADDENDUM NO. 1 MAY 14, 2009

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Please make the following changes to the above referenced RFP:

1. At the end of Section **III. GENERAL REQUIREMENTS** on page 5 of the RFP, please add Subsection **J. Subcontracting** as follows:

**"J. Sub-Contracting.** No Awardee shall assign the award or any rights or obligations there under without the written consent of the City. In the event of such approved Sub-Contracting, the Awardee agrees to provide the City with written documentation relative to the Subcontractor(s) solicited, or that will be employed in this award, including but not limited to submittal of attached Schedule of Sub-Contracting forms, with the proposal response. ("Schedule of All Sub-Contractors/Consultants/Suppliers Solicited" MBD 10 and "Schedule of Sub-Contractors/Consultants/Suppliers to be Utilized" MBD 20).

Subcontractor shall be defined as: a business enterprise, firm, partnership, corporation, consultant or combination thereof having a direct contract with a prime contractor for any portion of the advertised work that is awarded by the City/City's representative.

Supplier shall be defined as: a business enterprise that either directly contracts with a Prime Contractor/Consultant or directly contracts with a Subcontractor under such Prime Contractor/Consultant to provide materials, supplies or equipment in connection with a Contract awarded by the City/City's representative. A Supplier may be a regular dealer, distributor or manufacturer."

2. At the end of Section **VII. COMPLIANCE WITH APPLICABLE LAWS, RULES AND HUD REGULATIONS** on page 9 of the RFP, please add Subsections (bullets) as follows:

- **W/MBE Participation.** The City of Tampa administers a Women/Minority Business Enterprise (W/MBE) Program to promote the inclusion of W/MBE Companies in procurement solicitations and contract awards. Thus the City is actively encouraging participation in this project by City Certified W/MBE Companies. To obtain a list of the City's Certified W/MBE Companies, visit the City's website at: [www.tampagov.net](http://www.tampagov.net), select Purchasing Department, from the menu select Minority Business Development and select Publications. W/MBE Certified Companies directories are listed by Type of Services and by Company Names. If you need further assistance, please contact Ardail Allen C.C.A., W/MBE Specialist at (813) 274-5542.

- **SLBE Participation Goal.** In an effort to promote increased opportunities for Small Local Business Enterprise (SLBE) participation, the City has determined that a rating preference shall be awarded to City-certified SLBE firms when evaluating and scoring their proposal. There shall be five bonus points given under the evaluation process for each City of Tampa certified SLBE firm. The Proposer must be SLBE certified prior to the opening date and time of the RFP and must submit a copy of their SLBE Certificate in the proposal.

3. Please add the forms marked "**ATTACHMENT: SUBCONTRACTING FORMS AND PAYMENT FORMS**" as an attachment to the RFP. The "**Schedule of All Sub (Contractors/Consultants/Suppliers) Solicited**" and the "**Schedule of Sub (Contractors/Consultants/Suppliers) to be Utilized**" forms shall be submitted with your Proposal.

Acknowledgement of this Addendum is not required.

Sincerely,

A handwritten signature in black ink, appearing to read "Sharon M. West". The signature is fluid and cursive, with the first name "Sharon" being the most prominent.

Sharon M. West  
Manager, Housing and Community Development