



August 13, 2014

Re: **Pelcian Harbor Marina - Fender Replacement:** 1275 NE 79 Street Miami, Fl. 33147

Dear Sir or Madam:

The above-referenced contract is being considered for small business contract measures. **PLEASE NOTE THAT YOUR PARTICIPATION IN THE AVAILABILITY TO BID PROCESS IS VITAL IN ORDER FOR MEASURES/GOALS TO BE PLACED ON THIS PROJECT.** 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 **Monday August 18, 2014, at 2:00 P.M.** It is asked that **all pages are returned completed in its 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.

The letter of availability may be sent **via facsimile transmission to (305) 375-3160** or **via email to coralee@miamidade.gov**. If you have any questions, please contact me at (305) 375-3115.

Sincerely,

Coralee Taylor
Internal Services Department
Small Business Development Division
111 NW 1st Street, 19 fl
Miami, FL 33128
☐ (305) 375-3115 | ☐ (305) 375-3160
coralee@miamidade.gov

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The new Project Review Process site: **<http://www.miamidade.gov/internalservices/small-business.asp>**

VERIFICATION OF AVAILABILITY TO BID

INTERNAL SERVICES DEPARTMENT (ISD)
SMALL BUSINESS DEVELOPMENT (SBD) DIVISION
COMMUNITY SMALL BUSINESS ENTERPRISE PROGRAM
111 N.W. 1ST STREET, 19th FLOOR
MIAMI, FLORIDA 33128
PHONE: 375-3111 FAX: 375-3160

PROGRAM COORDINATOR: **Coralee Taylor**

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: Pelcian Harbor Marina - Fender Replacement:
1275 NE 79 Street Miami, Fl. 33147**

PROJECT NUMBER: 123752

Estimated Amount: \$112,144.00
(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

CONTRACT TITLE: Pelcian Harbor Marina - Fender Replacement:
1275 NE 79 St. Miami, FL33147
PROJECT NUMBER: 123752
ESTIMATED CONTRACT AMOUNT: \$112,144.00

Description/Scope of Work:

Replacement of existing wood fender system on 4 vessel ramp pier/docks with structural plastic lumber.

Licensing Requirement:

Seawall/Docks category

Contractor Qualifications Questionnaire

This questionnaire will assist SBD in identifying the qualified contractors that “comply” to perform the aforementioned scope of work. Indicate yes “Y” or no “N” on the empty line on the left side of this questionnaire and forward it completely filled out to this e-mail address: coralee@miamidade.gov or via fax (305) 375-3160 attention Mrs. Coralee Taylor.

_____ Proposer meets the licensing requirement: Seawall/Docks category and can perform work as indicated (Yes or No)

Similar projects with similar size and scope: (Name of Project and Owner)	Project Completion Date	Contract Amount	Project Contact Person & Telephone for Verification

I certify that to the best of my knowledge all the information provided is verifiable and correct.

COMPANY NAME: _____

NAME OF REPRESENTATIVE: _____

TITLE: _____ SIGNATURE: _____

TELEPHONE NUMBER: _____ E-Mail Address: _____