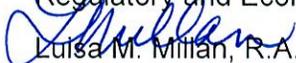


Memorandum



Date: January 22, 2013

To: Veronica Clark, Assistant to the Director
Regulatory and Economic Resources

From: 
Luisa M. Millan, R.A., I.D.
Division Director
Internal Services Department

Subject: Review Committee, MCC 7360 Plan Contract, ISD RPQ No. S130843 Replace Kitchen Window Pane, 10368 SW 175th Street, Miami, Florida 33128

The Internal Services Department (ISD) respectfully requests that you review the attached recommendation for "no measures or goals". This project is federally funded and will be reimbursed through funds from the Community Development Block Grant (CDBG); the Community Workforce Program is not applicable to this funding source.

The work will consist of furnishing all materials, labor, services, supervision, tools, equipment, permits and all other items to remove and replace a kitchen window pane (tempered glass). The color shall match existing color and the contractor shall verify all measurements and conditions on site. The window must be resealed and the broken glass must be disposed. The contractor is responsible for restoring all surfaces disturbed in the process. All work to be done in accordance with the Florida Building Code and NRCA recommended practices.

If additional information is required, please contact Ramon Cortes, P.E., MCC Coordinator, Contracts Administration Section (CAS), at (305) 375-2592.

cc: Miriam Singer, CPPO, Assistant Director, DCSD
Fernando V. Ponassi, MA Arch., LEED@AP, CAS
Ramon Cortes, P.E., MCC Coordinator, CAS
Ruth Castellanos, SPA1, CAS
Laurie Johnson, RER
Kelly Duncombe, RER
Ileana Quintana, RER
Project File

