



June 2, 2014

Re: Project No. TAC-R Project # T-172A - British Airways Airside Improvements - Package 'A' MIA  
D21 Galleries Lounge

Dear Sir or Madam:

The above-referenced contract is being considered for small business contract measures. 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 **Thursday June 5, 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 1<sup>st</sup> Street, 19 fl  
Miami, FL 33128  
☎ (305) 375-3115 | 📠 (305) 375-3160  
[coralee@miamidade.gov](mailto:coralee@miamidade.gov)

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**VERIFICATION OF AVAILABILITY TO BID**

**RETURN THIS PAGE**

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: **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 Airside Improvements - Package 'A' MIA D21 Galleries Lounge

**PROJECT NUMBER:** TAC-R Project # T-172A

**Estimated Amount:** \$2,165,403.00

**(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 Airside Improvements - Package 'A' MIA D21 Galleries Lounge

**PROJECT NUMBER:** TAC-R Project # T-172A W130077

**ESTIMATED CONTRACT AMOUNT:** \$2,165,403.00

### PROJECT DESCRIPTION – MIAMI DADE AVIATION DEPARTMENT

#### **Background:**

**Package A is a “shell only” project** that provides access to a 3<sup>rd</sup> level space that British Airways will build out as its Premium Lounge near D21. This project allows the currently landside 3<sup>rd</sup> level space to be accessed from the concourse, converting it to leasable airside space.

#### **Scope:**

The Airside Improvements portion of this project provides the base building requirements to provide a stairway from the concourse level to the 3<sup>rd</sup> level Lounge and all the associated utility relocations required to accommodate this stair. 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 2<sup>nd</sup> level, up to the 3<sup>rd</sup> level. This work will require that 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.

Scope to add a back-of-house (BOH) corridor to the adjacent Island Chicken Grill will also be included per MDAD’s direction. This will require that existing electrical panels be relocated as well as re-working of the adjustment of the existing fire alarm, fire sprinkler, public address system, etc., to accommodate the BOH corridor.

The Airside Improvements Project will leave the finishes “bare” and the Lounge project (TAC-N #T-172B) will complete the finishes scope in the Airside Improvements footprint with British Airways finishes.

#### **Assumptions:**

1. Project will be procured as an MDAD TAC-R Project where the construction documents will be developed by British Airways and Procured through a General Contractor selected by British Airways within the procedures established by MDAD for TAC-R Tenant Reimbursable Projects.
2. Each Trade will be Competitively Bid by the General Contractor
3. Access to the construction area will be through the curbside public entrance at Concourse D.
4. The majority of materials can be brought through the curbside entrance however a light crane or hoist will be temporarily erected in the vicinity of Gate D21 to lift materials related to Roof Level construction. Construction will take place during normal business hours, night work is not required.
5. - 10% is included as Reserve for Design Development to cover the cost of design details that typically emerges with later Design Submittals. This project requires further development with the Elevator vendor to confirm the proposed modifications are suitable and do not require new elevator equipment including hoist and cab.
6. Project includes Shell only and reuse of existing light fixtures. No finishes on the lounge access stairs. At Level 3, Flooring and Walls are left unfinished except for the Hallway that is relocated.
7. Existing Elevator Cab and hoist will be used and modified as necessary
8. Minor Modifications only to the existing Fire Protection System and HVAC air distribution at Level 2.

## **Exclusions:**

1. Interior Construction and Finishes at the Lounge Area including HVAC, Electrical and Plumbing distribution services within the proposed shell space.
2. Foundation work and/or column reinforcement or support (not shown on drawings and not anticipated).
3. Improvements to Roofing, includes small allowance to patch around the Elevator Machine Room.
4. HVAC Modifications other than minor duct and diffuser changes at Level 2. No VAV or Chilled water pipe mods.
5. Electrical Subpanels for Tenants
6. Grease Traps - Assume the existing are adequate and up to code
7. New Sprinkler System - assumes the existing is adequate and will be reconfigured with the club space finish-out.
8. Gas service and connections
9. New HVAC Equipment including AHU's, piping and controls at existing areas. Assumes existing equipment within existing areas are adequate
10. New Fire alarm devices except (1) new shown on plans and includes relocation of existing devices as indicated.
11. FIDS Outlets and Devices
12. Public Address Systems
13. Refrigeration/Food Service/Floor Sinks
14. HVAC Control System Upgrades
15. New Elevator Cab and Hoists - Assumes reuse existing elevator equipment.
16. Flooring and Ceiling finishes at level 2 and on the Stairs - includes concrete steps and fire rated gypsum ceiling.
17. Tenant Relocation Costs (British Airways and/or existing tenant at Concourse Level)
18. Hazardous Material Removal including Mastec or Asbestos.
19. Escalation - Estimate is in 2014 dollars, assumes project will be bid out in late 2014
20. Overtime or night Work
21. Any Work at Ramp Level
22. Emergency Egress Stairs or Accommodations other than the Lobby Access Stair

## **Additional Conditions**

Part of the project's scope intention is to convert landside space to airside. They are looking to build temporary partitions to keep the construction site landside for ease of access, but the workers building those temporary partitions as well as some electrical/telecom workers will creep into airside space. **Any worker accessing airside space will need to obtain a MIA badge and follow the procedures outlined by MIA.**

Specialty work will be associated with the elevator modification (**Schindler elevators**) and **matrix card readers (security) associated with those elevator doors.**

## **Licensing Requirement:**

General Contractor

**Contractor Qualifications Questionnaire**

**RETURN THIS PAGE**

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](mailto:coralee@miamidade.gov) or via fax (305) 375-3160 attention Mrs. Coralee Taylor.

\_\_\_\_\_ Proposer **Meet** the licensing requirement: **General Contractor** and can meet the requirements as stipulated above.

\_\_\_\_\_ Proposer **DOES NOT Meet** the licensing requirement or the requirements as stipulated above.

Similar contracts completed 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: \_\_\_\_\_