



September 30, 2014

Project No: **20140143 – Improvements to Cartagena Plaza Circle**

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 Friday October 3, 2014, at 12:00 P.M.** It is asked that **all pages are returned completed in its entirety. Failure to do so 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 [twj@miamidade.gov](mailto:twj@miamidade.gov)**. If you have any questions, please contact me at (305) 375-3123.

Sincerely,

**Tyrone White**  
Contract Certification Specialist  
Small Business Development Division  
Miami-Dade County Internal Services Department  
Phone: (305) 375-3123  
Fax: (305) 375-3160  
Email: [twj@miamidade.gov](mailto:twj@miamidade.gov)



<http://www.miamidade.gov/internalservices/small-business.asp>

Please access the new Project Review Process at <http://www.miamidade.gov/business/contracting-opportunities.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, 19<sup>th</sup> FLOOR  
MIAMI, FLORIDA 33128  
PHONE: 375-3111 FAX: 375-3160

**PROGRAM COORDINATOR: Tyrone White**

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: Improvements to Cartagena Plaza Circle**

**PROJECT NUMBERS: 20140143**

**Estimated Contract Amount: \$393,148.03**

**(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

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

## VERIFICATION OF AVAILABILITY TO BID

**CONTRACT TITLE:** Improvements to Cartagena Plaza Circle  
**PROJECT NUMBERS:** 20140143  
**ESTIMATED CONTRACT AMOUNT:** \$393,148.03

### PROJECT DESCRIPTION

Work under this Contract includes the furnishing of all supervision, labor, materials, tools, equipment and performing all operations required to construct the Work in accordance with the Contract Documents. Work includes removing existing lighting and associated conductors, signs, and paving markings in conflict with the proposed scope of work; upgrading the existing electrical service; milling and resurfacing, furnish and install a complete lighting system, concrete curb and gutter, paving markings, signs and any ancillary items related with the Work specified on the proposed plans and in accordance with the Contract Documents. The Contractor and all subcontractors, under this Contract, are prohibited from performing any work, other than specified in the Contract and/or directed by the Engineer, within the limits of the project site, without prior written notification to the Engineer. This includes any work for private or commercial entities.

### Licensing Requirement:

At the time of Bid and pursuant to the requirements of Section 10-3 of the Code of Miami-Dade County, Florida and these Solicitation and Contract Documents, the Bidder must hold a valid, current, and active:

Certificate of Competency from the County's Construction Trades Qualifying Board as a **General Engineering Contractor or as a Specialty Engineering Contractor**, commensurate to the requirements of the Scope of Work, in one or more engineering crafts to include paving engineering contractor. The specialty contractor shall subcontract with a qualified contractor any work which is incidental to the specialty but is specified in the aforementioned Code as being the work of other than that of the Engineering Specialty for which certified;

**OR**

Pursuant to Section 255.20, F.S. and in lieu of the above, the County may consider a bid from a Bidder that is a Contractor in good standing that has been **prequalified and considered eligible by the Florida Department of Transportation (FDOT) under Section 337.14, F.S. and Chapter 14-22, Florida Administrative Code, to perform the work described in the Contract Documents.** Contractors seeking consideration under this Paragraph shall submit along with the bid submittal package for review and consideration, current copy (ies) of their FDOT Certificate(s) of Qualification, Certification of Work Underway, and Status of Contract(s) On Hand. Acceptable FDOT prequalification(s) necessary to perform the Work specified in the Contract Documents include the Paving Work Class.

### Experience Requirement:

The Bidder must demonstrate a **minimum of five years (5) of continual experience as the prime contractor** in projects with scopes comparable to the Project Scope of Work through full-time employed personnel. This experience can be demonstrated by including along with the bid submittal package: A detailed description of projects similar to the Project Scope of Work, in which the Bidder is currently engaged or has completed **within the past ten (10) years.**

List and describe those projects performed for government clients, similar size private entities, and any work performed for the County. For each project identify a) the client, b) description of work, c) total dollar value of the contract, d) contract duration, e) customer contact person and phone number for reference, f) statement or notation of whether Bidder is/was the prime contractor or subcontractor, and g) the results of the project.

## 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: [twj@miamidade.gov](mailto:twj@miamidade.gov) or via fax (305) 375-3160 attention Mr. Tyrone White.

\_\_\_\_\_ Proposer (PRIME) has experience completing projects with a similar size and scope as this project, meets the requirements as indicated in the Project Description, Licensing Requirement and Experience Requirement sections and can perform the work as required.

\_\_\_\_\_ Proposer (PRIME) DOES NOT have experience completing projects with similar size and scope as this project and DOES NOT meet the requirements as indicated in the Project Description and Licensing Requirement and Experience Requirement sections.

Similar Contracts (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: \_\_\_\_\_

**PLEASE WRITE REASONS FOR NOT MEETING  
THE EXPERIENCE REQUIREMENTS OR LIST ANY  
COMMENTS YOU MAY HAVE ON THE NEXT PAGE**

