

**To the Mayor and Members of the City Council****April 7, 2026**

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SUBJECT: UPDATE ON SMALL CONTRACTOR DEVELOPMENT PROGRAM

This report provides an update on the procurement of a consultant team to establish the Small Contractor Development Program as part of the City's Small Business Development Program.

Background

On August 5, 2025, the City Council approved an ordinance to establish a small business program for procurement of goods, services, and construction. This includes a 30% SBE (Small Business Enterprise) goal from the five-county (Tarrant, Denton, Johnson, Parker, and Wise counties) Fort Worth area on construction projects.

A major focus of the program is developing small contractors to enable them to participate in City infrastructure construction projects. The City invests hundreds of millions of dollars annually in water and sewer infrastructure, street and stormwater improvements, and other public works construction. However, small contractors often face challenges related to bonding, insurance, technical expertise, and bidding processes that limit their participation.

Small Contractor Development Program

The Economic Development Department will oversee a Small Contractor Development Program (SCDP) consultant contract to expand upon the City's goals of assisting small businesses.

The SCDP is intended to strengthen the capacity, competitiveness, and performance of small, local, new, and emerging businesses within Tarrant, Denton, Johnson, Parker, and Wise counties in delivering water, transportation, and other public works projects for the City. This initiative supports the City's goals of increasing small, local contractor participation, enhancing opportunities in procurement, and ensuring long-term sustainability and growth of the local contractor market.

The SCDP aims to:

- Provide training, mentorship, and technical assistance.
- Support firms in understanding Texas-specific contracting requirements (TxDOT, TCEQ, HUB) and Fort Worth's contracting requirements as well as the new Small Business Development Program.
- Identify and make recommendations regarding access to bonding, financing, and compliance resources.
- Identify additional best value subcontracting and prime contracting opportunities on municipal capital improvement projects for SCDP cohort member participation.

Purchasing staff issued an RFP in December 2025 and received eighteen (18) responses in January 2026. Three (3) vendors were deemed non-responsive for failing to submit the required documents.

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The bids were evaluated using best value criteria. An evaluation panel consisting of representatives from the City Manager's Office, Water Department, FMS/Purchasing Department, and the Economic Development Department reviewed and scored submissions and then held a round of interviews with seven (7) of the applicants. The individual scores were averaged for each of the criteria, and the final scores are listed in the table below:

Bidders	Score
HUB International Insurance Services, Inc	82.66
Willpower Consulting Group, LLC	68.66
I'Kola Industries	67.23
The Burrell Group	64.20
Core Change Management Consulting Inc	59.27
Kimley-Horn and Associates, Inc	51.29
Blackbridge Consulting	43.86

Best Value Criteria:

- a. Qualifications and Company Experience
- b. Technical Approach and Methodology
- c. Capacity to Provide Training and Technical Support
- d. Relevant Expertise of Key Personnel
- e. Pricing

After evaluation, the panel concluded that HUB International Insurance Services, Inc. presented the best value for the City. An M&C seeking approval for the execution of an agreement with HUB International Insurance Services, Inc. for up to \$250,000 will be on the April 28, 2026, City Council agenda.

For questions regarding this information, please contact Ori Fernandez, Assistant Economic Development Director, at (817) 392-2606 or at Ori.Fernandez@fortworthtexas.gov.

**Jesus "Jay" Chapa
City Manager**