



CITY OF TAMPA, FLORIDA - RFQ

c/o Contract Administration Department
306 East Jackson Street #280A4N
Tampa, Florida 33602

19-C-00052; Tampa Convention Center New Meeting Rooms and Renovations Design-Build

PUBLIC ANNOUNCEMENT IN COMPLIANCE WITH REQUIREMENTS OF SECTION 287.055, FLORIDA STATUTES (CONSULTANTS' COMPETITIVE NEGOTIATION ACT) APPLICABLE LAW, EXECUTIVE ORDERS, RULES, REGULATIONS, AND THE CITY'S STANDARD PROCEDURES. A NOTICE OF INTENT TO AWARD SHALL BE POSTED, IF AT ALL, ON THE CITY'S WEBSITE ACCESSIBLE BY UTILIZING THIS WEBSITE LINK: www.tampagov.net/contract-administration/programs/architectural-engineering-construction-and-related-rfq.

The City of Tampa desires to obtain Professional Design-Build Services for the Tampa Convention New Meeting Rooms and Renovations Project which may include: 18 new meeting rooms, new service elevator, renovation of existing meeting rooms, improvements to the Riverwalk, site improvements, renovation of existing passenger elevators, new rest rooms, renovation of approximately 3 existing sets of rest rooms on the upper floors, conversion of exterior space to dry storage, wall finishes, carpeting, FF& E, chiller work, HVAC renovations and refurbishment of air handler units, refurbishment of existing air walls, new air wall systems, Ball Room upgrades, interior sign packages, badge access systems and controls, automatic door replacements at entrances, exterior door refurbishment, smoke hatch/exhaust fan replacements, various LED lighting upgrades, and controls system upgrades to DESIGO.

The project includes but is not limited to design and construction of, and performing public relations for, various renovations and capital improvements to the Convention Center property. The Owner will require the use of the Target Value Design process within the delivery Design/Build Delivery Method. The Owner will also require the contractor to work around an actively operating Convention Center and accommodate schedule provisions for fixed events included in the RFQ. Services will also include coordination and scheduling during the permitting and design phase, cost estimating, administering subcontracts and all related work required for a number of completed improvements. Services will be provided under a contract for a negotiated guaranteed maximum price with appropriate Public Construction Bonds.

The proposed budget is estimated at \$38 million.

A Pre-Submission Conference for this project will be held at 3:00PM Tuesday February 18, 2020, at 315 E Kennedy Blvd in the 3rd Floor City Council Chambers. Attendance is not mandatory.

Additional material may be found at demandstar.com and at: www.tampagov.net/contract-administration/programs/architectural-engineering-construction-and-related-rfq

Questions may be directed to Jim Greiner, P.E., Contract Administration, City of Tampa, (813) 274-8598, or E-Mail jim.greiner@tampagov.net.

An individual or entity ("Firm") responding to this RFQ must provide evidence of any required licenses, certificates, or registrations with its submission or within 10 days thereof in order to be considered. The City shall own all ideas, documents, plans, and materials developed as a result of this solicitation and Firm is informed same shall be subject to reuse in accordance with Section 287.055(10), Florida Statutes. Firm (i) confirms it has read and is familiar with Section 119.071(3), Florida Statutes regarding certain building plans, blueprints, schematic drawings, which depict the internal layout and structural elements of a building, facility, or other structure owned or operated by the City or other agency that are per said section exempt from Section 119.07(1), Florida Statutes and Section 24(a), Art. I of the Florida Constitution ("Exempt Plans") and (ii) agrees Firm shall remain in compliance with same, including maintaining the exempt status of such Exempt Plans for so long as they are held by Firm or otherwise in its possession. The City may cancel, withdraw, or modify this RFQ at any time and reserves the right to reject any or all responses and to waive irregularities, formalities, and informalities as it determines in the City's best interest.

Firms desiring to provide these services to the City must submit a single electronic file in searchable PDF format, Smaller than 5MB, that includes the attached RFQ Transmittal Memorandum completed as appropriate, a Letter of Interest addressed to Brad L. Baird, P.E., Chairman, and referring to this RFQ by number, together with a Statement of Qualifications and any supplemental material allowing evaluation for further consideration (short-listing) based upon the following criteria/point system: Successful Comparable Project Experience, 30 pts; Experience with Renovations to Urban Convention Center and Large Hotels, 10 pts; Successful Ability to work in Continuously Operating Event/Hospitality Facility, 5 pts; Successful Design-Build Project Experience with Local Government, 5 pts; Experience/Ability to Use Target Value Design in Design-Build Method, 5 pts; Workload and availability, 5 pts; Past performance/Low amount of City work, 5 pts; Form #A305, 5 pts; Workforce Development Program, 10 pts; Planned WMBE/SLBE Solicitation & Utilization (Form MBD 10 & 20), 20 pts.

The PDF file must be **E-Mailed to ContractAdministration@tampagov.net BEFORE 2 P.M. Thursday March 12, 2020**. As a courtesy, the City will endeavor provide an email acknowledgement usually sent within a few days after submission receipt (submissions received on the day of the deadline may not be acknowledged before the deadline or at all). It is Firm's responsibility to confirm its submission (PDF file) has been received.

**RFQ TRANSMITTAL MEMORANDUM
FOR A SUBMITTAL TO THE CITY OF TAMPA, FLORIDA**

TRANSMITTAL DATE:

RFQ NO. & TITLE:

TO: Brad L. Baird, P. E., Chairman Selection & Certification Committee (CCNA)
c/o Contract Administration Department via ContractAdministration@tampagov.net
306 East Jackson Street, 4th Floor North, Tampa, Florida 33602

SUBMITTER ("Firm") NAME:

FEDERAL TAX ID#:

FIRM TYPE: Individual/Sole Proprietor Joint Venture (JV)* Partnership (PN)* Corporation
 Limited Liability Company Other: _____

FIRM CONTACT NAME:

EMAIL:

PHONE:

CERTIFICATIONS: Firm is licensed, permitted, and certified as required to do business in Florida: Yes | No
License/registration/certification no(s): _____

Per §287.133, Fla. Stat., individuals or entities (including those meeting the §287.133, Fla. Stat. definition of "affiliate") placed on the convicted vendor list ("List") following a conviction for public entity crimes may not submit a bid, proposal, or reply ("Response") on a contract to provide any goods or services to a public entity, may not submit a Response on a contract with a public entity for the repair or construction of a public building or public work, may not submit a Response for leases of real property to a public entity, and may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in §287.017, Fla. Stat. for CATEGORY TWO for a period of 36 months from the date of placement on the List. Neither Firm nor its affiliates have been placed on the List: Yes | No

Firm's own initial application for employment has criminal history screening practices similar to those contained in Chapter 12, Article VI, Tampa Code (responses, whether "Yes" or "No", are for informational purposes only and will not be used as a basis for award or denial, or for any protest): Yes | No

Firm shall comply with all applicable governmental rules & regulations, including the City's Ethics Code (Sec. 2-522, Tampa Code). The City's Charter & Ethics Code prohibit any City employee from receiving any substantial benefit or profit out of any award or obligation entered into with the City, or from having any direct or indirect financial interest in effecting any such award or obligation. If Firm is successful, it shall ensure no City employee receives any such benefit or interest as a result of such award (See Sec.2-514(d), Tampa Code): Yes | No

Firm is not in arrears and is not in default upon any obligation to the City of Tampa: Yes | No

Firm agrees that if the City of Tampa determines Firm has participated in any collusive, deceptive, or fraudulent practices with regard to this submittal, in addition to any other remedy it may exercise, the City will have the right to debar Firm and deem invalid any contract let under such circumstances: Yes | No

Data or material Firm asserts to be exempted from public disclosure under Chapter 119, Fla. Stat., is submitted in a separate, single electronic searchable PDF file labeled with the above RFQ number and the phrase "Confidential Material", which identifies the data/material to be protected, states the reasons the data/material is exempt from public disclosure, and the specific Florida statute allowing such exemption (if "No" or otherwise, then Firm waives any possible or claimed exemption upon submission, effective at opening): Yes | No

FAILURE TO COMPLETE THE ABOVE MAY RESULT IN FIRM'S SUBMITTAL BEING DECLARED NON-RESPONSIVE

[SEAL] Authorized Signature (wet): _____
Printed Name: _____
Title: Sole Prop Pres Sr VP Gen Ptnr LLC Auth.Mbr/Mgr
 Other _____ (attach proof of authority)

STATE OF _____
COUNTY OF _____

The forgoing instrument was sworn (or affirmed) before me before me by means of physical presence or online notarization, this ____ day of _____, 20____ by _____ of _____ either in his/her individual capacity or where Firm is an entity as the _____ of _____, on behalf of such entity. He/She is personally known to me OR produced identification. Type of identification produced: _____

[NOTARY SEAL]

Printed Name: _____ Notary Public, State of _____
My Commission Expires: _____ Commission No: _____

* With submittal or within 10 days thereafter, Firm must provide a signed copy of the complete agreement between all JV/PN members indicating respective roles, responsibilities, and levels of participation.

Points Pursuant to Designated Industry Category: _____ (Refer to MBD Form 70 and Form 50-GFE Outreach)		
	Evaluation Criteria	Point Values
A.	Underutilized WMBE Firms participating as the Prime Contractor (City of Tampa Certified Only)	20
B.	City of Tampa Certified SLBE firms participating as the Prime Contractor, which include City of Tampa Certified WMBE/SLBE sub-(contractor, consultant) participation	5 - 15
C.	Non-City of Tampa Certified WMBE/SLBE Prime Contractor with meaningful sub-(contractor, consultant) participation by City Certified Underutilized WMBE and/or SLBE firms	1 - 15
D.	* External agency WMBE/SLBE/DBE certifications recognized by City of Tampa for designated RFP, RFQ, RFI solicitations	0 – 7

NOTE: The maximum points available for WMBE and/or SLBE participation will not exceed twenty (20)

Points are determined as follows (Requires Form 50-GFE):

- A. A maximum of twenty (20) rating points may be awarded when the Proposer is a City of Tampa Certified WMBE firm deemed underutilized within the Industry category established by the RFQ.
- B. A maximum of fifteen (15) rating points may be awarded when the Proposer is a City of Tampa certified SLBE with meaningful participation by City certified WMBE/SLBE sub-contractors/consultants.
- C. One to Fifteen (1-15) rating points may be awarded when the Proposer is not a City of Tampa certified WMBE/SLBE prime contractor but utilizes either Underutilized WMBE and/or SLBE certified firm(s) as sub-contractors/consultants and assigned to perform meaningful segments of the contractual services detailed herein and documented on the enclosed MBD Form 10-20.
- D. A maximum of seven (7) “discretionary” rating points may be awarded when the Proposer provides WMBE/SLBE participation from an external agency recognized by the City. Discretionary points may be awarded for ancillary participation (see definition). The point values for ancillary participation may be subordinate to weighted values outlined in categories A, B and C above.

NOTE: *WMBE participation is narrowly-tailored (per policy) to target underutilization of affected groups in specific trade/industry categories. Any WMBE/SLBE achievement that was not designated on MBD Form 70 is considered ancillary. Ancillary participation may be counted with overall participation and credited to your rating points when underutilization criteria are met.

The maximum number of points available for WMBE and/or SLBE participation will not exceed a total of twenty (20) points.

GMP Exhibit

Tampa's Equal Business Opportunity Program Procedures for GMP Contracts

- The City of Tampa's Equal Business Opportunity Program (EBO) requires setting a construction subcontract goal on each GMP under the CM /or D-Build delivery system.
- Prior to the time construction subcontract goals are set, the Construction Manager (CM) or the Design-Builder (D-B) provides information on subcontract packages planned for the construction phase(s) and their sequencing.
(Ref: use Detailed GMP Estimate and MBD Form-80 PTW)
- The CM (or D-B) participates in a meeting wherein the City will establish narrowly-tailored project goals for SLBE and/or W/MBE subcontractor participation on the project.
(Ref: use MBD Form-70)
- For each subcontracting package to be bid, the CM (or D-B) confirms with the MBD Office, the City's minimum contact list of available SLBE and/or W/MBE firms to be solicited. Note: strategic, extensive outreach is the CM/DB's responsibility (i.e. GFECF)
(Ref: use Minimum Contact List provided w/final Project EBO Determination Goal)
- The CM (or D-B) documents the notification of **all** potential subcontractors, including the SLBE or W/MBE firms identified above, i.e. minimum contact list of certified firms.
(Ref: use DMI 10-20 for construction phase Solicitation/Utilization outcomes)
- The CM (or D-B) receives, opens, and tabulates subcontract bid results. The City, including representatives of the managing department and the MBD Office, may be present for the bid openings or to review the bids submitted.
(Ref: use MBD Form-50 GFECF outreach w/documentation)
- The CM (or D-B) provides to the City, a tabulation of all bids received and its determination of the lowest responsive/responsible bidder. If bids received exceed contracted Guaranteed Maximum Price, CM (or D-B) advises City as to how they will proceed. If re-bidding is selected, notification at least equal to the original solicitation will occur. **(Ref: Reaffirm EBO Outreach)**
- As all subcontracts are executed, final copies are provided to the City. Where participation is achieved via sub-subcontractors and/or suppliers, the CM (or D-B) provides the City and MBD with copy of executed agreement or purchase order as documentation. **(Ref: use MBD Form-40 LOIs execute "Letters-of-Intent")**
- During construction, monitoring activities may including but may not be limited to, subcontractor payment reports to be submitted with pay requests, prior approval by the MBD Office and the managing departments, of any replacement of SLBE or W/MBE subcontractors, and a report of final amounts paid to all subcontractors.
(Ref: use #1-DMI 30 Form w/Pay Applications; #2-Prime & Subs must log into Diversity Mgt. Compliance System to report payment activity)



Good Faith Effort Compliance Plan Guidelines

for Women/Minority Business Enterprise/Small Local Business Enterprise Participation
City of Tampa - Equal Business Opportunity Program
(MBD Form 50 – detailed instructions on page 2 of 2)

Contract Name _____ Bid Date _____

Bidder/Proposer _____

Signature _____ Date _____

Name _____ Title _____

The Compliance Plan with attachments is a true account of Good Faith Efforts (GFE) made to achieve the participation goals as specified for Women/Minority Business Enterprises/Small Local Business Enterprises (WMBE/SLBE) on the referenced contract:

The WMBE/SLBE participation **Goal is Met or Exceeded**. See DMI Forms 10 and 20 which accurately report all subcontractors solicited and all subcontractors to-be-utilized.

The WMBE/SLBE participation Goal is **Not Achieved**. The following list is an overview of the baseline GFE action steps already performed. Furthermore, it is understood that these GFE requirements are weighted in the compliance evaluation based on the veracity and demonstrable degree of documentation provided with the bid/proposal:

(Check applicable boxes below. Must enclose supporting documents accordingly with remarks)

- (1) Solicited through reasonable and available means the interest of WMBE/SLBEs that have the capability to perform the work of the contract. The Bidder or Proposer must solicit this interest within sufficient time to allow the WMBE/SLBEs to respond. The Bidder or Proposer must take appropriate steps to follow up initial solicitations with interested WMBE/SLBEs. See DMI report forms for subcontractors solicited. See enclosed supplemental data on solicitation efforts. Qualifying Remarks:
- (2) Provided interested WMBE/SLBEs with adequate, specific scope information about the plans, specifications, and requirements of the contract, including addenda, in a timely manner to assist them in responding to the requested-scope identified by bidder/proposer for the solicitation. See enclosed actual solicitations used. Qualifying Remarks:
- (3) Negotiated in good faith with interested WMBE/SLBEs that have submitted bids (e.g. adjusted quantities or scale). Documentation of negotiation must include the names, addresses, and telephone numbers of WMBE/SLBEs that were solicited; the date of each such solicitation; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why agreements could not be reached with WMBE/SLBEs to perform the work. Additional costs involved in soliciting and using subcontractors is not a sufficient reason for a bidder/proposer's failure to meet goals or achieve participation, as long as such costs are reasonable. Bidders are not required to accept excessive quotes in order to meet the goal. DMI Utilized Forms for sub-(contractor/consultant) reflect genuine negotiations This project is an RFQ/RFP in nature and negotiations are limited to clarifications of scope/specifications and qualifications. See enclosed documentation. Qualifying Remarks:
- (4) Not rejecting WMBE/SLBEs as being unqualified without justification based on a thorough investigation of their capabilities. The WMBE/SLBEs standing within its industry, membership in specific groups, organizations / associations and political or social affiliations are not legitimate causes for rejecting or not soliciting bids to meet the goals. Not applicable. See attached justification for rejection of a subcontractor's bid or proposal. Qualifying Remarks:
- (5) Made scope(s) of work available to WMBE/SLBE subcontractors and suppliers; and, segmented portions of the work or material consistent with the available WMBE/SLBE subcontractors and suppliers, so as to facilitate meeting the goal. Sub-Contractors were allowed to bid on their own choice of work or trade without restriction to a pre-determined portion. See enclosed comments. Qualifying Remarks:
- (6) Made good faith efforts, despite the ability or desire of Bidder/Proposer to perform the work of a contract with its own forces/organization. A Bidder/Proposer who desires to self-perform the work of a contract must demonstrate good faith efforts if the goal has not been met. Sub-Contractors were not prohibited from submitting bids/proposals and were solicited on work typically self-performed by the prime. Qualifying Remarks:
- (7) Segmented portions of the work to be performed by WMBE/SLBEs in order to increase the likelihood that the goals will be met. This includes, where appropriate, breaking out contract work items into economically feasible units (quantities/scale) to facilitate WMBE/SLBE participation, even when the Bidder/Proposer might otherwise prefer to perform these work items with its own forces. Sub-Contractors were allowed to bid on their own choice of work or trade without restriction to a pre-determined portion. Sub-Contractors were not prohibited from submitting bids/proposals and were solicited on work typically self-performed by the prime. See enclosed comments. Qualifying Remarks:
- (8) Made efforts to assist interested WMBE/SLBEs in obtaining bonding, lines of credit, or insurance as required by the city or contractor. See enclosed documentation on initiatives undertaken and methods to accomplish. Qualifying Remarks:
- (9) Made efforts to assist interested WMBE/SLBEs in obtaining necessary equipment, supplies, materials, or related assistance or services, including participation in an acceptable mentor-protégé program. See enclosed documentation of initiatives and/or agreements. Qualifying Remarks:
- (10) Effectively used the services of the City and other organizations that provide assistance in the recruitment and placement of WMBE/SLBEs. See enclosed documentation. The following services were used:

Note: Provide any unsolicited information that will support the Bid/RFP Compliance Evaluation. Named Documents Are:



Participation Plan: Guidance for Complying with Good Faith Efforts Outreach
(page 2 of 2)

1. All firms on the WMBE/SLBE Goal Setting List must be solicited and documentation provided for email, fax, letters, phone calls, and other methods of outreach/communication with the listed firms. The DMI Solicited and DMI-Utilized forms must be completed for all firms solicited or utilized. Other opportunities for subcontracting may be explored by consulting the City of Tampa MBD Office and/or researching the on-line Diversity Management Business System Directory for Tampa certified WMBE/SLBE firms.
2. Solicitation of WMBE/SLBEs, via written or electronic notification, should provide specific information on the services needed, where plans can be reviewed and assistance offered in obtaining these, if required. Solicitations should be sent a minimum of a week (i.e. 5 business days or more) before the bid/proposal date. Actual copies of the bidder's solicitation containing their scope specific instructions should be provided.
3. With any quotes received, a follow-up should be made when needed to confirm detail scope of work. For any WMBE/SLBE low quotes rejected, an explanation shall be provided detailing negotiation efforts.
4. If a low bid WMBE/SLBE is rejected or deemed unqualified the contractor must provide an explanation and supporting documentation for this decision.
5. Prime shall break down portions of work into economical feasible opportunities for subcontracting. The WMBE/SLBE directory may be useful in identifying additional subcontracting opportunities and firms not listed in the "WMBE/SLBE Goal Setting Firms List."
6. Contractor shall not preclude WMBE/SLBEs from bidding on any part of work, even if the Contractor may desire to self-perform the work.
7. Contractor shall avoid relying solely on subcontracting out work-scope where WMBE/SLBE availability is not sufficient to attain the pre-determined subcontract goal set for the Bid or when targeted sub-consultant participation is stated within the RFP/RFQ.
8. In its solicitations, the Bidder should offer assistance to WMBE/SLBEs in obtaining bonding, insurance, et cetera, if required of subcontractors by the City or Prime Contractor.
9. In its solicitation, the Bidder should offer assistance in obtaining equipment for a specific job to WMBE/SLBEs, if needed.
10. Contractor should use the services offered by such agencies as the City of Tampa Minority and Small Business Development Office, Hillsborough County Entrepreneur Collaborative Center, Hillsborough County Economic Development Department's MBE/SBE Program and the NAACP Empowerment Center to name a few for the recruitment and placement of WMBEs/SLBEs.



Failure to Complete, Sign and Submit Both Forms 10 & 20 SHALL render the Bid or Proposal Non-Responsive

**Page 1 of 4 – DMI Solicited/Utilized Schedules
City of Tampa – Schedule of **All Solicited** Sub-(Contractors/Consultants/Suppliers)
(FORM MBD-10)**

Contract No.: _____ Contract Name: _____
Company Name: _____ Address: _____
Federal ID: _____ Phone: _____ Fax: _____ Email: _____

Check applicable box(es). Detailed Instructions for completing this form are on page 2 of 4.

- No Firms were contacted or solicited for this contract.
- No Firms were contacted because: _____
- See attached list of additional Firms solicited and all supplemental information (List must comply to this form)
Note: Form MBD-10 must list ALL subcontractors solicited including Non-minority/small businesses

NIGP Code Categories: Buildings = 909, General = 912, Heavy = 913, Trades = 914, Architects = 906, Engineers & Surveyors = 925, Supplier = 912-77

S = SLBE W=WMBE O = Neither	Company Name Address Phone, Fax, Email	Type of Ownership (F=Female M=Male) BF BM = African Am. HF HM = Hispanic AF AM = Asian Am. NF NM = Native Am. CF CM = Caucasian	Trade or Services NIGP Code (listed above)	Contact Method L=Letter F=Fax E=Email P=Phone	Quote or Response Received Y/N

Failure to Complete, Sign and Submit
this form with your Bid or Proposal
Shall render the Bid N -

It is hereby certified that the information provided is an accurate and true account of contacts and solicitations for sub-contracting opportunities on this contract.

Signed: _____ Name/Title: _____ Date: _____

Failure to Complete, Sign and Submit Both Forms 10 & 20 SHALL render the Bid or Proposal Non-Responsive
Forms must be included with Bid / Proposal



Instructions for completing The Sub-(Contractors/Consultants/ Suppliers) Solicited Form (Form MBD-10)

This form must be submitted with all bids or proposals. All subcontractors (regardless of ownership or size) solicited and subcontractors from whom unsolicited quotations were received must be included on this form. The instructions that follow correspond to the headings on the form required to be completed. Note: Ability or desire to self-perform all work shall not exempt the prime from Good Faith Efforts to achieve participation.

- **Contract No.** This is the number assigned by the City of Tampa for the bid or proposal.
- **Contract Name.** This is the name of the contract assigned by the City of Tampa for the bid or proposal.
- **Contractor Name.** The name of your business and/or doing business as (dba) if applicable.
- **Address.** The physical address of your business.
- **Federal ID. FIN.** A number assigned to your business for tax reporting purposes.
- **Phone.** Telephone number to contact business.
- **Fax.** Fax number for business.
- **Email.** Provide email address for electronic correspondence.
- **No Firms were contacted or solicited for this contract.** Checking the box indicates that a pre-determined Subcontract Goal or Participation Plan Requirement was not set by the City resulting in your business not using subcontractors and will self-perform all work. If during the performance of the contract you employ subcontractors, the City must pre-approve subcontractors. Use of the “Sub-(Contractors/Consultants/Suppliers) Payments” form (MBD Form-30) must be submitted with every pay application and invoice. Note: Certified **SLBE or WMBE firms** bidding as Primes **are not exempt** from outreach and solicitation of subcontractors.
- **No Firms were contacted because.** Provide brief explanation why no firms were contacted or solicited.
- **See attached documents.** Check box, if after you have completed the DMI Form in its entirety, you need more space to list additional firms and/or if you have supplemental information/documentation relating to the form. All DMI data not submitted on the MBD Form-10 must be in the same format and have all requested data from MBD Form-10 included.

The following instructions are for information of any and all subcontractors solicited.

- **“S” = SLBE, “W” = WMBE.** Enter “S” for firms Certified by the City as Small Local Business Enterprises and/or “W” for firms Certified by the City as either Women/Minority Business Enterprise; **“O” = Non-certified others.**
- **Federal ID. FIN.** A number assigned to a business for tax reporting purposes. This information is critical in proper identification and payment of the contractor/subcontractor.
- **Company Name, Address, Phone & Fax.** Provide company information for verification of payments.
- **Type of Ownership.** Indicate the Ethnicity and Gender of the owner of the subcontracting business.
- **Trade, Services, or Materials** indicate the trade, service, or materials provided by the subcontractor. NIGP codes aka “National Institute of Governmental Purchasing” are listed at top section of document.
- **Contact Method L=letter, F=fax, E=Email, P=Phone.** Indicate with letter the method(s) of soliciting for bid.
- **Quote or Resp. (response) Rec’d (received) Y/N.** Indicate “Y” Yes if you received a quotation or if you received a response to your solicitation. Indicate “N” No if you received no response to your solicitation from the subcontractor. Must keep records: log, ledger, documentation, etc. that can validate/verify.

If additional information is required or you have questions, please contact the Equal Business Opportunity Program - Minority and Small Business Development Office at (813) 274-5522.



Failure to Complete, Sign and Submit Both Forms 10 & 20 SHALL render the Bid or Proposal Non-Responsive

Page 3 of 4 – DMI Solicited/Utilized Schedules
City of Tampa – Schedule of All To-Be-Utilized Sub-(Contractors/Consultants/Suppliers)
(FORM MBD-20)

Contract No.: _____ Contract Name: _____
 Company Name: _____ Address: _____
 Federal ID: _____ Phone: _____ Fax: _____ Email: _____

Check applicable box(es). Detailed Instructions for completing this form are on page 4 of 4.

See attached list of additional Firms Utilized and all supplemental information (List must comply to this form)

Note: Form MBD-20 must list ALL subcontractors To-Be-Utilized including Non-minority/small businesses

No Subcontracting/consulting (of any kind) will be performed on this contract.

No Firms are listed to be utilized because: _____

NIGP Code General Categories: Buildings = 909, General = 912, Heavy = 913, Trades = 914, Architects = 906, Engineers & Surveyors = 925, Supplier = 912-77

Enter "S" for firms Certified as Small Local Business Enterprises, "W" for firms Certified as Women/Minority Business Enterprise, "O" for Other Non-Certified

S = SLBE W=WMBE O =Neither	Company Name Address Phone, Fax, Email	Type of Ownership (F=Female M=Male) BF BM = African Am. HF HM = Hispanic Am. AF AM = Asian Am. NF NM = Native Am. CF CM = Caucasian	Trade, Services, or Materials NIGP Code Listed above	\$ Amount of Quote. Letter of Intent (LOI) if available	Percent of Scope or Contract %

Failure to Complete, Sign and Submit
 this form with your Bid or Proposal
 Shall render the Bid Non-Responsive

Total ALL Subcontract / Supplier Utilization \$ _____
 Total SLBE Utilization \$ _____
 Total WMBE Utilization \$ _____
 Percent SLBE Utilization of Total Bid/Proposal Amt. _____% Percent WMBE Utilization of Total Bid/Proposal Amt. _____%

It is hereby certified that the following information is a true and accurate account of utilization for sub-contracting opportunities on this Contract.

Signed: _____ Name/Title: _____ Date: _____

Failure to Complete, Sign and Submit Both Forms 10 & 20 SHALL render the Bid or Proposal Non-Responsive
Forms must be included with Bid / Proposal



Page 4 of 4 DMI – Solicited/**Utilized**

Instructions for completing **The Sub-(Contractors/Consultants/ Suppliers) to be Utilized Form (Form MBD-20)**

This form must be submitted with all bids or proposals. All subcontractors (regardless of ownership or size) projected to be utilized must be included on this form. Note: Ability or desire to self-perform all work shall not exempt the prime from Good Faith Efforts to achieve participation.

Contract No. This is the number assigned by the City of Tampa for the bid or proposal.

- **Contract Name.** This is the name of the contract assigned by the City of Tampa for the bid or proposal.
- **Contractor Name.** The name of your business and/or doing business as (dba) if applicable.
- **Address.** The physical address of your business.
- **Federal ID. FIN.** A number assigned to your business for tax reporting purposes.
- **Phone.** Telephone number to contact business.
- **Fax.** Fax number for business.
- **Email.** Provide email address for electronic correspondence.
- **No Subcontracting/consulting (of any kind) will be performed on this contract.** Checking box indicates your business will not use subcontractors when no Subcontract Goal or Participation Plan Requirement was set by the City, but will self-perform all work. When subcontractors are utilized during the performance of the contract, the “Sub-(Contractors/Consultants/Suppliers) Payments” form (MBD Form-30) must be submitted with every pay application and invoice. Note: certified **SLBE or WMBE firms** bidding as Primes **are not exempt** from outreach and solicitation of subcontractors, including completion and submitting Form-10 and Form-20.
- **No Firms listed To-Be-Utilized.** Check box; provide brief explanation why no firms were retained when a goal or participation plan requirement was set on the contract. Note: mandatory compliance with Good Faith Effort outreach (GFECF) requirements applies (MBD Form-50) and supporting documentation must accompany the bid.
- **See attached documents.** Check box, if after completing the DMI Form in its entirety, you need more space to list additional firms and/or if you have supplemental information/documentation relating to the scope/value/percent utilization of subcontractors. Reproduce copies of MBD-20 and attach. All data not submitted on duplicate forms must be in the same format and content as specified in these instructions.

The following instructions are for information of Any and All subcontractors To Be Utilized.

- **Federal ID. FIN.** A number assigned to a business for tax reporting purposes. This information is critical in proper identification of the subcontractor.
- **“S” = SLBE, “W” = WMBE.** Enter “S” for firms Certified by the City as Small Local Business Enterprises and/or “W” for firms Certified by the City as Women/Minority Business Enterprise; **“O” = Non-certified others.**
- **Company Name, Address, Phone & Fax.** Provide company information for verification of payments.
- **Type of Ownership.** Indicate the Ethnicity and Gender of the owner of the subcontracting business.
- **Trade, Services, or Materials (NIGP code if Known)** Indicate the trade, service, or material provided by the subcontractor. Abbreviated list of NIGP is available at <http://www.tampagov.net/mbd> “Information Resources”.
- **Amount of Quote, Letters of Intent** (required for both SLBEs and WMBEs).
- **Percent of Work/Contract.** Indicate the percent of the total contract price the subcontract(s) represent. For CCNA only (i.e. Consultant A/E Services) you must indicate subcontracts as percent of total scope/contract.
- **Total Subcontract/Supplier Utilization.** – Provide total dollar amount of all subcontractors/suppliers projected to be used for the contract. (Dollar amounts may be optional in CCNA depending on solicitation format).
- **Total SLBE Utilization.** Provide total dollar amount for all projected SLBE subcontractors/Suppliers used for this contract. (Dollar amounts may be optional in CCNA proposals depending on the solicitation format).
- **Total WMBE Utilization.** Provide total dollar amount for all projected WMBE subcontractors/Suppliers used for this contract. (Dollar amounts may be optional in CCNA proposals depending on the solicitation format).
- **Percent SLBE Utilization.** Total amount allocated to SLBEs divided by the total bid/proposal amount.
- **Percent WMBE Utilization.** Total amount allocated to WMBEs divided by the total bid/proposal amount.

If additional information is required or you have questions, please contact the Equal Business Opportunity Program - Minority and Small Business Development Office at (813) 274-5522.

Procurement Guidelines To Implement Minority & Small Business Participation

Underutilized WMBE Primes by Industry Category

FORMAL PROCUREMENT	Construction	Construction-Related	Professional	Non-Professional	Goods
	Black	Asian	Black	Black	Black
	Hispanic	Native Am.	Hispanic	Asian	Hispanic
	Native Am.	Woman	Asian	Native Am.	Asian
	Woman		Native Am.		Native Am.
			Woman		Woman

Underutilized WMBE Sub-Contractors / Sub-Consultants

SUB WORK	Construction	Construction-Related	Professional	Non-Professional	Goods
	Black	Black	Black	Black	Black
		Asian	Hispanic	Asian	Asian
		Native Am.	Asian	Native Am.	Native Am.
		Woman	Native Am.		Woman
			Woman		

Policy

The Guidelines apply to formal procurements and solicitations. WMBE participation will be narrowly-tailored.

Index

- Black = Black/African-American Business Enterprise
- Hispanic = Hispanic Business Enterprise
- Asian = Asian Business Enterprise
- Native Am. = Native American Business Enterprise
- Woman = Woman Business Enterprise (Caucasian)

Industry Categories

Construction is defined as: new construction, renovation, restoration, maintenance of public improvements and underground utilities.

Construction-Related Services are defined as: architecture, professional engineering, landscape architecture, design build, construction management services, or registered surveying and mapping.

Professional Services are defined as: attorney, accountant, medical doctor, veterinarian, miscellaneous consultant, etc.

Non-Professional Services are defined as: lawn maintenance, painting, janitorial, printing, hauling, security guard, etc.

Goods are defined as: all supplies, materials, pipes, equipment, machinery, appliances, and other commodities.

MBD Form-70



**RFQ: 19-C-00052
TAMPA CONVENTION CENTER
NEW MEETING ROOMS AND BUILDING RENOVATIONS
DESIGN-BUILD SERVICES**

DESIGN CRITERIA PACKAGE



PREPARED BY:

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ECONOMIC AND URBAN DEVELOPMENT DEPARTMENT**

CITY OF TAMPA

February 6, 2020

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DESIGN CRITERIA

I. Introduction and Scope Summary

The City of Tampa has prepared the enclosed Design Criteria Package for Design-Build Services related to the Tampa Convention Center Renovations and New Meeting Rooms. The following is summary of the scope that may include, but not be limited to the following:

Site Related Work

- Removal of 3 sets of existing exterior stairs, installation of approx. 4ft high concrete wall with precast cladding to match existing, and approximately 240 LF of new decorative railing (Design 95% Complete)
- New 8ft wide Ramps with decorative railing to the Lower Riverwalk (one at each end) (Design Complete)
- Curb and sidewalk work at the drop-off area and miscellaneous areas (Design 50-90% Complete)
- Miscellaneous Parking Improvements
- General site work, site utilities, sidewalks and related streetscape improvements

New Construction Related Work

- Demolition of the existing Porch roof structure and precast cladding over the Upper Riverwalk
- Construction of 18 New Meeting Rooms over the Riverwalk (Previous design will require modifications and value engineering)
- New Service Elevator (requires related renovations mentioned below)

Interior Renovations Related Work (Initial Phase to Occur during New Meeting Room Construction)

- Demolition of Rest Room #2 (Design Complete)
- Construction of a New Meeting Room #13 (Former Rest Room #2) (Design Complete)
- Conversion of Meeting Room 30B into new rest rooms to support the New Meeting Rooms (approx. 600 SF) (Full Design Needed)
- Convert Chair Storage Area into Rest Rooms (approx. 850 SF) (Design Complete)
- Conversion of Existing Meeting Room #11 into a service corridor for the new elevator (Design 90% Complete)
- Renovation of 4th Floor Restrooms #17, #18, & #19

Interior Renovations Related Work (Final Phase)

- Renovation of the existing Meeting Rooms 1 through 9, 11 through 17, 30A through 39 (Separate Phasing after New Meeting Rooms are constructed and operational)

- Refurbishment of fabric panels of the Existing Meeting Room Fronts in Pre-Function Corridor Areas and replacement of related cove lighting above panels
- Rest Rooms Renovations on Office Level (4th Floor)

Vertical Circulation Related Work

- Rehabilitation of 4 existing Passenger Elevators (Design Complete)
- Upgrade and modification of 4th Floor Elevator Openings (Design Complete)

HVAC and Related Building Systems other than New Construction

- Renovation of 36 existing air handlers, controls, and upgrade the related control software/hardware
- Upgrading/Refurbishment of existing chiller system

Other Related Scope Requirements

- Full design services or as noted above, including preparation of record drawings for use during design phase, etc.
- Design Architect will be required to adopt and adapt as necessary the completed drawings of the previous architect of record and follow the procedures for a successor architect adopting as his own the work of another architect as outlined in Rule 61G1-18.002, Florida Administrative Code.
- Scheduling of related logistics within a fully operational Convention Center Facility with minimal impact to Conventioneers and Customers
- Owner requires the use of Target Value Design as a Delivery Method Tool for the Project
- Development of one (1) Master GMP for construction to account for scheduling around the enclosed list of events between May 2020 and September 2022
- In addition to the above scope items, the following items contain the project history and overview description of the project requirements:

II. Building History

Significance

The Tampa Convention Center is large facility with a mix meeting rooms, ball rooms, and exhibit halls. The building was built in 1990, renovated in 2001 to convert a café space with storage into additional meeting rooms. In 2015, the City contemplated a refresh of the facilities to include updated rest rooms, new finishes in the meeting rooms, and rehabilitation of the elevators.

Site

The location of the Tampa Convention Center is on South Franklin Street adjoining the river heart of the downtown central business district. The most prominent face of the building is facing the river and is the forefront of many of more dramatic views of the city skyline.

Interior

The Tampa Convention Center interiors area characterized by precast column covers, fabric covered wall panels with honey maple 1x6 trim, terrazzo, split-face block, and metal column covers incorporated into the window wall systems.

Building Façade

The building consists of several different enclosure systems with the predominate one being decorative precast concrete panels. The second most common material is split-face or smooth face integrally colored concrete masonry. The remainder of the opening are window wall systems for the respective public area or meeting rooms that face the river.

Building Renovation History – Time Line

Since 2001, the building has gone through several renovations including:

2001 – Conversion of the original Café Space and Storage to three new Meeting Rooms, Conversion of the 4th Floor Office in to Meeting Rooms 30A through Meeting 39, expansion of the 4th Floor corridor, and addition of two stairs to the Convention Floor Level

2006 – Conversion of Agam Fountain into a Park Area

2009 – Conversion of former Agam Fountain into The Sail Pavilion Bar

2011 – Addition of exterior Rest Rooms at the Sail Pavilion

2017 – Renovation of Interior Rest Rooms

2018-2019 – Addition of Big Ray’s Fish Camp Building, The Sail Plaza, and additions of Ramps #1 and #4 along the Upper River Walk

2018-2019 – New Trash Compactor and sidewalks along Franklin Street

2019 – Renovation of 3 Concession Stands within the Exhibit Halls, Conversion of Bay Bistro to a Datz Restaurant

III. Site Related Work

The Tampa Convention Center covers approximately 3 city blocks and is adjacent to three local streets in the downtown area. The Convention Center is unique in the fact that it both an Upper and Lower Riverwalk. The Lower Riverwalk is the portion of the Riverwalk immediately adjacent to the river and the north docks. The Lower Riverwalk is approximately 300 feet long.

Modification of Stairs & New Ramps

The plan calls for the removal of 5 sets of existing exterior stairs and the installation of approximately 4 foot high concrete wall with precast cladding to match the existing precast. This portion of work will include approximately 240 LF of new decorative railing. At each end of the Lower Riverwalk, there is a 17 foot wide staircase to be modified to include an 8 foot wide ramp, a 1 foot wide decorative retaining for the stairs, and the required hand railing and guard railing to match the new design standard for the Convention Center.

Parking and Pedestrian Related Improvements

The Convention Center is an activity hub that supports multiple forms of mobility including pedestrians, bicycling, ride sharing, vehicles, buses, and shuttles. There are number of improvements to be completed to enhance connectivity, accessibility, functionality, flexibility, and aesthetics. These may include but not limited to:

- Curb and sidewalk work at the drop-off area and miscellaneous areas
- Bump Out and Curb Ramps at Channelside Drive and Franklin Street
- Parking Lot Improvements to North Parking Lot

- Miscellaneous Improvements to Tampa Street & Brorien Street for improved access to the Parking Garage
- Bump Out and Curb Ramps at Ashley Drive and Brorien Street with miscellaneous sidewalk work along Brorien between Ashley Drive and Tampa Street

IV. New Construction Related Work

The Tampa Convention Center has been successful at booking conventions and events for approximately 3 years into the future. Due to this success, there is a demand for newer and better facilities to serve these customers. The initial goal is to renovate the existing meeting rooms while keeping the facility in full operation during construction. However, the staff identified the need have additional meeting rooms to offset the demand during the renovations portion of the project.

New Meeting Rooms

The City has previously contracted with a designer to design 18 new meeting rooms over the Upper Riverwalk adjacent to the West Hall. This scope of work includes the demolition of the existing porch roof structure and precast cladding over the Upper Riverwalk. The construction of 18 new meeting rooms over the Upper Riverwalk will utilize the existing structural columns. The proposed floor plans and exterior elevations will need to modification and value engineering to some degree. The proposed design utilizes existing floor space with the West Hall for the corridors and stairways to serve third and fourth levels. The Owner wishes to include a solar panel system as part of the roof system if feasible.

V. Interior Renovations Related Work

There is an initial phase of construction that may need to occur prior to or during the New Meeting Room construction phase of the project. In order to attain the required number of toilet facilities for the new meeting rooms, there is a need to convert certain storage areas and potentially a underutilized meeting to rest room facilities. This will include the following:

Restrooms

Meeting Room 30B into new rest rooms to support the New Meeting Rooms (approx. 600 SF)
(Full Design Needed)

Convert Chair Storage Area into Rest Rooms (approx. 850 SF) (Design Complete)

New Service Elevator

The construction of a new service elevator is also needed for the project. The design for the new service elevator is complete. This requires some meeting room modifications as the location of the new service elevator on the Ball Room Level (Floor 1) lands in the current Meeting Room #11. To accomplish this new elevator construction, the contractor will need to construct a new meeting room space where an existing rest room is located (Rest Room #2). Thus, Rest Room #2 will need to be demolished in order to construct the new meeting room space. There is an air wall between Meeting Rooms #11 and #12 which can be closed after the completion of the new meeting room space. The new meeting room space will become the new Meeting Room #13 when the project is complete. The existing Meeting Room #11 will become the new service

corridor with the service elevator. The existing Meeting Rooms #12 & #13 will be renumbered as Meeting Rooms #11 & #12 respectively. The new service corridor (former Meeting Room #11) will include two single restrooms and a small EMT station.

VI. Interior Renovations Related Work (Final Phase)

The project will include renovation of the existing Meeting Rooms 1 through 9, 11 through 17, 30A (except 30B) through 39 This portion of the work will need to occur in separate phasing after New Meeting Rooms are constructed and operational. The renovations will include:

- Removal of certain finishes, Painting, and new finishes within each room
- Carpeting in each meeting room
- Refurbishment of fabric panels of the Existing Meeting Room Fronts in Pre-Function Corridor Areas
- Minor ceiling work and installation of new lighting fixtures as noted on the plans
- Renovation of vestibule tiling and drinking fountains at Rest Rooms #7, #8, #9, and #10 to match the recently renovated spaces on the Ball Room Level

VII. Vertical Circulation Related Work

The project requires the rehabilitation of 3 existing Passenger Elevators (#1, #2, & #5) and 1 Service Elevator (#3). The design is complete for this work. These four elevators are to be rehabilitated from hydraulic to machine room less (MRL). Elevators #1 & #2 share a common shaft located near Meeting Room #1. These two elevators will need to be completed at the same time. Elevator #1 serves all four levels. However, elevator #2 currently only serves the Ball Room Level, the Registration Level, and the Convention Level. Elevator #2 will need to be extended to the Office Level which is accounted for within the design. Elevator #3 is a service elevator located immediately adjacent to the Freight Elevator (#4). The service elevator is another elevator that does not reach the Office Level. The design to extend this to the Office Level will need to be included in this scope of work. The Freight Elevator (#4) does extend to the Office Level is being rehabilitated under another contract at this time.

VIII. HVAC and Related Building Systems other than New Construction

The HVAC system at the Convention Center overall is approximately 30 years old. The facility has been using most of the HVAC equipment for a year prior opening on October 15, 1990. Certain portions of the system have been replaced or upgraded recently. The remainder of the air handlers identified in the attached report will need to be rehabilitated to the specifications outlined in the specifications and drawings.

The following items are to be included in project:

- (#1) Replace air handling units AHU-25, 27, 28, 30, 31, 35, and 36. Increase the capacity on all the units by 15-20%. (New Units ~ 135,000 CFM total)
- (#2) Dedicated OA (Outdoor Air) units to serve the exhibit hall and replace the current OAAHU supply fans. (2) 56,000 CFM and (1) 28,000 CFM (140,000 CFM total)

- This will be run independently of units AHU- 1 thorough -10 during low load conditions to keep the Exhibit hall positively pressurized with cool air.
- Offers Owner ability to run in conjunction with units AHU-1 through -10 to reduce load on individual units.
- This will help keep the building positively pressurized in order to keep out warm humid air.
- Will facilitate Exhibit hall reaching desired temperature faster when preparing for events.
- Add Energy Recovery Ventilators (ERV) to recover some cooling.
- Add small duct from units to the atrium to help cool and pressurize the area.
- (#3) Dual path units on the replacements for AHU-25, 27, 28 (~11,000 total OA) OR a dedicated OA unit
 - Will constantly bring in cooled OA to prefunction/atrium area.
 - Will help reduce humidity levels in prefunction/atrium area.
 - Will help positively pressurize building.
 - Provide with heat pipe around coil for free reheat.
- (#4) Add ERVs (Energy Recovery Ventilators) on 26/30 and 29/31 to replace SF-16:
 - Will help reduce humidity levels in prefunction/atrium area.
 - Will help positively pressurize building.
 - Replaces noisy SF-16 located above office.
- (#5) Replace pneumatic controls on all units
 - Install PIC valves
 - Replace dampers and actuators
- (#6) Replace ductwork and some VAV terminal units for Executive board room (4th floor) and meeting rooms 30A and 30B:
 - Currently undersized air pathways for current load in spaces.
- (#7) Replace AHU-19, -20 and increase capacity
 - In conjunction with #8 will keep meeting rooms at a more comfortable temperature.
 - See attached floor plans and narrative.
- (#8) Replace ductwork and some VAV terminal units for:
 - Currently undersized air pathways for current load in spaces.
 - Meeting rooms 1-10, meeting rooms 36-39, 3rd floor admin areas, add return duct for meeting rooms 18-25.
 - Add smoke/fire dampers, return grilles and ductwork to AHU-26 and -29. With current undersized return air path.
- (#9) Replace 24,000 CFM rotoclone kitchen exhaust fan, and repair platform. (Completed previously, not in contract)
- (#10) Add BCUs (Blower Coil Units) to Chiller Plant and electrical room to pressurize and temper air to help equipment longevity and operator comfort.
- (#11) Replace 15 of the current FCUs (Fan Coil Units)
- (#12) Chiller Plant - Updates:
 - Convert to all variable flow plant
 - Replace pump motors with VFD capable units

- Replace old Trane chillers (2) 600 tons and (1) 1450 ton not VFD capable
- Requires some design work to accomplish
- Update Building Control System software, central computer, and graphics

IX. Other Related Scope Requirements

The Owner will require proposals to include full design services or as noted in this RFQ, including preparation of record drawings for use during design phase. The Owner would prefer the successful contractor to develop one (1) Guaranteed Maximum Price (GMP) for the project.

Other Renovations or Work Not Listed Above

The following is a list of renovations that is not be listed in the above description scope:

- Replacement of the exterior automatic sliding door at Entrances
- Building Interior Signage Package and related Way Finding for the property
- Ball Room Wall & Air Wall Covering renovation
- Parking Related Painting, Marking and Signage with Garage Area
- Smoke Hatch/ Exhaust Fan Replacements
- Badge Access System for Meeting Rooms and Ball Rooms and related areas
- Exterior Door Refurbishment within existing curtain wall system
- New Flooring in Office and related areas
- Carpeting within Concourses and Meeting Rooms
- Refurbishment of any fabric panels within the building
- LED Lighting Upgrade at Registration Level and Chiller Plant Areas
- FF&E Allowance for replacement risers and other event driven equipment
- FF&E Allowance for Concourse Furniture
- Enclose portions of Upper Dock area for dry storage

Owner Provided Documents

The new design architect will be required to adopt and adapt as necessary the completed drawings of the previous architect of record and follow the procedures for a successor architect adopting as his own the work of another architect as outlined in Rule 61G1-18.002, Florida Administrative Code.

Target Value Design

The Project has a fixed capital budget and it is imperative that the selected team work with the Owner to work within the capital budget. The project must adhere to a process where the project is designed to the budget. In order to achieve this goal, the Owner will require the selected team follow the LEAN process of Target Value Design. The primary objective for this requirement is:

1. Require the entire Project Team (Owner, Designer and Builder) to work collaboratively to understand the key programmatic requirements of the Project.
2. To insure the Project Team (Owner, Designer and Builder) work together to establish the scope that is achievable for the target values identified.

3. To insure the Project Team (Owner, Designer and Builder) work collaboratively thru the design process to maintain the scope and target value

In responding to this RFQ, the Owner expects the respondent to outline their proposed approach to implementing Target Value Design into the design-build delivery method for the project.

Workforce Development

A description of a Workforce Development Program should include any ongoing or developing programs such as apprenticeship, mentoring or on-the-job training. The Program description should include any efforts toward fostering a strong and talented workforce in Tampa, promoting an increase of school attendance and graduation rates, defining pathways through higher education, technical certification programs and career readiness. It should also mention any workforce incentives, championing local businesses and removing barriers to access. The Program description should also include contracting and subcontracting trades, and engineering, architectural, geotechnical and public engagement opportunities.

Scheduling Around Events

Tampa Convention Center (TCC) must remain operational for the duration of the construction. The successful contractor will be required to work with TCC Management for the scheduling and coordination of related logistics to minimize the overall impact to client and guest relations; a critical component of the work to be completed.

To reduce any confusion and to ensure the Center provides updated information to clients, the successful contractor will work directly with and schedule weekly meetings with the Tampa Convention Center Operations Manager. A schedule of booked events from 2019 through 2022 that will result in some form of demobilization is provided. Some of the booked events have specific requirements for maximum noise levels, rented areas that must be cleared during the event, and logistical issues related to move-in/move-out staging for the events. Some critical events must be accounted for during the scheduling of the work up front to allow for major known conflicts to be communicated to our contracted clients. Some of our event contracts include “no construction” clauses during their scheduled events and the contractor must plan to fully accommodate these “no work/demobilize for the event” situations into the schedule of the entire project. The scope of demobilization will be event dependent and may include at a maximum complete stoppage of all activity and removal of any impediments. The work within the Convention Exhibit space will have the most impact on the Convention Center’s operations during construction. The selected contractor must minimize the impact to the Convention Exhibit space footprint and schedule throughout the duration of the construction.

Scheduled Events

The Tampa Convention Center will provide a full list of all scheduled events to the selected team. Below is a list of the highest profile events that require critical special attention that the selected contractor must plan to fully accommodate during the planning and construction phasing of the work mentioned in this RFQ.

Event Description	In Date	Out Date
NFL-Super Bowl	01/25/21	02/24/21
EventFest-Gasparilla Brunch 2021	01/30/21	01/30/21
FL Board of Bar Examiners-Florida Bar Exams	02/19/21	02/26/21
CS Week Conference	04/23/21	04/30/21
SOFIC 2021	05/13/21	05/22/21
Advanced Placement (AP) Reading 2021	05/22/21	06/17/21
METROCON-Annual Convention	07/21/21	07/26/21
FL Board of Bar Examiners-Florida Bar Exams	07/23/21	07/30/21
Tampa Bay Comic Convention	07/29/21	08/01/21
Tampa Boat Show 2021	09/07/21	09/13/21
IBEX 2021	09/24/21	10/03/21
EventFest-Gasparilla Brunch 2022	01/29/22	01/29/22
FL Board of Bar Examiners-Florida Bar Exams	02/21/22	02/25/22
SEC Men's Basketball Tournament	03/06/22	03/14/22
SOFIC 2022	05/12/22	05/21/22
Advanced Placement (AP) Reading 2022	05/22/22	06/17/22
FL Board of Bar Examiners-Florida Bar Exams	07/25/22	07/29/22
Tampa Boat Show 2022	09/06/22	09/12/22
IBEX 2022	09/23/22	10/01/22