

Memorandum



Date: November 15, 2012

To: Mario Goderich, Assistant Director
Business Affairs, Regulatory Economic Resources Department,
Small Business Development

From: Milton L. Collins, Associate Director *MJC*
Miami-Dade Aviation, Minority Affairs Division

Subject: MIA Terrazzo and Floor Preparation and Repairs Terminals and Concourses
MCC-7360 Plan
RPQ #1202-228976

RECOMMENDATION:

It is recommended that Small Business Development approve the attached request for a Community Small Business Enterprise (CSBE) contract measure in order for the Miami-Dade Aviation Department (MDAD) to proceed with advertising for bids for **MDAD Project No. MCC-7360 Plan, RPQ #1202-228976 MIA Terrazzo and Floor Preparation and Repairs Terminals and Concourses project.**

The Minority Affairs Division staff has evaluated the subject project and recommends a Subcontractor Goal of 3% based on availability of CSBE Subcontractors, as per Implementing Order 3-22, the attached MDAD Contract Measures Analysis Worksheet findings and other supporting documents. This contract shall be for a maximum term of four (4) years which includes a one year base term and three (one year) options to renew, which if exercised shall be in writing at the discretion of the MDAD at the end per each year. The estimated contract amount is \$4,000,000.00. The total contract allocation shall be not to exceed \$4,000,000.00. Work will be authorized on an as needed basis via Work Orders by the Project Manager. MDAD offers no guarantee that \$4,000,000.00 will be used in full nor that the contract will be granted the four (4) years maximum duration.

Pricing shall be based on unit prices. Contractor/Prospective bidders are advised that their unit costs and total price for the listed work on the "Schedule of Prices Bid Sheet," which is to be handed out at the mandatory pre-bid meeting, shall include the unit prices for any extra work that may be encountered during the repair process. Contractors are responsible for taking into consideration all applicable Ordinances and/or Regulations in force at the time of the bid, such as Prevailing Wages that may affect their unit prices. Omission by the prospective bidder shall not constitute grounds for change order(s).

The Community Workforce Program (CWP) will be requested once goals have been approved and the project is ready for bidding.

Scope of Work:

The Scope of Work entails maintenance, repair, replacement and/or installation of terrazzo flooring. Actual tasks consists of removal of existing flooring (carpet, terrazzo base, vinyl, tile, marble or other existing flooring) and replacement with an epoxy matrix terrazzo system. The new epoxy matrix terrazzo system shall be 3/8" in thickness and shall be placed according to the specifications to be distributed by the MDAD Project Manager (PM). Said specifications will be provided at the mandatory pre-bid meeting. MDAD Design Guidelines are accessible via the MIA website upon request. When repair is to be performed to the existing terrazzo and/or floor polishing, it shall be as directed by the P.M. Floor leveling work shall be performed utilizing approved concrete leveling mixes and/or feathering products.

Applications/techniques shall be so that carpet, vinyl, ceramic tile or terrazzo can be installed. The replacement color for repairs shall match the existing in color finish and chip composition. Preliminary mock-ups and "test patch repairs" shall be required. The majority of work shall be completed at night to minimize impact to the Airport routine business operations.

When replacing sections greater than 1 SQ. FT., a waterproofing vapor barrier may be required as well as shot blasting the existing concrete substrate to insure adhesion predominantly when moisture testing results are above 3 LB/CU. FT. Areas outside the construction limit(s) shall be protected and maintained clean at all times. After each work session, the contractor shall block off the work area and protect the public from all dust, noise, fumes and alike to maintain a safe work site. All new terrazzo shall be protected during the curing period. The use of half wall partitions constructed of 2" x 4" with one side 5/8" gypsum and painted white are to be used as temporary barricades and floor to ceiling polyethylene (plastic) is mandatory.

Contractors/Prospective bidders are notified that the MDAD PM will coordinate with the Office of Art in Public Places (AIPP) on those areas where "art work" is present to insure the art work's integrity is maintained.

The contractor shall submit both Bid and Payment & Performance Bonds. The Payment & Performance bond must be submitted within ten (10) working days of receipt of the Recommendation for Award (RFA) receipt or time extension approved by the MDAD PM.

Terrazzo floor repairs will be required throughout the airport facilities. Therefore, valid MDAD identification badges with the Customs Seal will be required as well as vehicle permits to enter airside (with accompanying insurance).

All bidders shall comply with the qualification requirements established by the MDAD. Among the qualifications, requirements are:

- Installation must be performed by a Terrazzo Manufacturer Certified Contractor (i.e., specialty trade contractor) and must be individually certified by the Terrazzo Manufacturer.
- All company terrazzo installers (applicators) performing the work at MIA must be individually certified by the manufacturer (proof of certification is required prior to distribution of the Notice to proceed).
- Subcontracting any phase of the installation will not be permitted (please answer yes "Y" if you can perform the work without subcontracting on the questionnaire).
- All bidders must have ten (10) years verifiable experience installing cementitious, epoxy terrazzo and pre-fabricated epoxy terrazzo flooring systems (please answer yes "Y" if you qualify and you have ten (10) years verifiable experience installing the three (3) types of terrazzo flooring on the questionnaire).
- Contractor shall provide proof of at least five (5) projects of similar cost (\$750,000 or more), verifiable scope and complexity which have been satisfactorily completed under his direction. Include: project location, date and length of the contract, contract names, addresses, phone numbers, and owners' information (please answer yes "Y" if you can provide five (5) verifiable projects on the questionnaire).

- Provide a listing of all terrazzo products you are certified to install (please answer yes if you have Terrazzo Certification from Terrazzo Manufacturers and enclose list of products).
- Provide a list of terrazzo projects completed at MIA through the last two (2) years (please answer yes "Y" if you have completed terrazzo work at MIA in the past two (2) years on the questionnaire).

Note: Contractors unable to comply with all requirements listed above shall be disqualified from the bidding process. A questionnaire will be distributed during the mandatory pre-bid meeting for each bidder to fill and submit along with their bids on the bid due date. Prospective bidders/contractors are cautioned that failure to submit the completed questionnaire, bid bond and supporting documentation with the bid documents shall result in their bid being rescinded. The Contractor Qualifications Questionnaire is attached as part of this recommendation package.

If any additional information is needed, please contact me at (305) 876-7221 or C. Corrales at (305) 876-7991.

Attachments (3)

cc: V. Clark, SBD
L. Johnson, SBD
K. Duncombe, SBD
A. Ledo, MDAD
A. Montalvo, MDAD
A. Bao-Garciga, MDAD
C. Corrales, MDAD
Project File

MDAD's CONTRACT MEASURES AND ANALYSIS WORKSHEET

To: Mario Goderich, Assistant Director
Business Affairs, regulatory Economic Resources Department
Small Business Development

From: Milton L. Collins, Associate Director 
Miami-Dade Aviation Department
Minority Affairs Division

PROJECT/CONTRACT TITLE: MIA Terrazzo and Floor Preparation and Repairs
Terminals and Concourses

PROJECT NUMBER: Project No. MCC-7360 Plan
RPQ #1202-228976

DEPARTMENT: Aviation

ESTIMATED PROJECT COST: \$4,000,000.00

FUNDING SOURCE: Reserve Maintenance (RM)

DESCRIPTION OF PROJECT:
The project entails maintenance, repair, replacement and/or installation of Terrazzo Flooring. Actual tasks consists of removal of existing flooring (carpet, terrazzo base, vinyl, tile, marble or other existing flooring) and replacement with an epoxy matrix terrazzo system. See detailed information under the scope of work.

The 3% goal is being recommended for flooring demolition of existing floor finish. Terrazzo work cannot be subcontracted.

CONTRACT MEASURES RECOMMENDATION:
Trade Set-Aside _____ SBE Set-Aside _____ SBE _____ Subcontractor Goal X
Project Goal _____ No Measure _____ Selection Factor _____

REASONS FOR RECOMMENDATION:
Analysis of the factors contained in Implementing Order 3-22 indicates that a CSBE Subcontractor Goal is appropriate for this portion of the contract.

ANALYSIS FOR RECOMMENDATION OF A SUBCONTRACTOR GOAL:

Item Description	Estimated Cost	CSBE Availability
Flooring Demolition, Tile, Terrazzo, Thin Set, etc.	\$44,275.00	3
TOTAL	<u>\$44,275.00</u>	TOTAL: <u>3%</u>

**MIAMI-DADE AVIATION DEPARTMENT (MDAD)
MIA TERRAZZO AND FLOOR PREPARATION AND REPAIRS IN MIA'S TERMINAL AND CONCOURSES
RPQ #1202-228976**

Item #	Work Description	Estimated Annual Labor	1.25 Multiplier*	Contract Term (Yrs.)	Total Labor Cost	% of Total Labor Cost	Notes
1	Composition flooring, epoxy terrazzo, chemical resistant, 14" thick max.	\$ 91,890.00	\$ 114,862.50	4	\$ 459,450.00	28%	Annual labor cost estimate based on estimate for RPQ #1103-142731
2	Anti fracture membrane	\$ 2,250.00	\$ 2,812.50	4	\$ 11,250.00	1%	Annual labor cost estimate based on estimate for RPQ #1103-142732
3	Zinc strips	\$ 1,175.00	\$ 1,468.75	4	\$ 5,875.00	0%	Annual labor cost estimate based on estimate for RPQ #1103-142733
4	Flooring demolition, tile, terrazzo, thin set, etc.	\$ 8,855.00	\$ 11,068.75	4	\$ 44,275.00	3%	Annual labor cost estimate based on estimate for RPQ #1103-142734
5	Floor leveling	\$ 142,335.00	\$ 177,918.75	4	\$ 711,675.00	44%	Annual labor cost estimate based on estimate for RPQ #1103-142735
6	MIA Terminal terrazzo patching	\$ 65,000.00	\$ 81,250.00	4	\$ 325,000.00	20%	Annual labor cost estimate based on estimate for RPQ #1103-142736
7	Filed supervision	\$ 15,000.00	\$ 18,750.00	4	\$ 75,000.00	5%	Annual labor cost estimate based on estimate for RPQ #1103-142737
Total Labor Cost					\$ 1,632,525.00		

* The 1.25 multiplier accounts for Workman's Compensation, Labor Burden Unemployment (SS), etc.

Notes: The exact nature of the scope of work for the project is presently unknown since the entire contract work will be on an as-needed basis. Work will be authorized on as-needed basis via Work Orders.

Minority goal of 3% for flooring demolition of existing floor finish is recommended.
Terrazzo work cannot be subcontracted.

Dear Flooring Contractor,

The Miami Dade Aviation Department (MDAD) is requesting your response to this e-mail questionnaire to confirm if your company can or cannot participate in the upcoming terrazzo installation, maintenance and floor leveling bid under the following requirements:

Contractor Qualifications Questionnaire:

This questionnaire will assist the MDAD to identify the qualified contractors that "comply" to perform terrazzo replacement and repairs floor leveling and grinding at the Miami International Airport (MIA) Terminal Building and Concourses. Indicate yes "Y" or no "N" on the empty box on the left side of this questionnaire and forward it completely filled out to this e-mail address: aledo@miami-airport.com or via fax (305) 869-4165 attention Ms. Adela Ledo.

Y OR N

- ❖ Installation must be performed by a terrazzo manufacturer certified contractor (i.e., specialty trade contractor) and must be individually certified by the terrazzo manufacturer.
- ❖ All your company terrazzo installers (applicators) performing the work at MIA must be individually certified by manufacturer (proof or certification is required).
- ❖ Subcontracting any phase of the installation is not acceptable (please answer yes "Y" if you can perform the work without subcontracting).
- ❖ All bidders must have 10 years verifiable experience installing cementuos, epoxy terrazzo and pre-fabricated epoxy terrazzo flooring systems. (please answer yes "Y" if you qualify and you have 10 years verifiable experience installing the 3 types of terrazzo flooring).
- ❖ Contractor must provide proof of at least 5 projects of similar cost (\$750,000 or more), verifiable scope and complexity which have been satisfactorily completed. Include: project location, date and length of the contract, contact names, addresses, phone numbers, and owners' information (please answer yes "Y" if you can provide 5 verifiable projects).
- ❖ Provide a list of all terrazzo products you are certified to install (please answer yes if you have terrazzo certification from terrazzo manufacturers).
- ❖ Provide a list of terrazzo projects completed at MIA through the last 2 years (please answer yes "Y" if you have completed terrazzo work at MIA in the past 2 years).

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: _____