

**Professional Landscaping Services
FOR
Tampa Housing Authority**

Solicitation No. FY23-IFB-01

Issue Date: **Friday, April 14, 2023**
Pre-Bid Conference: **Thursday, April 20, 2023**
Deadline for questions: **Thursday, April 27, 2023 @ 5:00 PM (EST)**
Submission Deadline: **Tuesday, May 16, 2023 @ 2:00 PM (EST)**

Board of Commissioners:

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Parker A. Homans



**Mrs. Tina Washington-Jones, Director of Contracting
Purchasing & Contracting Office
5301 W. Cypress Street
Tampa, FL 33607
Phone: (813) 341-9101 ext. 3500**

Leroy Moore
Senior Vice President/COO

Jerome D. Ryans
President/CEO

AN EQUAL OPPORTUNITY

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Tampa Housing Authority**

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INVITATION FOR BIDBid No. **FY23-IFB-01**Date Issued: **4/14/2023**

The Housing Authority of the City of Tampa (the “Authority”) will receive sealed bids for the **Professional Landscaping of Tampa Housing Authority Properties until 2:00 p.m.** (prevailing Tampa, Florida time), on **Tuesday, May 16, 2023**. All bids are to be submitted and addressed with bid #FY23-IFB-01 Attn: Tina Washington, Contracting Officer, Tampa Housing Authority, 5301 West Cypress Street, Tampa, Florida, 33607. Bids may be submitted to the 1st Floor front desk receptionist, who will date, and time stamp the bid package. All bids will be publicly opened and read aloud. Bids received after the above stated time may not be considered.

Qualified Contractors may pick up copies of the bidding documents by visiting THA’s website at <http://www.thafl.com/Departments/Contract-n-Procurement/Default.aspx> or by submitting an email request to bidderquestions@thafl.com.

The Authority will hold a Pre-Bid Conference on **Thursday, April 20, 2023, at 10:00 A.M.** in the Conference Room located on the first floor of 5301 W. Cypress St.

All questions concerning the bid documents, requiring additional information, or clarification shall be submitted in writing to THA via e-mail at bidderquestions@thafl.com. All questions will be accepted until **Thursday, April 27, 2023 at 5:00 PM** and responded to in writing with addendum(s) issued to all prospective bidders by visiting the THA’s website at <http://www.thafl.com/Departments/Contract-n-Procurement/Default.aspx>.

A Bid Guarantee in the amount of 5% of the total base bid must accompany each bid that exceeds \$100,000. Bid guarantee shall be a Bid Bond secured by a surety company authorized to do business in the State of Florida and listed in the latest Department of Treasury Circular 570 published in the Federal Register; or as permitted by state law, a certified check, bank draft, or U.S. Government Bond at per value. If bid security is not submitted the Authority will reject the bid. All Bid Guarantees must be made payable to the Housing Authority of the City Tampa. Personal checks will not be accepted. In addition, a Non-Collusive Affidavit must be supplied with each bid that exceeds \$25,000.

For all contracts that exceed \$100,000, the successful bidder will be required to furnish and pay for the satisfactory Performance and Payment bonding in the amount of 100% of the contract price. The successful bidder will be required to furnish certificates of insurance in accordance with the General Conditions and Special Conditions.

Attention is called to the fact that not less than the minimum of salaries and wages, as set forth in the specifications must be paid on this project (Davis-Bacon Wages for local area – Tampa). 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.

Invitation to Bid

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 responsive responsible TOTAL base bid and in a single Contract for all work to be performed in the above referenced project.

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

Bidders shall carefully examine the documents and construction site to obtain first-hand knowledge of existing conditions. Contractors will not be given an extra payment for conditions that can be determined by examining the site and documents.

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.

Documents to be submitted with Bid

- Complete Bid Form, Section 00 41 00.
- Complete Representation, Certifications and Representations of Offerors Non-Construction Contract (HUD 5369C) Section 00 45 01.
- Complete Section 3 & MBE Compliance Certification Form Section 00 62 39.
- Statement of Bidders Qualifications 00 45 13
- Complete Non-Collusive Affidavit, Section 00 45 19.
- Sworn Statement Under Section 287.133(3)(A), Florida Statutes, On Public Entity Crimes
- Copy of current Workman's Compensation Insurance
- Copy of current Business License
- Itemized listing of all current landscaping equipment i.e. make and model of lawnmowers, # of lawnmowers (riding and push), # of blowers, # of edgers, etc.



FY23-IFB-01

Questions regarding this solicitation may be directed to the Authority by e-mailing bidderquestions@thafl.com.

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

END OF INVITATION TO BID

Instructions to Offerors Non-Construction

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing



- 03291 -

1. Preparation of Offers

(a) Offerors are expected to examine the statement of work, the proposed contract terms and conditions, and all instructions. Failure to do so will be at the offeror's risk.

(b) Each offeror shall furnish the information required by the solicitation. The offeror shall sign the offer and print or type its name on the cover sheet and each continuation sheet on which it makes an entry. Erasures or other changes must be initialed by the person signing the offer. Offers signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the HA.

(c) Offers for services other than those specified will not be considered.

2. Submission of Offers

(a) Offers and modifications thereof shall be submitted in sealed envelopes or packages (1) addressed to the office specified in the solicitation, and (2) showing the time specified for receipt, the solicitation number, and the name and address of the offeror.

(b) Telegraphic offers will not be considered unless authorized by the solicitation; however, offers may be modified by written or telegraphic notice.

(c) Facsimile offers, modifications or withdrawals will not be considered unless authorized by the solicitation.

3. Amendments to Solicitations

(a) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

(b) Offerors shall acknowledge receipt of any amendments to this solicitation by

- (1) signing and returning the amendment;
- (2) identifying the amendment number and date in the space provided for this purpose on the form for submitting an offer,
- (3) letter or telegram, or
- (4) facsimile, if facsimile offers are authorized in the solicitation. The HA/HUD must receive the acknowledgment by the time specified for receipt of offers.

4. Explanation to Prospective Offerors

Any prospective offeror desiring an explanation or interpretation of the solicitation, statement of work, etc., must request it in writing soon enough to allow a reply to reach all prospective offerors before the submission of their offers. Oral explanations or instructions given before the award of the contract will not be binding. Any information given to a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an amendment of the solicitation, if that information is necessary in submitting offers or if the lack of it would be prejudicial to any other prospective offerors.

5. Responsibility of Prospective Contractor

(a) The HA shall award a contract only to a responsible prospective contractor who is able to perform successfully under the terms and conditions of the proposed contract. To be determined responsible, a prospective contractor must -

- (1) Have adequate financial resources to perform the contract, or the ability to obtain them;

- (2) Have a satisfactory performance record;
- (3) Have a satisfactory record of integrity and business ethics;
- (4) Have a satisfactory record of compliance with public policy (e.g., Equal Employment Opportunity); and
- (5) Not have been suspended, debarred, or otherwise determined to be ineligible for award of contracts by the Department of Housing and Urban Development or any other agency of the U.S. Government. Current lists of ineligible contractors are available for inspection at the HA/HUD.

(b) Before an offer is considered for award, the offeror may be requested by the HA to submit a statement or other documentation regarding any of the foregoing requirements. Failure by the offeror to provide such additional information may render the offeror ineligible for award.

6. Late Submissions, Modifications, and Withdrawal of Offers

(a) Any offer received at the place designated in the solicitation after the exact time specified for receipt will not be considered unless it is received before award is made and it -

- (1) Was sent by registered or certified mail not later than the fifth calendar day before the date specified for receipt of offers (e.g., an offer submitted in response to a solicitation requiring receipt of offers by the 20th of the month must have been mailed by the 15th);
- (2) Was sent by mail, or if authorized by the solicitation, was sent by telegram or via facsimile, and it is determined by the HA/ HUD that the late receipt was due solely to mishandling by the HA/ HUD after receipt at the HA;
- (3) Was sent by U.S. Postal Service Express Mail Next Day Service - Post Office to Addressee, not later than 5:00 p.m. at the place of mailing two working days prior to the date specified for receipt of proposals. The term "working days" excludes weekends and U.S. Federal holidays; or
- (4) Is the only offer received.

(b) Any modification of an offer, except a modification resulting from the HA's request for "best and final" offer (if this solicitation is a request for proposals), is subject to the same conditions as in subparagraphs (a)(1), (2), and (3) of this provision.

(c) A modification resulting from the HA's request for "best and final" offer received after the time and date specified in the request will not be considered unless received before award and the late receipt is due solely to mishandling by the HA after receipt at the HA.

(d) The only acceptable evidence to establish the date of mailing of a late offer, modification, or withdrawal sent either by registered or certified mail is the U.S. or Canadian Postal Service postmark both on the envelope or wrapper and on the original receipt from the U.S. or Canadian Postal Service. Both postmarks must show a legible date or the offer, modification, or withdrawal shall be processed as if mailed late. "Postmark" means a printed, stamped, or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable without further action as having been supplied and affixed by employees of the U.S. or Canadian Postal Service on the date of mailing. Therefore, offerors should request the postal clerk to place a hand cancellation bull's-eye postmark on both the receipt and the envelope or wrapper.

(e) The only acceptable evidence to establish the time of receipt at the HA is the time/date stamp of HA on the offer wrapper or other documentary evidence of receipt maintained by the HA.

(f) The only acceptable evidence to establish the date of mailing of a late offer, modification, or withdrawal sent by Express Mail Next Day Service-Post Office to Addressee is the date entered by the post office receiving clerk on the "Express Mail Next Day Service-Post Office to Addressee" label and the postmark on both the envelope or wrapper and on the original receipt from the U.S. Postal Service. "Postmark" has the same meaning as defined in paragraph (c) of this provision, excluding postmarks of the Canadian Postal Service. Therefore, offerors should request the postal clerk to place a legible hand cancellation bull's eye postmark on both the receipt and the envelope or wrapper.

(g) Notwithstanding paragraph (a) of this provision, a late modification of an otherwise successful offer that makes its terms more favorable to the HA will be considered at any time it is received and may be accepted.

(h) If this solicitation is a request for proposals, proposals may be withdrawn by written notice, or if authorized by this solicitation, by telegram (including mailgram) or facsimile machine transmission received at any time before award. Proposals may be withdrawn in person by a offeror or its authorized representative if the identity of the person requesting withdrawal is established and the person signs a receipt for the offer before award. If this solicitation is an invitation for bids, bids may be withdrawn at any time prior to bid opening.

7. Contract Award

(a) The HA will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the HA, cost or price and other factors, specified elsewhere in this solicitation, considered.

(b) The HA may

- (1) reject any or all offers if such action is in the HA's interest,
- (2) accept other than the lowest offer,
- (3) waive informalities and minor irregularities in offers received, and (4) award more than one contract for all or part of the requirements stated.

(c) If this solicitation is a request for proposals, the HA may award a contract on the basis of initial offers received, without discussions. Therefore, each initial offer should contain the offeror's best terms from a cost or price and technical standpoint.

(d) A written award or acceptance of offer mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer shall result in a binding contract without further action by either party. If this solicitation is a request for proposals, before the offer's specified expiration time, the HA may accept an offer, whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award. Negotiations conducted after receipt of an offer do not constitute a rejection or counteroffer by the HA.

(e) Neither financial data submitted with an offer, nor representations concerning facilities or financing, will form a part of the resulting contract.

8. Service of Protest

Any protest against the award of a contract pursuant to this solicitation shall be served on the HA by obtaining written and dated acknowledgment of receipt from the HA at the address shown on the cover of this solicitation. The determination of the HA with regard to such protest or to proceed to award notwithstanding such protest shall be final unless appealed by the protestor.

9. Offer Submission

Offers shall be submitted as follows and shall be enclosed in a sealed envelope and addressed to the office specified in the solicitation. The proposal shall show **the hour and date specified in the solicitation for receipt, the solicitation number, and the name and address of the offeror, on the face of the envelope.**

It is very important that the offer be properly identified on the face of the envelope as set forth above in order to insure that the date and time of receipt is stamped on the face of the offer envelope. Receiving procedures are: date and time stamp those envelopes identified as proposals and deliver them immediately to the appropriate contracting official, and only date stamp those envelopes which do not contain identification of the contents and deliver them to the appropriate procuring activity only through the routine mail delivery procedure.

[Describe bid or proposal preparation instructions here:]

SCOPE OF SERVICES

1. **Landscaping Services:** The Contractor shall provide an adequate staff to operate a full-fledged landscaping operation. The landscaping services must maintain the grass, lawn, trees and shrubbery areas at the apartment complex in a well-cut appearance and free of weeds and tree debris. As required by Federal regulations, no weeds, trees or small greenery can be on or around an apartment building nor can grass or weeds be in the cracks of the sidewalks or curbs. The Contractor's bid shall be considered responsive when it includes provisions to provide the following landscaping services:
2. **Grass Cutting:** Cut all grassy areas throughout the property to the proper length to promote healthy landscaping including the outside perimeters and the front/back yards of each dwelling unit, fields and retention ponds at least *****once a week from April 1 through October 31 and every other week, twice every month from November 1 through March 31*****. The cutting of grass and weeds in areas that are inaccessible to mowers due to obstacles must be done manually.
3. **Edging, Weeding, Grounds Pick Up & Weed-Eating:** Edge and weed-eat the sidewalks, driveways, curbing, basketball courts, and parking lots, around buildings, trees and fences at least once per week. Fence lines must be chemically treated twice per year to prevent build-up of vegetation. Grass clippings, edge clippings and weed-eating clippings must be swept off sidewalk areas, driveways, basketball courts and parking lots and removed from the property during each cutting. Parking lot curbs shall be cleaned and free of leaves and build-up of sand or other solid material. Any limbs, branches, palm fronds, etc., must be picked and properly disposed on a weekly basis. Decorative beds around offices, signage, and other buildings must be maintained to be weed free. The cutting of overhanging or overgrown vegetation away from a hard surface such as curbing, sidewalks, driveways, roadways, etc., and the maintenance of a defined manicured edge around tree rings, landscape borders, monuments, signs, or other physical elements protruding from the landscape maintenance area.
4. **Trimming & Cutting:** Trim, cut and maintain the hedges and shrubs in a neat appearance and to ensure that no overhang or overgrowth is an impediment to the building structures or residents. All bushes or shrubs must be trimmed regularly from around the buildings. Bushes should be maintained lower than 2' window sills and not obstruct any windows
5. **Tree Trimming & Cutting:** All Tree limbs shall be kept trimmed above and minimum of height 8' above the ground and no tree limbs or shrubs shall be touching any building, structure, roof or fence lines. Any fallen or heavily damaged trees found on the property must be immediately cut and removed from the property. All sidewalks, entries, walkways, etc., that are intended for pedestrian traffic must be maintained so that there is a minimum of 8' vertical clearance for safe use.
6. **Debris & Litter:** Objects that are unsightly or present obstacles to mowing and other grounds maintenance operations including but not limited to, rocks in lawn areas, wind and storm damage items; paper, glass, trash, or debris deposited or blown onto the sites **must be removed and not cut up by mowers and left behind;** palm fronds and tree limbs; and illegally posted signs within the public rights-of-way, are to be removed by Contractor, at Contractor's expense. All debris, limbs and fronds will be picked up the same day of pruning.

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7. **Vacant Lots:** Vacant lots will be mowed as necessary to maintain growth at less than 4". All Properties must be kept free of any litter or debris and maintained in a manner to be compliant with applicable City of Tampa ordinances. Fence lines must be treated to prevent weed buildup. Cut edge and keep the grass areas well maintained around the vacant dwelling units on a weekly basis. The Contractor must contact the property manager regarding vacated units on a weekly basis.
 8. **Leaf Removal:** During the contract period, the Contractor will rake, bag and remove all deciduous leaves that accumulate anywhere on the property. Under no circumstances shall leaves and debris be blown in the storm drains or in the right of ways
 9. **Mulching:** All beds and planting areas on the property must be re-mulched quarterly. All old mulch is to be removed and replaced by not less than 4" of new mulch.
 10. **Insurance:** As a condition precedent to the consideration of any bid proposal, the Contractor must show evidence of current coverage for the following: 1) Fleet Auto/truck Insurance, 2) General Liability Insurance, and 3), Workers Compensation Insurance. Upon acceptance of a bid proposal and prior to commencement of work, the successful bidder will provide the THA with endorsements for all the above naming the THA as an additional insured entity.
 11. **Permits, Fees and Licenses:** The Contractor shall secure, maintain and pay all permits, fees and licenses necessary for the proper execution and completion of work.
 12. **Cleaning:** The Contractor shall, on a daily basis, keep the premises clean and clear of debris resulting from his/her contract work and the work of any and all subcontractors.
 13. **Subcontracting:** THA encourages the participation of resident, minority and women owned businesses. The Contractor will make every effort to utilize resident, minority and women owned subcontractors in work performed under this contract. The Contractor will be asked to submit a list of subcontractors to be used in the performance of this contract. The THA has established goals in resident, minority and women owned business participation in its contracts. Information provided by the Contractor assists the THA in monitoring its progress toward the realization of its goal. All subcontractors must be approved by the THA in advance.
 14. **Resident Participation:** The THA encourages the hiring of residents by the Contractor for any employment opportunities available as a result of its contracts. The Contractor will be asked to make every effort to hire residents and to post job opportunities in the Management Office of the communities where the work is to be performed. The Contractor will be asked to report the hiring of any residents to assist the THA in monitoring resident participation in the performance of work under its contracts, progress toward achieving established goals and in the development of future resident participation programs.
 15. **Employees:** Employees of the Contractor shall at all times be under its sole direction and not an employee or agent of the Tampa Housing Authority. The Bidder shall supply competent and physically capable employees. Lawn maintenance personnel shall be respectful and polite while on property when addressing residents, office staff and other THA affiliates. The Tampa Housing Authority may require the Bidder to remove an employee it deems careless, incompetent, insubordinate or otherwise objectionable without any cost to the Tampa Housing Authority or without



any increase in contract price. Bidder shall be responsible to the Tampa Housing Authority for the acts and omissions of all employees working under its directions.

Employees of the Contractor shall at all times be wearing uniforms that clearly identify them as an employee of the Contractor. The Contractor shall have a Supervisor on site at all times that work is being performed at the property or within public rights-of-way. The aforementioned Supervisor shall be capable of communicating in and understanding the English language.

16. **Site Inspection:** It shall be the responsibility of the Bidder to inspect the site before submission of bids. No plea of ignorance by the Bidder of conditions that exist or that may hereafter exist as a result of failure to fulfill the requirements of this contract will be accepted as the basis for varying the requirements of the Tampa Housing Authority or the compensation to the Bidder. Omission of any essential details from these specifications will not relieve the Contractor of supplying such product(s) and/or service(s) as specified.
17. **Compliance with Laws:** Contractor, its officers, agents, employees, and contractors, shall abide by and comply with all Federal, state and local laws. It is agreed and understood that if Tampa Housing Authority calls the attention of Contractor to any such violations on the part of the Contractor, its officers, agents, employees, contractors, then Contractor shall immediately desist from and correct such violation. If Contractor is in violation of any law, Contractor shall be solely responsible for coming into compliance with such law and shall be solely responsible for the payment of any fine charged for such violation.
18. **Permits & Licenses:** The Contractor shall submit copies to the City's Public Works & Engineering Director or designee of all licenses required for this work. Contractor, at his/her own expense shall be responsible for obtaining any permits and licenses that may be required under this Agreement.
19. **Hours of Operation:** *All work under this contract shall be performed between the hours of 8:00 am and 5:00 pm, local time, Monday through Friday. No exceptions to these hours shall be made without the expressed written consent of the Tampa Housing Authority.*
20. **Non-Discrimination Clause:** Contractors shall not discriminate in their hiring and promotion practices on the grounds of race, color, creed, national origin, or sex.
21. **Security:** The Contractor shall protect and secure all materials, vehicles and equipment, and shall assume full responsibility for loss, theft, vandalism and any other damage for the duration of the contract. At no point during the execution of this agreement shall a Contractor be allowed to bring a weapon (concealed or non-concealed) on any of THA's properties.
22. **Warranty:** The Contractor warrants that work performed conforms to bid requirements, including specification and these general requirements.
23. **Disclaimer:** For the existing contract period, the THA will assume NO responsibility for vandalism, theft, fire and/or personal injury claims arising from or relating to the work to be performed. The Contractor and all assigned employees must exercise extreme caution and safety at all times. The Contractor is expected to take every precaution necessary to protect the work area and to eliminate accidents occurring at the work site.

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24. **Review and Inspection:** The THA may at its sole discretion, review and inspect services provided herein. Such inspection may include, but not be limited to, site observation, review of time records, daily and other logs and records of activities and supervisors' reports.

HOUSING AUTHORITY OF THE CITY OF TAMPA
Jerome D. Ryans, President/CEO

BID FORM

**Professional Landscaping Services for
Tampa Housing Authority**

FY23-IFB-01

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 Invitation to Bid; Instructions to Bidders, this Bid Form, the form of the Non-Collusive Affidavit; the form of the General Conditions; the Special Conditions; the Wage Determination, the Technical Specifications, The Construction Drawings, 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 by e-mailing bidderquestions@thafl.com.

The following principles shall govern the competitive bidding process:

1. The Housing Authority will award the contract to the acceptable Contractor submitting the lowest responsive responsible **Total Bid Amount of Each Property**.
2. 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.
3. 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.
4. All questions concerning the bid documents requiring additional information or clarification shall be submitted in writing to THA via e-mail at bidderquestions@thafl.com. All questions will be accepted until **Thursday, April 27, 2023** and responded to in writing with addendum(s) issued to all prospective bidders via the THA website at <http://www.thafl.com/Departments/Contract-n-Procurement/Default.aspx>
5. The Housing Authority reserves the right to activate any alternate bids for a period of sixty days subsequent to the date of contract award.



Bid Form

6. All prices and information required on the bid form must be typewritten or written legibly in ink.
7. 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.
8. 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 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 **Professional Landscaping Services:**

PROPERTY LISTING			
Property Name	Address	MONTHLY FEE	ANNUAL FEE
ARBORS	4717 South Trask Ave Tampa, FL 33611	\$	\$
AZEELE APTS	2801 Azeele Street Tampa, FL 33609	\$	\$
AZZARELLI APTS	5038 Temple Heights Tampa, FL 33617	\$	\$
BAY CEIA APT	3424 S. MacDill Ave Tampa, FL 33629	\$	\$
BRIDGES (Office) Building	1800 W. Rome Ave Tampa, FL 33607	\$	\$
C. BLYTHE ANDREWS APTS	2201 E. Osborne Ave Tampa, FL 33610	\$	\$
CEDAR POINTE APTS	6926 Temple Palms Ave Tampa, FL 33617	\$	\$
CORPORATE OFFICE	5301 W. Cypress St Tampa, FL 33607	\$	\$
JL YOUNG APTS & ANNEX	8220 N. Florida Ave Tampa, FL 33604	\$	\$
MOSES WHITE APTS	4902 E. Diana St Tampa, FL 33610	\$	\$
OAKS AT RIVERVIEW COMMUNITY CENTER	110 E. Kirby St TAMPA, FL 33604	\$	\$

Bid Form



Bid Form

OSBORNE LANDING APTS	3502 E. Osborne Ave Tampa, FL 33610	\$	\$
ROBLES PARK VILLAGE APTS & OFFICE/TRAINING CENTER/MAINTENANCE	3814 Central Ave Tampa, FL 33603	\$	\$
SCRUGGS MANOR APTS	11201 N 22nd St Tampa, FL 33612	\$	\$
SEMINOLE APTS	4706 Muskogee Ct Tampa, FL 33610	\$	\$
SHIMBERG ESTATES	1314 W Sligh Ave Tampa, FL 33604	\$	\$
SINGLE FAMILY HOME	1510 W. Spruce St Tampa, FL 33607	\$	\$
VACANT LOT	1504 W. Spruce St Tampa, FL 33607	\$	\$
VACANT LOT	1506 W. Spruce St Tampa, FL 33607	\$	\$
SO-HO APT	212 South Howard Tampa, FL 33606	\$	\$
SQUIRE VILLA APTS	5918 North Rome Street Tampa, FL 33604	\$	\$
ST. LOUIS / ST. CONRAD APTS	2310 St. Louis Street Tampa, FL 33607	\$	\$
YOUTHBUILD (office) BUILDING	1803 Howard Ave Tampa, FL 33607	\$	\$

Bid Form



Bid Form

Subcontractor List: The Housing Authority requires bidders to identify subcontractors that have provided proposals for this bid and who may be considered if the contractor is the bid winner. This list of subcontractors shall demonstrate the level of commitment to achieving the Authority's stated MBE and Section 3 goals. The Authority realizes that firm commitments will not be made by the General Contractor until after the GC is announced as the successful bidder. The subcontractors on the list may therefore be modified by the GC subject to review by the Authority.

Subcontractor Name & Address	Type of Work Classification	Approx. Amount	License #	Ownership (check)		
				MBE	SECT. 3	LOCAL

ADD ADDITIONAL PAGES AS NECESSARY

- MBE** - Minority Business Enterprise as defined in Section 00810
- Section 3** - Section 3 Business Concern as defined in Section 00810
- Local** - A business who has a local, City of Tampa or Hillsborough County business office address.



ADDENDA:

Bidder hereby acknowledges the following addenda issued during the bidding period:

Addendum # 1 issued, _____
(enter date of addendum, if any)

Addendum #2 issued, _____
(enter date of addendum, if any)

In submitting this bid it is understood that the right is reserved by the Housing Authority to reject any and all bids. If written notice of the acceptance of this bid is mailed, telegraphed, or delivered to the undersigned within sixty (60) consecutive calendar days after the opening thereof, or at any time thereafter, before this bid is withdrawn, the undersigned agree to execute and deliver a contract in the prescribed form and furnish the required bond within ten (10) consecutive calendar days after the contract is presented to him/her for signature.

DATE _____ NAME OF BIDDER _____

SEAL BY _____

TITLE _____

ADDRESS _____

STATE OF _____ PHONE _____

CITY OF _____ FEDERAL I.D. NUMBER _____

Subscribed and sworn to me this _____ day of _____ 20____

NOTARY PUBLIC

My Commission expires _____

Certifications and Representations of Offerors Non-Construction Contract

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No: 2577-0180 (exp. 7/30/96)

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)

Black Americans Asian Pacific Americans

Hispanic Americans Asian Indian Americans

Native Americans 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)(1) 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:

STATEMENT OF BIDDER'S QUALIFICATIONS

All questions must be answered, and the data provided must be clear and comprehensive. This statement must be notarized. If necessary, add separate sheets for items requiring additional explanations. This information must be submitted in a separate sealed envelope marked "Bidder's Qualifications" and inserted inside the sealed Bid envelope. In the event your bid is not selected for award, this envelope will be returned to the Bidder unopened.

SECTION 1: General Information

1. Name of Bidder.
2. Permanent main office address.
3. Date Organized.
4. State in which Bidder is incorporated.
5. Submit your license # for the Contractor's licensing that conforms to the Bid requirements.
6. Number of years you have been engaged in the contracting business under your present firm name.

SECTION 2: Contracting Experience and Past Performance

7. Describe the general character of work normally performed by your company. *Do not exceed one (1) page.*
8. Provide a schedule of all current contracts,

For each contract provide the following:

- a. Contract title.
 - b. A general description of the work.
 - c. Owner.
 - d. Name of Owner's representative, title, address and phone number.
 - e. Contract amount.
 - f. Contractual start and completion date
 - g. The approximate % and dollar amount of work completed.
 - h. % of work self performed
 - i. Identify any Owner MBE and/or Section 3 contractual goals
 - j. % of work and dollar value performed by MBE and/or Section 3 Contractors
9. Describe any previous experience your firm may have had of a similar nature to this project. (List each project, number of units or square foot demolished, address,

Statement of Bidder's Qualifications

-
- contract amount, contract duration, name and contact information of owner or owner's representative.
10. Has your firm ever failed to complete any work awarded to you? If so, provide information regarding for whom, where, and why?
 11. Has your firm ever defaulted on a contract? If so, provide information regarding for whom, where, and why?
 12. Describe your company's senior management involvement in ensuring customer satisfaction. Describe your firm's plan for ensuring customer satisfaction for this contract. *Do not exceed two (2) pages.*
 13. Provide any additional information or statements that you feel will demonstrate your firm's ability to successfully manage this contract and multiple trade Subcontractors. Information and statements will be considered with particular attention paid to demonstrate previous experience with regard to mechanical, electrical, and commercial Contracts. *Do not exceed two (2) pages.*

SECTION 3: Quality Control Plan

14. Describe the specific qualifications of each member of your quality control staff. Indicate their levels of authority to redirect or put a stop to work and on what basis. *Do not exceed two (2) pages.*
15. Describe the detailed procedures to be followed by your quality control staff in visiting the sites; documenting the progress and quality of work; directing subcontractors in the correction of deficiencies; and directing work in the event of problems, design changes, change orders, etc. *Do not exceed three (3) pages.*
16. Describe the approach your firm will utilize to inspect work and correct deficiencies prior to Authority staff being informed that the work is ready for inspection. *Do not exceed two (2) pages.*

SECTION 5: Subcontractor and Section 3 Utilization/Management

17. Provide a description of the provisions your firm will institute regarding your bonding and insurance requirements, imposed on your Subcontractors, that will enhance the viability of Subcontract opportunities for small, minority and Section 3 Subcontractors and make such requirements more attainable for said Subcontractors. *Do not exceed one (1) page.*
18. Describe your firm's policy of making progress payments to small, minority and Section 3 Subcontractors that will enhance the viability of Subcontract opportunities with your firm and allow you to maximize your firm's utilization of such businesses. *Do not exceed one (1) page.*

19. Describe your plan for coordinating and controlling Subcontractors (see previous assumptions in the Statement of Bidder’s qualification section of these Contract Documents). Focus specifically on your plan to ensure that subcontractors show up on the job site every day they are scheduled, with appropriate staff and materials, and make reasonable progress. The Authority is particularly interested in a plan that demonstrates capabilities to accomplish the majority of the supervision and management tasks early each workday to minimize elapsed unproductive time. *Do not exceed two (2) pages.*

20. Authority is interested in the Bidder demonstrating past experience in subcontracting to and managing a significant number of trade Contractors. Provide a representative list of Subcontractors you intend to use or solicit bids from during the duration of this contract. For each Subcontractor, list the city and state of its office location. Authority recommends that to demonstrate adequate capability, at a minimum, identify one contractor for each trade area listed below or note your intent to self-perform in that specific trade area. In addition, Authority will give significant attention as to whether or not those listed are local (Tampa metro area) subcontractors, MBE or Section 3 Contractors and if the Bidder has demonstrated experience and/or knowledge of the local and MBE subcontractor market.

a. Trade Areas: Demolition, earthwork, carpentry, concrete, masonry, roofing, painting, flooring, drywall finishing, mechanical/plumbing, electrical, lead paint abatement, and asbestos abatement, final cleaning, hauling, and principal material suppliers.

b. For each trade firm listed in (a) above indicate the most recent project you have worked together on and provide the approximate dates.

c. Provide the information in a table format, similar to the example below:

<u>Trade</u>	<u>Sub Name</u>	<u># of Times Used</u>	<u>MBE</u>	<u>Section 3</u>	<u>Local</u>	<u>Most Recent Project/Date</u>
Demolition	ACME Wrecking	6	X	N/A	Yes	NBH 1999

21. Provide a description of your plan to market subcontract opportunities to the MBE subcontractor community and to market employment opportunities to Section 3 Employees (see Supplemental General Conditions section of these Contract Documents for definition of MBE Contractors, and Section 3 Employees). Provide a summary of any past successes Subcontracting to MBE Subcontractors and hiring Section 3 Employees. For each example cited, provide a brief description and an Owner Contact and phone number so that the Authority may verify the event occurrence and the achievement cited. *Do not exceed three (3) pages.*

22. To demonstrate the ability to meet the requirements of this contract and the service expectations of Authority, the Bidder shall provide audited, or CPA prepared (by a CPA not employed by your firm) Financial Statements for the most recently completed fiscal year (**no later than twelve months ago**).

Statement of Bidder’s Qualifications



Provide evidence of available credit in sufficient amount to complete the requirements of this Contract (typical form would be a letter from a credit source).

Notarization Requirement

State of _____)

County of _____)

The foregoing responses to the Tampa Housing Authority's Statement of Bidder's Qualifications

are sworn or affirmed to be true and correct; by _____, who
Printed Name

is the _____ of _____
Title Company Name

on this _____ day of _____ 20____.

Notary Signature _____ Affix Stamp Here:

END OF STATEMENT OF BIDDER'S QUALIFICATIONS



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

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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: _____



Section 3 & MBE Compliance Certification Forms

Section 3 & MBE Compliance Certification Forms

The certifications herein are to be submitted with the Bid. See Section 00810 – Special Conditions for explanation of Section and MBE Definitions, Policies and Procedures.



Section 3 & MBE Compliance Certification Forms

To Be Submitted For Each New Section 3 Business Subcontract

**Housing Authority of the City of Tampa
Section 3 Program**

Certification for Business Concerns Seeking Section 3 Preference

Name of Business: _____

Address of Business: _____

Type of Section 3 Business:

- Corporation
- Partnership
- Sole Proprietorship
- Joint Venture

Name and Address of Section 3 Resident(s) in 51% Ownership Position:

Attached is the following documentation as evidence of Section 3 status (as appropriate):

For person claiming status as a Section 3 Resident:

- Copy of resident lease with Housing Authority of the City of Tampa
- Copy of receipt of public assistance
- Evidence of participation in public assistance program
- Other evidence, as appropriate

For the Section 3 Business entity as applicable:

- Copy of resident lease with Housing Authority of the City of Tampa
- Assumed business name certificate
- List of Owners/stockholders and % ownership of each
- Organizational chart w/names, titles & functional statement
- Certificate of good standing
- Partnership agreement
- Corporation annual report
- Latest board minutes appointing officers
- Additional documentation

Attested by: _____

CORPORATE SEAL

Signature: _____

Date: _____

HOUSING AUTHORITY OF THE CITY OF TAMPA



Section 3 & MBE Compliance Certification Forms

SECTION 3 PROGRAM

Contractor Certification of Efforts to Fully Comply with Employment and Training Provisions of Section 3 (P&D99-52)

The bidder represents and certifies as part of its bid/offer that 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 persons, at least 30% of whom are currently 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 paragraphs 1 or 2 herein.

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

EFFORTS TO AWARD SUBCONTRACTOR TO SECTION 3 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, in 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 businesses
- 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 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

**SELECTION 3 AND MBE
PRE-AWARD COMPLIANCE CERTIFICATION
(ORED FORM 99-17)**



Section 3 & MBE Compliance Certification Forms

1. Contractor Name & Address (street, city, 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 and 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		
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% or more owned and 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 authorize 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 subcontracts.

Signature:	Print Name and Title	Date
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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. 11/30/2023)

Public Reporting Burden for this collection of information is estimated to average one hour 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. HUD may not conduct or sponsor, and an applicant is not required to respond to a collection of information unless it displays a currently valid OMB control number.

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 \$150,000 - use Section I;
- 2) Maintenance contracts (including nonroutine maintenance as defined at 24 CFR 905.200) greater than \$2,000 but not more than \$150,000 - use Section II; and
- 3) Maintenance contracts (including nonroutine maintenance), greater than \$150,000 – use Sections I and II.

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

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; A

- (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. 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.



Section 3 Contractor List

Company Name	Services Provided	Contact Name	Company Address	Phone #	Email
3-Vets, Inc.	Construction Painting, Window/Doors Install	Reggie Tim	1907 E. Hillsborough Ave., Suite 101 Tampa, FL 33610	813-237-8387	vetlinds@aol.com
AIRMAX1, Inc.	A/C Service and Repairs	Eloy Rojas	PO Box 263394 Tampa, FL 33685	813-385-1867	Airmax1ac@yahoo.com
American Ecosystems, Inc.	Aquatic Mgmt., Water Treatment	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
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	703 Regency Ct. Tampa, FL 33613	727-421-2845 813-994-3193	classicltd@gmail.com
Classie Ladies' Cleaning Service	General Cleaning Services	Classie McMillen	7495 Somerset Court Palm Harbor, FL 34584	813-856-8092	ClassieLadie35@gmail.com
Climatize Air of Florida	A/C Service/Repairs, HVAC, Refrigeration	Marcus Carn	7610 Dragon Fly Loop Gibsonton, FL 33534	813-638-5434	climatizeairmkt@gmail.com
Darryl Ward's Painting	Construction Painting	Darryl Ward	35247 Janine Drive Zephyrhills, FL 33541	813-918-3806	Dwpllc1@gmail.com
Faithful Cleaning Service To The Rescue	Commercial and Residential Cleaning	Michelle Henry	9824 Morris Glen Way Tampa, FL 33637	813-210-3616	Faithfulcleaningservice17@yahoo.com
Full of Hope Cleaning Services	Construction and Janitorial Cleaning	Hope Terrible	6913 Bon Air Dr., #C Tampa, FL 33617	813-992-5382	hterrible@yahoo.com
GraphixT's, Inc.	Screen Printing, Banners	Randy Johnson	10071 Country Road Weeki Wachee, FL 34613	352-600-9170	tees@gpats.com
I. B. B., Inc.	Wall Install, Fencing, Enclosures, Etc.	Donald Burkett	2804 Lutz Lake Fern Rd. Tampa, FL 33558	813-949-4786	donb@burint.com

Company Name	Services Provided	Contact Name	Company Address	Phone #	Email
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	David Knight	3800 Gunn Hwy. Tampa, FL 33618	813-205-1892	david@intexbuilders.net
Johnson & Johnson Janitorial	Janitorial Cleaning, Construction Cleaning, Environmental Services	Janice and Earl Johnson	7901 Bahia Ave. Tampa, FL 33619	813-629-6565	Janice.johnson33@verizon.net
Johnson Construction and Hauling	Stucco, Drywall, Professional Painting, Demolition Hauling, Emergency Clean-up/Demo, Asphalt Services, Landscape & Tree Service, Debris Removal	Eugene Johnson	3205 E. 24 th Avenue Tampa, FL 33605	813-417-9116	johnsonhauling78@gmail.com
On-Line Electrician, LLC	Electrician	Jack Luper	210 W. Powhatan Tampa, FL 33604	813-335-8263	On_line_ele@live.com
Paramount Trim, Inc.	Carpentry, 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	Junk Removal, Dumpster Rental, Demolition Service	Joe Biccum	13575 58 th Street N., #173 Clearwater, FL 33760	727-504-4672	joeb@pickngowaste.com
Pipeline Construction, LLC	Site Preparation, 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 Dr., Suite 150 Tampa, FL 33619	813-626-6161	pwelsh@ramdallmechanical.com
Ryman Commercial Roofing, Inc.	Roofing	Christian	36413 SR 54 Zephyrhills, FL 33541	813-526-9695	christian@rymanroofing.com
Spotless Cleaning 7, LLC	Janitorial Services, Pressure Wash, 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

Company Name	Services Provided	Contact Name	Company Address	Phone #	Email
SunScape Grounds Maintenance	Landscape, Lawn Maintenance	Demond Bryant	3624 18th Street N. Tampa, FL 33603	813-376-8755 813-247-3100	sunscapegmi@verizon.net
Universal Contracting Services, Inc.	Drywall, Painting, Carpentry, Pressure Wash	Hadeel Elshehaiy	5008 W. Linebaugh Ave., Suite 13 Tampa, FL 33624	813-966-1508	ucs@email.com
Z's Fine Furniture, Inc.	Kitchen and Bathroom Cabinets Install and Reface	Gina and Michael Zayas	4401 W. Jean Street Tampa, FL 33614	813-323-3893 813-309-2339	mikezcabinets@gmail.com
Global 360	Painting	Celestine Obi	P.O. Box 234 Mango, FL 33550	813-400-8562	obigloballlc@gmail.com
D and R United Cleaning Services Corp.	Cleaning	Dianna Rebeza	1707 Elk Spring Drive Brandon, FL 33511	813-438-5636 407-435-7032	Rebazadiana@hotmail.com

For Questions Regarding Section 3, please contact:
Yasmin Dilbert, Manager of Construction Services
Tampa Housing Authority, Office of Real Estate Development
5301 W. Cypress Street
Tampa, FL 33607
813-341-9101 ext. 2660
E-mail: yasmin.dilbert@thafl.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>



Section 3 Applicant List

Name	Address	Email	Eligibility Status	Phone #	Skillset	Date Certified	Expiration Date	Comments
Brittany Williams	12420 N. Florida Ave., Lot 127 Tampa, FL 33612		Arbors	813-853-4653	Construction, Cleaning, General Labor	5/25/2018	5/24/2021	
Ciera Johnson	3723 N. Jefferson St. Tampa, FL 33603		RPV	813-401-7616	Construction, Cleaning, Restaurant	4/12/2021	4/11/2024	
Crystal Moore	6817 N. Habana Ave., #49 Tampa, FL		S8	813-900-6987	CSR, Housekeeping	11/29/2018	11/28/2021	
Zenitha Stewart	10624 Sweet Sapling St. Riverview, FL 33578	zenitiastewart@gmail.com	Low Income	813-410-8187	General Laborer, Real Estate, Child Care, Cleaning, Customer Service, Nursing Assistant	4/13/2021	4/12/2024	
Elaine Justice	2509 W. Grace Street Tampa, FL 33607		RPV	813-445-2140	Construction, Security, Cooking, Clean Up	5/25/2018	5/24/2021	
Elana Harris	430 E. Nordica Street Tampa, FL 33603		RPV	813-458-2965	Program Solver, Interpersonal Skills, Behavioral Health Training	11/15/2018	11/14/2021	
Gaikeena Sua	710 S. Castle Court Tampa, FL 33603		Propety	813-847-4990		2/21/2018	2/20/2021	
Gariello Nicolas	2813 N. 15th Street Tampa, FL 33605		Public Housing	813-520-0371	General Laborer	7/3/2018	7/2/2021	
Joyce M. Griffin	3211 E. 23rd Avenue Tampa, FL 33605		RPV	813-956-7262	Medical, Janitorial, CS, MGMT, Cashier	5/25/2018	5/24/2021	
Monique Pennington	405 E. Ohio Avenue Tampa, FL 33603		Public Housing	813-850-1996		7/9/2018	7/8/2021	

Name	Address	Email	Eligibility Status	Phone #	Skillset	Date Certified	Expiration Date	Comments
Reva Iman	427 N. Hernandez Ct. Tampa, FL		Robles	813-900-8745	Office, Customer Service, Food Service, Housing Support Services	5/15/2018	5/14/2021	
William Williams	4833 Ashland Drive Tampa, FL 33610		Low Income	813-538-6292	Construction	7/9/2018	7/8/2021	
Nicholas French	1010 Riverplace, #207 Tampa, FL 33603	longliveomni@gmail.com	Low Income	813-953-7706	Machine Operator, Certified Fumigation and Dolly Operator	6/11/2019	6/10/2022	
Donnie Malone	11716 N. 17th St., #B Tampa, FL 33612		Low Income	813-297-1235		2/11/2020	2/10/2022	
Kemontrey Lecount	Homeless		JL Young S8	813-720-9990	Warehouse, Trucks	2/11/2020	2/10/2022	
Akbar Jackson	3909 N. 16th Street Tampa, FL 33612		Low Income	813-531-0364	Warehouse, Welding, Forklift, Concrete	2/11/2020	2/10/2022	
Patrick O. Lebranch	5516 Terrain Degolf Dr. Tampa, FL		Low Income	863-623-2146	Laborer, Customer Service	2/11/2020	2/10/2022	
Jason Talavera	12811 Thonotassassa Rd. Dover, FL 33527	jasontalaveraj.t@gmail.com	Low Income	813-403-3697	Cut Trees, Cut Grass, Asphalt, Kitchen Work	2/11/2020	2/10/2022	
Calvin Pulphus	4213 Union Street Tampa, FL 33607		Low Income	813-327-1567	Drafting, Architecture	2/11/2020	2/10/2022	
Donnie H. Adams	10771 Ranfield Drive Riverview, FL 33579		Low Income	727-977-6349	Laborer, Customer Service	2/11/2020	2/10/2022	
Julius Snell	5631 Casino Drive Tampa, FL 34690		Low Income	727-612-8758	Construction, Welding, Labor, Roofing, Concrete	2/11/2020	2/10/2022	
Anthony Vaughn	9308 Ashley Oaks Ct. Tampa, FL 33610		Low Income	813-297-9346	Drywall	2/11/2020	2/10/2022	
Gary Cassell	803 Woodcarver Lane Brandon, FL 33510	gcassell83@icloud.com	Low Income	813-679-9460		2/11/2020	2/10/2022	
Donald Washington	9205 Robbie Court, #2 Tampa, FL 33617	mr.washington196@gmail.com	Low Income	813-993-3786	Customer Service	2/11/2020	2/10/2022	

Name	Address	Email	Eligibility Status	Phone #	Skillset	Date Certified	Expiration Date	Comments
Jartaqaron Williford	4719 Bullock Court Tampa, FL 33624	jd.williford1@gmail.com	Low Income	678-499-6088	Marketing, Mentor, Program Manager, Event Planner	1/11/2020	2/10/2022	Resume On File
Dorothy Gay	5025 E. Sligh Ave., #B Tampa, FL 33617	dgay77973@gmail.com	Low Income	813-415-1899	Customer Service	2/11/2020	2/10/2022	Resume On File
Stephanie D. Spoto	709 E Robson Street Tampa, FL 33604		Low Income	813-562-3695	Food Service, Clerical, Coordinator, Administrative	2/11/2020	2/10/2022	
Seven Henderson	2340 Dovesong Tace Dr. Ruskin, FL 33507		Low Income	802-922-6692		2/11/2020	2/10/2022	
Djons Antoine	PO Box 220588		Homeless	813-384-0405	Customer Service, Framing, Caulking, Finisher Painter	2/11/2020	2/10/2022	
Aaron Acosta	1215 E. 15th Avenue Tampa, FL 33605		Low Income	813-947-4377		2/11/2020	2/10/2022	
Edwin Cruz	12502 Forest Lane Dr. Tampa, FL 33624		Low Income	215-807-9774	Heavy Equipment Operator	2/11/2020	2/10/2022	
Jose Alonso	5807 Blossom Avenue Tampa, FL 33614		Low Income	813-727-2843		2/11/2020	2/10/2022	
Kaula Relyea	923 Cape Cod Circle Valrico, FL 33594		Low Income	607-220-9763	Carpenter	2/11/2020	2/10/2022	
Charles A. Harrilal	11803 Newberry Grove Loop Riverview, FL 33579		Low Income	813-566-2553	Supervisor, Construction Industry, OSHA Certified, Forklift, Scaffolding, Power Tool Training, Project Management	2/11/2020	2/10/2022	
Oluyemi Felix Akinto	7814 BallyMoney Road Tampa, FL 33610	akintofelix@yahoo.com	Low Income	813-296-0669	Forklift Operator, Industrial Truck Operator	2/11/2020	2/10/2022	

Name	Address	Email	Eligibility Status	Phone #	Skillset	Date Certified	Expiration Date	Comments
Jose De Jesus	8220 N. Florida Ave., #387 Tampa, FL 33604	jalexanderm2@gmail.com	Low Income	813-367-6065	Human Resources Manager, Compliance Director, Store Manager	2/11/2020	2/10/2022	
Courtney Martin	3809 N. Jefferson St. Tampa FL 33603	cmuo6683@gmail.com	Section 8	813-410-6220	Cashier, Food Service	2/27/2020	2/27/2022	
Christopher Manuel	3413 East 33rd Avenue Tampa, FL 33610		Food Stamp	863-212-2005		4/3/2020	4/3/2022	
Tyron Elleby	2806 E. Anthony St., #A Tampa, FL 33619	tyronelleby@gmail.com	Food Stamp	203-902-2061		4/3/2020	4/3/2022	
Da'metrius Walker	2806 E. Anthony St., #A Tampa, FL 33619	lizalldaylong@aol.com	Low Income	813-538-584	General Labor Worker, Customer Service	4/3/2020	4/3/2022	Resume On File
Heather Lapradd	5315 Pickron Road, Lot 7 Tampa, FL 33610	heatherlapradd1967@gmail.com	Food Stamp	813-459-1041		4/16/2020	4/16/2022	
Jennifer Lanphar	3113 Huron Avenue Oldsmar, FL 34677	jenniferlanphar@yahoo.com	Low Income	727-967-2213	Layout Assitant	6/2/2020	6/2/2022	
Justin Tribert	4637 Mariner Blvd. Springhill, FL 34609	jtribert2013@gmail.com	Low Income	239-530-8903	Lead Supervisor	6/2/2020	6/2/2022	
Miguel Crespo	1929 12th Street Largo, FL 33778	crespomgl@msn.com	Low Income	727-269-1820		6/2/2020	6/2/2022	
Peter Bowen	3340 Shell Point Road Ruskin, FL 33570	petebowen843@gmail.com	Low Income	920-365-6046		6/2/2020	6/2/2022	
Ted Velasquez	37429 Harper Drive Zephyrhills, FL 33541		Low Income	352-457-4603	Superintendant	6/2/2020	6/2/2022	
Rafael Hernandez Garcia	1019 W Beacon Ave. Tampa, FL 33614	None	Low Income	813-635-8551		6/9/2020	6/9/2022	
Yurisbel Fleites-Portal	4721 N. Hesperides St., #2 Tampa, FL 33614	None	Low Income	813-452-7536		6/9/2020	6/9/2022	
Anthony Castillo	29410 Crossland Drive Wesley Chapel, FL 33543	anthonyhcastillo@gmail.com	Low Income	813-618-1879		6/9/2020	6/9/2022	
Ashley Valentin	7331 Ibis Drive Lakeland, FL 33810	ashley.valentin98@hotmail.com	Low Income	939-404-0893		6/9/2020	6/9/2022	

Name	Address	Email	Eligibility Status	Phone #	Skillset	Date Certified	Expiration Date	Comments
Shahveer Hashm	2706 King Surrey Court Valrico, FL 33596	shahveer@cesarglassinc.com	Low Income	813-842-7118		6/22/2020	6/22/2022	
Adailton Garcia	11319 Riverview Drive Riverview, FL 335478		Low Income	813-545-4215		6/22/2020	6/22/2022	
Estanislao Valladares	4018 Fawn Circle Tampa, FL 33610		Low Income	240-938-7057		6/22/2020	6/21/2022	
Jose Pedraza	3814 Pinedale Street Brandon, FL 33511		Low Income	813-382-9557		6/22/2020	6/21/2022	
Samuel Zavala	3814 Pinedale Street Brandon, FL 33511		Low Income	813-375-2052		6/22/2020	6/21/2022	
Cesar Gomez	218 Skywood Drive Valrico, FL 33594	cesarglass@tampabayrr.com	Low Income	919-196-3341		6/22/2020	6/21/2022	
Juan Mora	723 Cape Cod Circle Valrico, FL 33544	antonmoru95@gmail.com	Low Income	720-789-9115		6/22/2020	6/21/2022	
Michael Rosario	14698 Coronado Drive Springhill, FL 34609	michaelrosario355@gmail.com	Low Income	352-584-2098		6/22/2022	6/21/2022	
Ricardo Morena	218 Skywood Drive Valrico, FL 33594		Low Income	919-763-7566		6/22/2020	6/21/2022	
Tavaris Mitchell	3814 N. Avon Avenue Tampa, FL 33603		Low Income	813-327-0230	Computer Repair, Cable Installation, PVDL, Customer Service	7/22/2020	7/21/2022	
Ramiro Munguia	10303 Celtic Ash Drive Ruskin, FL 33573		Low Income	941-301-5011		6/22/2020	6/21/2022	
Mark Isaac	2606 N. Boulevard Tampa, FL 33602		Food Stamp	813-970-3695		7/1/2020	6/30/2022	