



May 3, 2013

Re: Project No. 123203-13-002  
Ives Estates District Park – Multipurpose Synthetic Field and Scoreboard

Dear Sir or Madam:

The above-referenced contract is being considered for small business contract measures. If you are interested in participating as a CSBE to perform work in connection with this project and meet the requirements listed in this letter, please complete and return the attached Verification of Availability to bid by **Wednesday, May 8, 2013, at 11:00 A.M.** It is asked that **Pages 2 and 3 are returned completed in their entirety. Failure to complete will result in this Verification of Availability to Bid Letter not being considered.**

Please review the enclosed description of the project and requirements. **Verifiable references to be listed on Page 3 are required for three (3) completed projects that may potentially meet this project's criteria. This information is required to be included in this Verification of Availability to Bid Letter.**

The letter of availability may be sent **via facsimile transmission to (305) 375-3160 or via email at kellyd@miamidade.gov.** If you have any questions, please contact me at (305) 375-3136.

Sincerely,

A handwritten signature in cursive script that reads "Kelly Duncombe".

Kelly Duncombe  
Department of Regulatory and Economic Resources (RER)  
Small Business Development (SBD) Division

**VERIFICATION OF AVAILABILITY TO BID**

DEPARTMENT OF REGULATORY AND ECONOMIC RESOURCES (RER)  
SMALL BUSINESS DEVELOPMENT (SBD) DIVISION  
COMMUNITY SMALL BUSINESS ENTERPRISE PROGRAM  
111 N.W. 1ST STREET, 19<sup>th</sup> FLOOR  
MIAMI, FLORIDA 33128  
PHONE: 375-3111 FAX: 375-3160

PROGRAM COORDINATOR: **Kelly Duncombe**

I am herewith submitting this letter of verification of availability and capability to bid, provided the proposed scope of work attached. (**NOTE:** Please provide all the information requested; incomplete and/or incorrect verifications are not acceptable or usable.)

**CONTRACT TITLE:** Ives Estates District Park – Multipurpose Synthetic Field and Scoreboard

**PROJECT NUMBER:** 123203-13-002

**Estimated Contract Amount:** \$1,200,018

**(Scope of work and minimum requirements for this project is attached.)**

\_\_\_\_\_  
NAME OF COMMUNITY SMALL BUSINESS ENTERPRISE (CSBE)

\_\_\_\_\_  
ADDRESS CITY ZIP CODE

Certification Expires: \_\_\_\_\_  
DATE

Telephone: \_\_\_\_\_ **\*\*\*Bonding Capacity:** \_\_\_\_\_

\_\_\_\_\_  
PRINT NAME AND TITLE

\_\_\_\_\_  
SIGNATURE OF COMPANY REPRESENTATIVE DATE

Currently Awarded Projects (Name of Project and Owner)	Project Completion Date	Contract Amount	Anticipated Awards

**VERIFICATION OF AVAILABILITY TO BID**

Ives Estates District Park – Multipurpose Synthetic Field and Scoreboard

Project No. 123203-13-002

This questionnaire will assist the SBD to identify the qualified contractors that may meet the requirements and criteria to perform the included scope of work. Please forward it completely filled out to this e-mail address: kellyd@miamidade.gov or via fax (305) 375-3160 attention Ms. Kelly Duncombe.

**SCOPE OF WORK:** Construction of a new Synthetic Multipurpose Field and Scoreboard at Ives Estates District Park

**REQUIREMENTS**

The General Contractor must have been in business for at least five (5) years and worked on at least three (3) Synthetic Field projects in the past five (5) years.

All other work outside of the Electrical work is associated with the Synthetic Multipurpose Field, and also subject to the aforementioned criteria.

Estimated Cost:        \$1,200,018

(While you are ***not*** submitting a bid at this time, be mindful your response strongly influences SBD’s determination as it relates to a potential **CSBE Measure**). So please be diligent in your review of this information and respond accordingly.

Are you able to fulfill the requirements of this scope of work?

YES \_\_\_      NO \_\_\_

Has your company been in business at least five (5) years with a minimum of three (3) completed Synthetic Field projects?

YES \_\_\_      NO \_\_\_

\_\_\_ I am “NOT” interested in this solicitation.

Similar Projects Completed (Name of Project and Owner)	Project Completion Date	Contract Amount	<b><u>REFERENCES</u></b> Contact Name and Phone Number of Reference for Project

Name of Firm: \_\_\_\_\_ CSBE Exp. Date: \_\_\_\_\_

Owner’s Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Park Name:	Ives Estates Park	Date:	5/1/13
Project Name:	Multipurpose Synthetic Field and Scoreboard	Project No.:	123203-13-002
Cost Estimate Prepared by:		Exhibit A	
ITEM #	TASK DESCRIPTION	TOTALS	%
1	GENERAL REQUIREMENTS	\$152,500.00	15.5%
2	SITWORK	\$250,000.00	25.4%
3	CONCRETE	\$0.00	0.0%
4	MASONRY	\$0.00	0.0%
5	METAL	\$0.00	0.0%
6	WOOD AND PLASTIC	\$0.00	0.0%
7	THERMAL AND MOISTURE PROTECTION: SEALANTS	\$0.00	0.0%
8	DOORS AND WINDOWS	\$0.00	0.0%
9	FINISHES	\$0.00	0.0%
10	SPECIALTIES	\$0.00	0.0%
11	EQUIPMENT	\$0.00	0.0%
12	FURNISHINGS	\$18,000.00	1.8%
13	SPECIAL CONSTRUCTION	\$520,000.00	52.8%
14	CONVEYING SYSTEMS (NOT USED)	\$0.00	0.0%
15	MECHANICAL	\$0.00	0.0%
16	ELECTRICAL	\$44,535.00	4.5%
	DIVISION SUBTOTAL	\$985,035.00	100%
	OVERHEAD AND PROFIT (10%)	\$98,503.50	
	BASE ESTIMATE (B.E.)	\$1,083,538.50	
	( 10% )CONTINGENCY ALLOWANCE (.10 * B.E.)	\$108,353.85	
	PERMIT ALLOWANCE	\$8,126.54	
	ART IN PUBLIC PLACES ALLOWANCE (.015*B.E.)	\$0.00	
	SPECIAL DEDICATED ALLOWANCE (free text)	\$0.00	
	SPECIAL DEDICATED ALLOWANCE (free text)	\$0.00	
	SPECIAL DEDICATED ALLOWANCE	\$0.00	
	TOTAL DEDICATED ALLOWANCE (PERMIT + AIPP)	\$8,126.54	
	<b>TOTAL ESTIMATED CONSTRUCTION COST</b>	<b>\$1,200,018.89</b>	