



September 18, 2014

Project No: **CVGJPA-2014.01**

**Joint Participation Agreement (JPA) between Miami Dade County and the City of Virginia Gardens,
Intersection improvement at NW 40 Street and NW 57 Avenue**

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 **Wednesday September 24, 2014, at 1:00 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 **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

miamidade.gov 
"Delivering Excellence Every Day"

"For the New Project Review & Analysis Process"



Click on our new website

<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: Joint Participation Agreement (JPA) between Miami Dade County and the City of Virginia Gardens, Intersection improvement at NW 40 Street and NW 57 Ave.

PROJECT NUMBER: CVGJPA-2014.01

Estimated Contract Amount: \$64,207.00

(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: Joint Participation Agreement (JPA) between Miami Dade County and the City of Virginia Gardens, Intersection improvement at NW 40 Street and NW 57 Ave

PROJECT NUMBER: CVGJPA-2014.01

ESTIMATED AMOUNT: \$64,207.00

PROJECT DESCRIPTION

This is a JPA for the construction of a road improvement project in Miami-Dade County. Work under this Contract shall include, but is not limited to the following: furnishing all supervision, labor, materials, equipment, tools and performing all operations necessary for the construction of an intersection improvement at NW 40 Street and NW 57 Avenue with new asphalt pavement, pavement markings, signing, roadway lighting, associated sidewalk work, and curb and gutter work. **See additional details attached**

Experience Requirement: **See IMPORTANT additional details attached.**

Licensing Requirements: **See IMPORTANT additional details attached.**

Contractor's Requirements:

This is a single trade project; **none of the primary trade related work (Roadway Construction) can be subcontracted as per the JPA.** There is ancillary work required to complete this project which may be subcontracted. All areas to be subcontracted require special licenses and/or certifications. Also, some categories of work are highly specialized and require special, heavy machinery and/or equipment. **See IMPORTANT additional details attached**

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 (PRIME) meets the licensing, experience, as well as other requirements as outlined above and is interested in this solicitation.

_____ Proposer (PRIME) DOES NOT meet the requirements as outlined above

_____ I will not be interested in this project because:

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: _____

**Miami-Dade County Public Works Department Input
Contract/Project Measure Analysis and Recommendation**

JPA No.: CVGJPA-2014.01

JPA Title: JPA between Miami-Dade County and the City of Virginia Gardens
Intersection Improvement at NW 40 Street and NW 57 Avenue

Detailed Scope of Work:



This is a JPA for the construction of a road improvement project in Miami-Dade County. Work under this Contract shall include, but is not limited to the following: furnishing all supervision, labor, materials, equipment, tools and performing all operations necessary for the construction of an intersection improvement at NW 40 Street and NW 57 Avenue with new asphalt pavement, pavement markings, signing, roadway lighting, associated sidewalk work, and curb and gutter work.

Required Contractor's Certification:

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 as a General Engineering Contractor or as a Specialty Engineering Contractor, commensurate to the requirements of the Project's Scope of Work, in one or more engineering crafts to include paving engineering work. 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.

Pursuant to Section 255.20, Florida Statutes (F.S.) and in lieu of the above, the County may consider a bid from a Bidder that is a duly licensed Contractor in good standing that has been pre-qualified and considered eligible by the Florida Department of Transportation (FDOT) under Section 337.14, F.S. and Chapter 14-2, Florida Administrative Code, to perform the work described in the Contract Documents. Contractors seeking consideration under this paragraph shall submit along with the Bid Documents 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 Project's Scope of Work shall include the Flexible Paving Work Class.

Additional Information – Permits, Licenses, Certifications, and General Regulations

Permits that are issued by the Public Works & Waste Management Department, Miami-Dade County for construction within the public right-of-way, as well as additional permits, which may be required by other municipalities or agencies, including those required for tree removal, **will be the responsibility of the Contractor.**

**Miami-Dade County Public Works Department Input
Contract/Project Measure Analysis and Recommendation**

JPA No.: CVGJPA-2014.01

JPA Title: JPA between Miami-Dade County and the City of Virginia Gardens
Intersection Improvement at NW 40 Street and NW 57 Avenue

County Road Construction Projects – NO PERMITS issued to sub-contractors. Except work related to Traffic Signalization, School Flashing Signals, Internally Illuminated Street Name Sign (IISNS), Street lighting, and Traffic Signal Loops which will require a separate permit issued to an Electrical Contractor to perform such work.

Roadway Lighting:

Miami-Dade County Contractor's Certificate of Competency for the Sub-Contractor is required in one of the following categories: Electrical or other categories as applicable to Chapter 10 of the Code of Miami-Dade County.

Roadway Lighting Contractor Licenses, Certifications, and General Regulations

General:

Contractor must have the following license(s), certifications, and must abide by the general requirements as set forth by the Miami-Dade Public Works & Waste Management Department (PWWM) to be qualified to perform Roadway Lighting Constructions/repairs, and/or maintenance activities in Miami-Dade County, Florida.

Contractor License:

1. Miami-Dade County Master Electrical Contractor License; or
2. State of Florida Certified Electrical Contractor License

In addition, to the above license(s) any Contractor who is engaged in installing, modifying, repairing, or maintaining the Roadway Street Light System in Miami-Dade County shall have all work performed under the supervision of an individual possessing a Certificate of Competency as a Master Electrician.

This individual must be on the job site or able to respond within four (4) hours of notification of any problem or emergency which may arise.

Roadway Lighting Contractor Licenses, Certifications, and General Regulations

Employee License(s), Certifications, and Requirements:

A Journeyman Electrician shall be present on the job site (each location) to supervise at all times the work in progress.

**Miami-Dade County Public Works Department Input
Contract/Project Measure Analysis and Recommendation**

JPA No.: CVGJPA-2014.01

JPA Title: JPA between Miami-Dade County and the City of Virginia Gardens
Intersection Improvement at NW 40 Street and NW 57 Avenue

All Contractor employees engaged in working within the Public Right-of-Way shall possess an approved and valid Florida Department of Transportation (FDOT) Maintenance of Traffic (MOT) certification. Additionally, all persons performing flagging operations shall have, as a minimum, an approved and valid FDOT Flagging certification. The Contractor shall sign an affidavit with PWWM affirming that the Contractor and their employees have the proper and valid licenses and certification on each contract (County, State, Private or other Government Agency), prior to start of work. As need occurs, due to license(s) and certification(s) expiration and/or changes in personnel, the Contractor is required to submit the new documents to the Department immediately.

Traffic Signalization:

Miami-Dade County Contractor's Certificate of Competency for the Sub-Contractor is required in one of the following categories: Electrical Contractor or Specialty Electrical Contractor or other categories as applicable to Chapter 10 of the Code of Miami-Dade County.

Additional Information – Permits, Licenses, Certifications, and General Regulations

Permits that are issued by the Public Works & Waste Management Department, Miami-Dade County for construction within the public right-of-way, as well as additional permits, which may be required by other municipalities or agencies, including those required for tree removal, **will be the responsibility of the Contractor.**

TRAFFIC SIGNAL CONTRACTOR LICENSES, CERTIFICATIONS and GENERAL REGULATIONS

GENERAL:

Every Traffic Signal Contractor must have the following license(s), certifications, and must abide by the general requirements as set forth by the Miami-Dade Public Works & Waste Management Department (PWWM) to be qualified to perform traffic signal installations, repairs, and/or maintenance activities in Miami-Dade County, Florida on any traffic signalization and/or flasher installation:

CONTRACTOR LICENSE:

1. Miami-Dade County Master Electrical Contractor License; or
2. State of Florida Certified Electrical Contractor License; or
3. Miami-Dade County Electrical Utility Contractor License; or
4. State of Florida Electrical Utility Contractor License

**Miami-Dade County Public Works Department Input
Contract/Project Measure Analysis and Recommendation**

JPA No.: CVGJPA-2014.01

JPA Title: JPA between Miami-Dade County and the City of Virginia Gardens
Intersection Improvement at NW 40 Street and NW 57 Avenue

EMPLOYEE LICENSE(S), CERTIFICATIONS and REQUIREMENTS:

In addition, to the above license(s) any Traffic Signal Contractor who is engaged in installing, modifying, repairing, or maintaining traffic signalizations in Miami-Dade County shall have all work performed under the supervision of an individual possessing a Certificate of Competency as a Master Electrician, and a technician certified by the International Municipal Signal Association (IMSA) as a Traffic Signal Technician Level II.

Either individual must be on the job site or able to respond within four (4) hours of notification of any problem or emergency which may arise.

A Journeyman Electrician or a technician certified by the IMSA as a Traffic Signal Technician Level I shall be present on the job site (each location) to supervise at all times the traffic signalization work in progress.

All Traffic Signal Contractor employees engaged in working within the Public Right-of-Way shall possess an approved and valid Florida Department of Transportation (FDOT) Maintenance of Traffic (MOT) certification. Additionally, all persons performing Flagging operations shall have, as a minimum, an approved and valid FDOT Flagging certification.

The Traffic Signal Contractor shall provide the Public Works & Waste Management Department, Traffic Signal and Signs Division (TS&S), 7100 NW 36 Street, Miami, FL 33166, a copy of all of the above licenses and certifications for their company and employees, including a list of their employees who they are planning on using on each project.

The Contractor shall sign an affidavit with PWWM affirming that the Contractor and their employees have the proper and valid licenses and certification on each contract (County, State, Private or other Government Agency), prior to start of work.

The Contractor shall not be required to resubmit copies of licenses and certifications once submitted to the Department as long as they are valid and still pertain. As need occurs, due to license(s) and certification(s) expiration and/or changes in personnel, the Contractor is required to submit the new documents to the Department immediately. All Traffic Signal Contractor employees working within the Public Right-of-Way shall have in their possession a wallet size card or a photocopy of their certification(s) or license(s), at all times. Failure to provide said document(s) shall be cause for removal of employee(s) from the work site, issuance of citation(s) and/or entire shutdown of work by the County.

**Miami-Dade County Public Works Department Input
Contract/Project Measure Analysis and Recommendation**

JPA No.: CVGJPA-2014.01

JPA Title: JPA between Miami-Dade County and the City of Virginia Gardens
Intersection Improvement at NW 40 Street and NW 57 Avenue

Pavement Markings and Signage

The work under pavement markings and signage (Thermoplastic traffic stripes and Markings) consists of placing traffic stripes and markings using a material of the type that is extruded onto the pavement surface in a molten state by mechanical means, with surface application of glass spheres. Upon cooling to normal pavement temperature these materials shall produce an adherent reflectorized pavement marking of specified thickness and width and be capable of resisting deformation by traffic.

**Miami-Dade County Public Works Department Input
Contract/Project Measure Analysis and Recommendation**

JPA No.: CVGJPA-2014.01

JPA Title: JPA between Miami-Dade County and the City of Virginia Gardens
Intersection Improvement at NW 40 Street and NW 57 Avenue

Reason for Recommendation:

This is a single trade project; none of the primary trade related work (Roadway Construction) can be subcontracted as per the JPA. Additionally, staff has concluded that there is ancillary work required to complete this project which may be subcontracted. Ancillary work includes all categories listed under "Areas for possible measures." All areas to be subcontracted require special licenses and/or certifications. Also, some categories of work are highly specialized and require special, heavy machinery and/or equipment that are typically owned by the contractor.