



August 13, 2014

Re: **TAC-N Project # T-172B British Airways MIA D21 Galleries Lounge, Package "B"**

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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Please access the new Project Review Process at **<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: British Airways – MIA D21 Galleries Lounge, Package “B”

PROJECT NUMBER: TAC-N Project # T-172B

Estimated Amount: \$7,099,687.00

(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: British Airways – MIA D21 Galleries Lounge, Package “B”

PROJECT NUMBER: TAC-N Project # T-172B

ESTIMATED CONTRACT AMOUNT: \$7,099,687.00

PROJECT DESCRIPTION

MIAMI DADE AVIATION DEPARTMENT

Background:

The MIA British Airways Galleries Lounge (Package B) is an interior's project that will build out an existing shell space near D21 on the 3rd level with a first class lounge for premium passengers. Passengers will access the Lounge from the 2nd level foyer space that will provide access via elevator or convenience stair to the 3rd level Lounge.

Scope:

This lounge is an approximately 13,000 square feet space. It will include a concierge area, general lounge seating area, food and beverage bar area, kitchen and prep area and restrooms. The space is currently landside and the project will convert the space to airside through a series of security doors. Some of the utilities included in this scope are adjacent tenant's (Island Chicken Grill) exhaust fan, various electrical and communications conduits, HVAC ducts, etc. It will also include work to extend an existing elevator that currently runs from the ramp level to the 2nd level, up to the 3rd level. This work will require a new penthouse be built on the roof of the building. Existing security utilities, along with related elevator utilities will need to be relocated from the existing penthouse to accommodate the new elevator shaft.

Finishes are a top priority for British Airways therefore intricate detailing and finish treatments are emphasized on the construction documents. Procurement of custom-made millwork/furniture, lighting fixtures and kitchen equipment is included in the bid set as well. Hard ceilings with coffers will run throughout the ceiling and wood and tile will cover the floors to complete the high-end look British Airways is trying to achieve.

To accommodate the design, the scope will include modification to the existing electrical, HVAC and fire protection utilities located within the area. The design will also require that modifications to utilities on the 2nd level be made in order to accommodate the design intent.

Licensing Requirement:

General Contractor

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: General Contractor and can meet the requirements as stipulated above.

_____ Proposer has high-end hospitality/lounge experience and MIA experience as well.

Similar projects that are related to <u>high-end hospitality/lounge and MIA</u> 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: _____